

Guiding Assumptions:

- Will acknowledge at onset our end goal is not a fully developed process
- Provide opportunities for relationship building, reflection, and decompression throughout
- Provide level setting by providing context and shared language
- Break out rooms will have 2-3 participants with one being a host
- Break out rooms will be pre-determined for ease of technology
- Chat Box Questions provide quick check-ins and notetaking for future reference
- Breaks will be identified with music supporting the day's theme
- Launch each Zoom meeting at 8:30AM for optional Get to Know You Coffee activities.

Concern for Structure:

Black culture is rooted in relationship building instead of efficiency of time. Our time limitations allow no latitude for unplanned prolonged discussions ultimately leading to relationship and shared understanding.

Day One Guiding Questions: How do we work together? What is the FFL strategy and underlying assumptions? Music/Audio Theme: Kujichagulia - Self Determination (demands descendants of African people throughout the diaspora to define, defend, and develop themselves instead of allowing or encouraging others to do this)				
Time	Min	Activity	Facilitator/Presenter	Activity
9:00-9:10	10	Grounding Activity	Ramona	I am (your name). I am the (a role). I am from (something that shaped you). I am (a declaration or affirmation). <i>Ex: I am Ramona Dallum Lindsey. I am the daughter of Samuel & Harriet. I am from criticism & high expectations. I am prolific.</i>
9:10-9:35	25	Presentation: Information Sharing – Co-Creation Working Definition & Concerns from Interviews	Ramona	Shared language: Terms: Black people/Blackness; co-creation; Black-led social change (Black Social Change Funder's Network Document & other sources) Action: Review CFL's working definition of co-creation Pre-work: Read Co-Creation statement & Glossary of terms Pre-Read Items: Co-Creation Statement; Glossary Terms BSCFN; Question, Concerns, Suggestions from Interviews Chat Box Question: What is your #1 concern or suggestion?
9:35 – 9:55	20	Partner/Small Group Discussion	Breakout Rooms with pre-determined host	Prompt: What statements need to be added to the co-creation document to increase your confidence in the

				<p><i>process? How do we define success for this workgroup process?</i></p> <p>Pre-work: Assign groups in advance Ask room hosts to record discussion Need Deja to send messages to Rooms (discussion prompts). Google Jam Board for note taking Pre-work: Learn how to use Jam Board; Prepare Jam Board Discussion boards & link Share links in advance & during meeting</p>
9:55 – 10:00	5	Break	Deja Launch Music	<p>Turn off camera to do something for 5 minutes that brings you comfort, joy or relief. Play a 5 minute audio to signal beginning and end of break</p>
10:00 – 10:15	15	Discussion Debrief	Ramona	<p>Review Jam Board for each room Representative from each room takes 2 minutes to review (mute speaker at end of time) 5 minutes after all presentations for follow-up comments or questions Pre-work: Assign CFL person to be time keeper Assign notetaker to add to Jam Board Discussion Notes page</p>
10:15 - 10:40	25	Presentation: Information Sharing – CFL’s Underlying Fund for Louisville Assumptions	Liz	<p>Shared language: Terms: racial equity; racial justice; systems-level activity (Black Social Change Funder’s Network Document) Action: Introduce CFL’s initial thoughts for the FFL Strategy - cohort model, systems-level focus, 3-years same cohort, capacity building with tech support, cross-sector learning Pre-Read: Doc-FFL_SystemsChange Proposal.8-12-16Orgs.Rev7.30.2020; Chat Box Question: What is your initial reaction to CFL’s underlying assumptions?</p>
10:40 – 11:00	20	Partner/Small Group Discussion	Breakout Rooms with pre-determined host	<p><i>Prompt: What are your issues or concerns with CFL’s assumptions? What do you see as the direct impact to racial equity, economic equity and racial justice by providing financial and nonfinancial support for systems-level work?</i></p>

				Pre-Work: Jam Board with prompts for note taking for each breakout room Deja to send messages to Rooms (discussion prompts)
11:00 – 11:05	5	Break	Deja launch music	Turn off camera to do something for 5 minutes that brings you comfort, joy or relief. Play a 5 minute audio to signal beginning and end of break
11:05 - 11:20	15	Discussion Debrief	Deja	Review Jam Board for each room Representative from each room takes 2 minutes to review (mute speaker at end of time) 5 minutes after all presentations for follow-up comments or questions Pre-work: Assign CFL person to be time keeper Assign notetaker to add to Jam Board Discussion Notes page
11:20 – 11:50	30	Consensus Building/Group Work	Ramona	Confirm the responsibilities and actions of co-creation for this workgroup process; summarize pros/cons/concerns/questions about grant strategy and underlying assumptions. Look ahead to next meeting. Pre-work: Liz incorporate changes from morning discussion Ramona Create poll: I believe the co-creation agreement is an appropriate guide for this work. Strongly Agree, Agree, Disagree, Unsure
11:50 – 12:00	10	Reflection/Closing Activity	Ramona	What worked, didn't work, or was really uncomfortable?
Email: Day's summary & next day overview				Be prepared to share: In 5 words or less what makes you feel valued?

