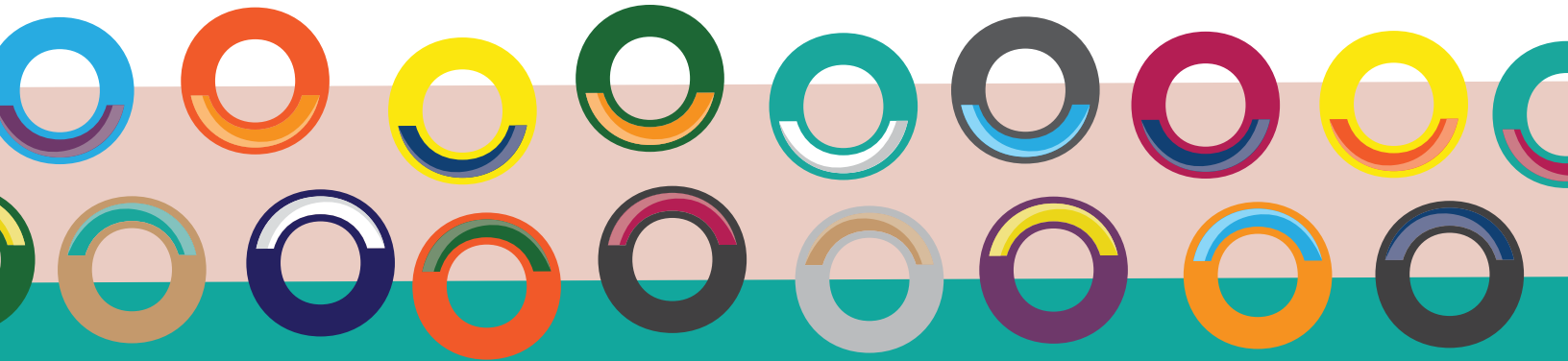


COMMON GROUND

SUNDAY.JUNE 24.2018



Common Ground is a day of community conversation. On June 24, residents, neighbors, families, and organizations across the region will host mealtime conversations about the future of our shared home. United by a common question, all Common Ground conversations have the same goal: to create spaces where meaningful connections are made and purposeful actions begin.

COMMON GROUND

SUNDAY.JUNE 24.2018

Common Ground hosts can plan their mealtime conversation for any time during the day that works for them. Breakfast, lunch, dinner, dessert or anything in between—the choice is yours!

Anyone can participate. Hosts can be any Cuyahoga, Lake and Geauga County resident who cares about the future of our community and wants to create the opportunity for forward-looking conversation. Common Ground conversations can be held in any location. Previous events have been held in homes, parks, churches, and libraries. Locations can be private, or registration can be open to the public.

CHOOSE YOUR OWN ADVENTURE Becoming a Host

Create a conversation about a place or theme we are passionate about and invite others

Barbecue on our street for neighbors

Bring two congregations together to connect

Potluck at our local park and invite everyone close by

Open our offices to the public to discuss our work and the people we serve

To Host a Common Ground conversation:

1. DECIDE ON A LOCATION AND TIME ON JUNE 24
2. SIGN UP AT CLEVELANDFOUNDATION.ORG/COMMONGROUND
3. BUILD YOUR EVENT USING COMMON GROUND TOOLS
4. CONNECT + SHARE A MEAL ON JUNE 24
5. COMPLETE POST-EVENT SURVEY THAT DAY
6. SHARE STORIES + PHOTOS ONLINE BEFORE, DURING AND AFTER

2018
CONVERSATION QUESTION

Why Does Place Matter?

Stories about Northeast Ohio are often about our grit and glory—our economic challenges and our regional revival—but is this what it is like on your block? In your classroom? At your kitchen table? Studies have proven that where we live, work, and play shapes our identity and determines opportunity.

This summer, community members are coming together to have a conversation about place because it matters to our health, our security, and our future. We invite you to connect over a meal and conversation. It's not about what others should do, but about the possibilities created when we come together. This is the way we find common ground to build a stronger, safer and more dynamic place.

AROUND THE TABLE:

Common Ground is about having the right conversation for you and your guests on June 24. This is an example of what your event could look like:

Building Your Conversation

As you plan your Common Ground conversation, you can use the sample conversations included in this guide and in the Facilitation Guide, but you can also create your own. All hosts should consider these important elements when planning:

INVITING GUESTS—Use active, positive language in your invitation. For example, “Join us to explore the needs of our community, share our hopes for our common future, and develop ways we can work together to achieve them.”

OPTION 1: Host a public conversation and see who signs up. This is a good way to meet new people who are drawn to the same place or topic.

OPTION 2: Create and send out an invitation for your event to your own network and encourage them to share. Create fliers and share with your neighbors and friends. Work with Common Ground to set up private registration for your site.

RECRUITMENT—Common Ground will assist with promoting events across a large audience. Hosts are encouraged to promote as well. Invite people you know and ask them to share with their neighbors. Access a wider group through social media or in your neighborhood.

CREATE A WELCOMING SPACE—Consider what is inviting to your participants. This can include welcome signs outside, centerpieces, balloons, etc. Common Ground will also provide a host kit with nametags, buttons, and handouts that will help.