Day Two Guiding Questions:				
How do we define “systems change” work for this process and for Louisville?_What are our priorities for supporting Black-led and Black-serving nonprofits promoting racial and economic justice? Music/Audio Theme: Ujamaa - Cooperative Economics (a commitment to the practice of shared social wealth and the work necessary to achieve it)				
Time	Min	Activity	Facilitator/Presenter	Activity

9:00-9:10	10	Grounding Activity	Ramona	In 5 words or less what makes you feel valued?
9:10-9:35	25	Presentation: Information CFL's Emphasis on Systems-level work, Review of Successful Systems-Level Strategies; Areas of greatest racial disparities for well being	Liz	<p>Shared language: Terms: institutional power; multi-constituency movement; root causes (Black Social Change Funder's Network Document & other sources)</p> <p>Discuss CFL's systems-level focus as an attempt to address root causes and review examples of systems level work and successful strategies. Identify areas of greatest disparities identified by BSCFN (health, education, wealth & poverty, criminal justice) and GLP Poverty Report (education, jobs, health, and housing).</p> <p>Pre-work: Provide definition of systems-level work with examples. BSCFN 7 areas of investment</p> <p>Pre-Read: Liz's chosen article, BSCFN Highlighted report</p> <p>Chat Box: What are some examples of systems-level work being advanced by Black-led nonprofits in Louisville?</p>
9:35 – 9:55	20	Partner/Small Group Discussion	Breakout Rooms with pre-determined host	<p><i>Prompt: How would you determine if an organization is doing systems level work? What specific questions would you ask them? What actions or activities would you expect to see?</i></p> <p>Pre-work: Assign groups in advance. Each group will focus on identifying orgs in 2 areas.</p> <p>Ask room hosts to record discussion</p> <p>Deja to send messages to Rooms (discussion prompts)Google Jam Board for note taking</p> <p>Pre-work: Create Jam Board Pages. Provide updated BLS Organization List. Prepare Jam Board Discussion boards & link</p> <p>https://jamboard.google.com/d/1wZPznbZk1Y36bZ4b89PFutcEalA7vw1XCRCsfqdfBf4/edit?usp=sharing</p> <p>Share links in advance & during meeting</p>
9:55 – 10:00	5	Break	Deja launch music	Turn off camera to do something for 5 minutes that brings you comfort, joy or relief.

				Play a 5 minute audio to signal beginning and end of break
10:00 – 10:15	15	Discussion Debrief	Ramona	<p>Review Jam Board for each room</p> <p>Representative from each room takes 2 minutes to review (mute speaker at end of time)</p> <p>5 minutes after all presentations for follow-up comments or questions</p> <p>Pre-work: Assign CFL person to be time keeper</p> <p>Assign notetaker to add to Jam Board Discussion Notes page</p>
10:15 - 10:40	25	Presentation: Information Sharing – Characteristics of White Supremacy Culture and its relationship to perceived barriers to funding	Ramona	<p>Shared language: Terms: white supremacy; culture; liberation (Black Social Change Funder’s Network Document & other sources)</p> <p>Action: Review Barriers to funding listed in Call applications & philanthropy research</p> <p>Look at barriers through the lens of white supremacy culture.</p> <p>Pre-read: Compile barriers communicated in application & other sources; Characteristics of White Supremacy Culture document</p> <p>Read List of Barriers</p> <p>Chat Box Question: Which, if any, of the characteristics of White Supremacy culture have you noticed in your own practices?</p>
10:40 – 11:00	20	Partner/Small Group Discussion	Breakout Rooms with pre-determined host	<p>Prompt:</p> <p><i>What can we do differently to avoid White Supremacy Culture in our approach to inviting and selecting organizations seeking funding?</i></p> <p>Pre-Work: Jam Board with list of barriers and table of White Supremacy Culture Characteristics for each breakout room</p> <p>Table with Barrier and purpose and consequence for Black communities</p> <p>https://jamboard.google.com/d/1wZPznbZk1Y36bZ4b89PFutcEalA7vw1XCRCsfqdfBf4/edit?usp=sharing</p> <p>Deja to send messages to Rooms (discussion prompts)</p>

11:00 – 11:05	5	Break	Deja launch music	Turn off camera to do something for 5 minutes that brings you comfort, joy or relief. Play a 5 minute audio to signal beginning and end of break
11:05 - 11:20	15	Discussion Debrief	Deja	Review Jam Board for each room Representative from each room takes 2 minutes to review (mute speaker at end of time) 5 minutes after all presentations for follow-up comments or questions Pre-work: Assign CFL person to be time keeper Assign notetaker to add to Jam Board Discussion Notes page
11:20 – 11:50	30	Consensus Building/Group Work	Deja	Definition of systems change for this process. Identify ways to avoid practices rooted in white supremacy culture. Look ahead to next meeting. Poll: I believe we are uncovering important information to change the way grants are made. Strongly Agree, Agree, Disagree, Unsure
11:50 – 12:00	10	Reflection/Closing Activity	Ramona	Make Up Your Own Mind Activity. Complete one of these phrases I believe... I disagree with... I predict... I wonder why... I noticed... I felt.. The real truth is... I don't understand... What If...
Email: Day's summary & next day overview				<ul style="list-style-type: none"> In 5 words or less what do you love or admire about Black people and Black communities. What are the strategies, or actions, used in an equity & liberation focused grant process?

Day Three Guiding Questions:

How do we identify organizations to be considered for the cohort? How and who should select orgs for the cohort? How do we control for conflict of interest in the selection process?

Music/Audio Theme: Ujima - Collective Work and Responsibility (a commitment to active and informed togetherness on matters of common interest)

Time	Min	Activity	Facilitator/Presenter	Activity
9:00-9:10	10	Grounding Activity	Ramona	In 5 words or less what do you love or admire about Black people and Black communities.
9:10-9:35	25	Presentation: Information Sharing – Part 1: Participatory Grantmaking & Forprofit Funding Strategies: Identifying Organizations	Deja and Ramona	<p>Shared language: Terms: partnership; delegated power; (Grantcraft’s Deciding Together & other sources)</p> <p>Action: Quick overview of various ways to identify organizations for consideration for funding and other support.</p> <p>Pre-work: Compile table of participatory funding strategies & finance options</p> <p>Pre-Read: Deja’s example chart; Angelique’s chart</p> <p>Grantcraft’s Deciding Together: Shifting Power and Resources Through Participatory Grantmaking</p> <p>Chat Box Question: What are the benefits or challenges of a focus on Black-led and Black-serving organizations for this process?</p>
9:35 – 9:55	20	Partner/Small Group Discussion	Breakout Rooms with pre-determined host	<p><i>Prompt: How do we define Black-led and Black-serving?</i></p> <p><i>Reflecting on the responses to the survey question “how should CFL receive information from organizations interested in these grant dollars,” what approach should be implemented?</i></p> <p>Pre-Work: Jam Board with list of barriers for each breakout room</p> <p>Provide a list of elements for reference but encourage others to be added.</p> <p>Deja to send messages to Rooms (discussion prompts)</p>
9:55 – 10:00	5	Break	Deja launch music	<p>Turn off camera to do something for 5 minutes that brings you comfort, joy or relief.</p> <p>Play a 5 minute audio to signal beginning and end of break</p>
10:00 – 10:15	15	Discussion Debrief	Ramona	Review Jam Board for each room

				<p>Representative from each room takes 2 minutes to review (mute speaker at end of time)</p> <p>5 minutes after all presentations for follow-up comments or questions</p> <p>Pre-work: Assign CFL person to be time keeper</p> <p>Assign notetaker to add to Jam Board Discussion Notes page</p>
10:15 - 10:35	20	Partner/Small Group Discussion	Breakout Rooms with pre-determined host	<p><i>Please reflect on and discuss on the responses to the survey questions “Who should make the final decision about who is part of this cohort?” and “How should CFL manage real or perceived conflicts of interest.” What should CFL do?</i></p> <p>Chat Box Question: What are effective tools for communicating our progress and process with the community?</p>
10:35- 10:50	15	Discussion Debrief	Deja	<p>Review Jam Board for each room</p> <p>Representative from each room takes 2 minutes to review (mute speaker at end of time)</p> <p>5 minutes after all presentations for follow-up comments or questions</p> <p>Pre-work: Assign CFL person to be time keeper</p> <p>Assign notetaker to add to Jam Board Discussion Notes page</p>
10:40 – 11:00	20	Partner/Small Group Discussion	Breakout Rooms with pre-determined host	<p><i>Prompt: How do we continue to engage this design workgroup in the final development of this process?</i> Pre-work:</p> <p>Assign groups in advance</p> <p>Ask room hosts to record discussion</p> <p>Need CFL staff to send messages to Rooms (discussion prompts)</p> <p>Google Jam Board for note taking</p> <p>Pre-work: Share links in advance & during meeting</p> <p>Deja to send messages to Rooms (discussion prompts)</p>
11:00 – 11:05	5	Break	Deja launch music	<p>Turn off camera to do something for 5 minutes that brings you comfort, joy or relief.</p> <p>Play a 5 minute audio to signal beginning and end of break</p>

11:05 - 11:20	15	Discussion Debrief	Deja	Review Jam Board for each room Representative from each room takes 2 minutes to review (mute speaker at end of time) 5 minutes after all presentations for follow-up comments or questions Pre-work: Assign CFL person to be time keeper Assign notetaker to add to Jam Board Discussion Notes page
11:20 – 11:50	30	Consensus Building/Group Work	Ramona	What are our preferences for identifying and selecting organizations for funding and other support? We understand what we've done; what's left to do; and what next steps are. Pre-work: Ramona Create poll: I am willing to review and make revisions to the draft document. Strongly Agree, Agree, Disagree, More time needed
11:50 – 12:00	10	Reflection/Closin g Activity	Ramona	Make Up Your Own Mind Activity. Complete one of these phrases I believe... I disagree with... I predict... I wonder why... I noticed... I felt.. The real truth is... I don't understand... What If...
Email: Day's summary & next day overview				