WELCOME YOUR ATTENDEES—Your guests are taking time out of their weekend to join you. The group that shows up might be larger or smaller than you were expecting, but don't worry. The people who arrive are the right group for this time.

HOLD YOUR MEAL AND CONVERSATION—Decide whether to serve the meal before, during or after the conversation. It's important to encourage people to be themselves and express a variety of views. Common ground is established as people explore both their differences and shared values. As you wrap up, you will likely feel like the conversation is not complete, and that's a good thing! End by talking together to see if there are any future steps for the group, like continuing relationships, connections, or planning a future activity.

ENDING THE EVENT—Thank everyone for coming, ask each person to fill out the survey, and point to the follow-up resources that are a part of your Day-Of Host Kit.

WELCOME

Welcome everyone. Invite each person to introduce themselves and the place they call home - you start. If you have a large group, invite people to share at their table.

5-10 MINUTES

BEGIN CONVERSATION

Discuss Civility Rules and have attendees choose a Civility Rules value button to guide their role in the conversation.

5-10 MINUTES

CLOSE CONVERSATION

Ask the group how they feel about what was discussed. Ask if people would like to continue the conversation, plan a next step (action), or create a project (see resources in Conversation Kit).

15 MINUTES

A Common Ground Conversation at a Glance

SERVE MEAL

Feel free to enjoy eating over informal conversation in pairs or small groups. You can use an icebreaker to begin talking or start your main conversations during the meal.

30 MINUTES

CONVERSATION

Start with one of the questions provided or your own prepared conversation. Have as many rounds with new questions as makes sense for your setting.

45-60 MINUTES

SHARE AND THANK

Go around the “table” or circle and invite each person to say in three words what they will take away from the day. Thank everyone and share the post-event resource guide and survey.

10 MINUTES

Host Kit Materials

DELIVERED TO HOSTS MID-JUNE
Keep an eye out for your Day-of Host Kit, which will include:

- » LOCATION SIGNAGE
- » NAME TAGS
- » CIVILITY RULES BUTTONS
- » NOTEBOOKS
- » CONVERSATION TOOLKIT
- » POST-EVENT SURVEYS
- » NEXT STEPS RESOURCE GUIDE



Host Checklist

GETTING STARTED

- ☐ Get your promotional materials from Common Ground.
- ☐ Determine how to invite participants – do you want to host a public or private event?
- ☐ Work with Common Ground to set up your registration.

MONTH BEFORE

- ☐ Promote your conversation – share with your friends, family, and coworkers. Coordinate with other community members to get the word out.
- ☐ Confirm whether you want to have a conversation facilitator.

TWO WEEKS BEFORE

- ☐ Confirm RSVPs and send reminder notice.
- ☐ Talk with your facilitator to set expectations.
- ☐ Attend a facilitator training or watch recorded session online.
- ☐ Finalize plans for your meal.

WEEK BEFORE

- ☐ Finalize preparation of your space, making sure you have enough tables and chairs.
- ☐ If you are planning an outdoor conversation, have a backup plan in case of bad weather.
- ☐ Pick up any food and supplies needed.

DAY OF

- ☐ Set up space and have ready one hour before.
- ☐ Put out welcome signs.
- ☐ Work with any volunteers to welcome participants, have them sign in/get nametag.
- ☐ Hold conversation and meal.
- ☐ Thank participants.
- ☐ Fill out surveys.

AFTER SESSION

- ☐ Share information about any actions that are being carried out and any follow up needed with Common Ground organizers.

Follow + Share Common Ground:

TWITTER + INSTAGRAM: @CleveFoundation

FACEBOOK: www.facebook.com/ClevelandFoundation

YOUTUBE: www.youtube.com/ClevelandFoundation

www.clevelandfoundation.org/commonground

#CommonGroundCLE
#CGCLE2018

TAG US!

Common Ground's conversation and facilitation tools are developed in partnership with the Community Innovation Network, a program of the Jack, Joseph, and Morton Mandel School of Applied Social Sciences at Case Western Reserve University. **The Community Innovation Network** is cultivating a new culture of deeply collaborative community change through building capacity, strengthening communities and connecting people. The Network's practices build a strong foundation between the everyday lives of individuals and the complex systems we live in. Network members include individuals and organizations who work to create thriving communities through understanding and social change. Learn more at msass.case.edu/communityinnovation.

Community Innovation Network



JACK, JOSEPH AND MORTON MANDEL
SCHOOL OF APPLIED SOCIAL SCIENCES
CASE WESTERN RESERVE
UNIVERSITY



About the Cleveland Foundation

Established in 1914, the Cleveland Foundation is the world's first community foundation and one of the largest today, with assets of \$2.45 billion and annual grants of more than \$90 million. Through the generosity of donors, the foundation improves the lives of residents of Cuyahoga, Lake and Geauga counties by building community endowment, addressing needs through grantmaking and providing leadership on vital issues. The foundation tackles the community's priority areas – education and youth development, neighborhoods, health and human services, arts and culture, and economic development – and responds to the community's needs.