

QPI Workshop #3 – Goals and Priorities

Activity
Brain Dump

Time (20mins)
2 mins. – Intro
15 mins. – Activity
3 mins. – Debrief

MATERIALS:

- Whiteboard
- Post-Its

GOAL:

To give participants time to inclusively and individually brainstorm different components / action items / ideas related to QPI.

OVERVIEW:

INDIVIDUALLY – each participant should spend some time thinking about specific actions, deliverables, processes, ideas, etc. that could be / are being implemented in QPI / the foster care system – think about programs, initiatives, feelings, vibes, wishes, etc.

- Ideas can be based on what is currently happening, or what people wish was happening / what they can do in the future.
- Write ideas on Post-It notes.

After a few minutes of silent and individual brainstorming, groups should share their ideas and combine “like Post-Its” into one idea – i.e. if two people wrote “Better relationships between resource and birth parents,” those Post-Its should be stacked so there are no duplicates on the board.

DEBRIEF:

- Were there any ideas that felt really unique or innovative?
- Are there more ideas that are currently being implemented, or things that feel “futuristic?”
- What were the most popular ideas?

Activity

What's on Your Radar?

Time (30 mins)

3 mins. – Intro

17 mins. – Activity

10 mins. – Debrief

MATERIALS

- Whiteboards
- Post-it Notes
- Bullseye Handout (for reference)

GOAL:

To allow participants to think intentionally about how different action items and ideas, etc. contribute to the overarching priority areas of QPI; to give participants the opportunity to prioritize specific actions so they can create meaningful and achievable engagement strategies and goals.

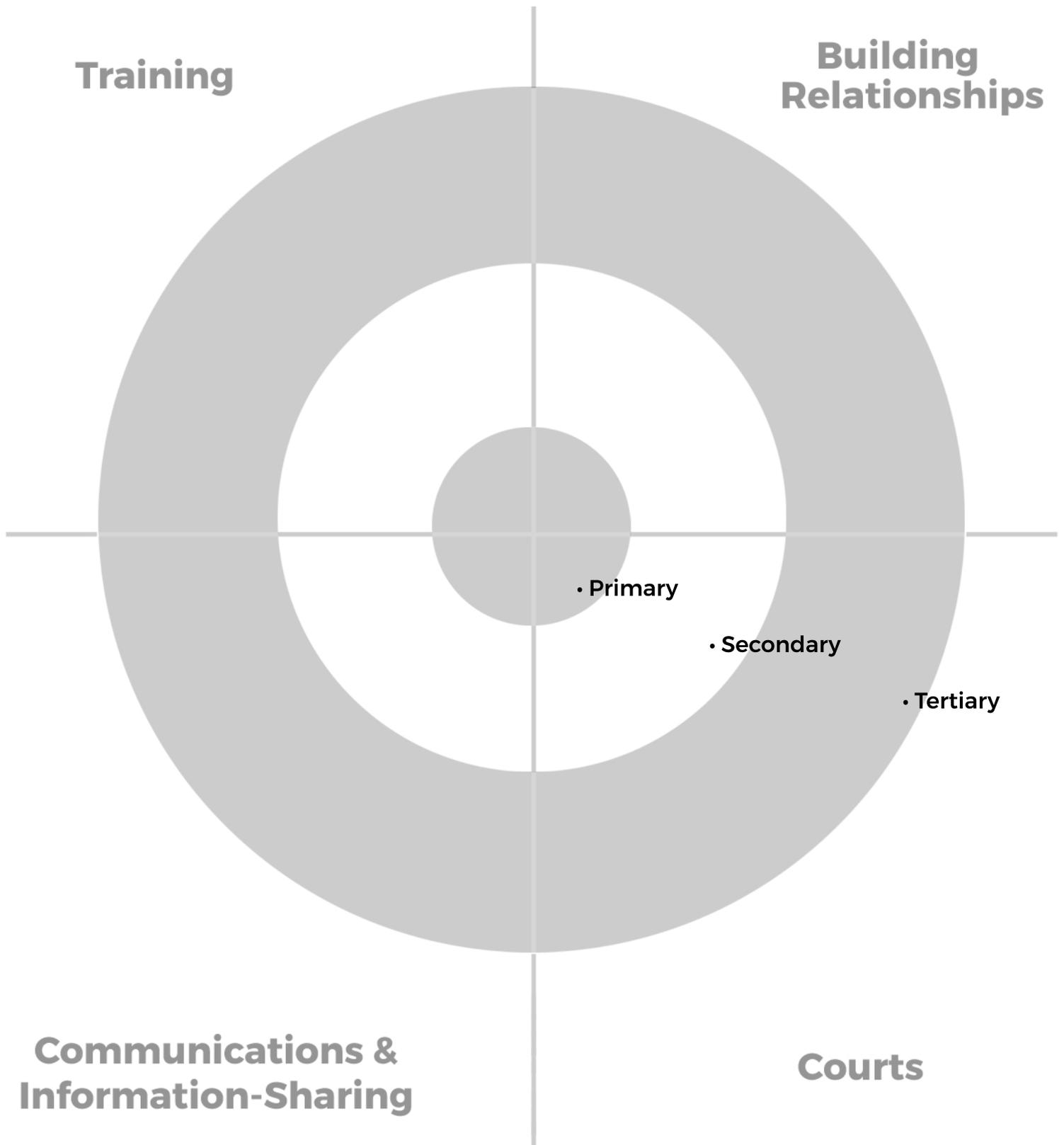
OVERVIEW:

- Look at your Post-Its from the first part of the activity.
- As a group, sort the ideas on two levels:
First, decide which priority area they primarily impact (see Bullseye); and second, consider whether they are primary, secondary, or tertiary to accomplishing that goal:
 1. **Primary** – These notes are the most significant / the most important to the outcome
 2. **Secondary** – These notes are important, but not imperative; people would like them to happen, but they're not the highest priority
 3. **Tertiary** – These notes are wish list items, "nice to have," but play a minor role in accomplishing a goal
- Place Post-Its in the appropriate circle on the bullseye.
- Try to come to a consensus as a group, but also recognize that each person is bringing his / her unique perspective to the conversation, so this might be challenging. Feel free to make individual notes about ideas as you move through the activity, so you have a record of your own thoughts if they're different from the full teams.

DEBRIEF:

- Are there commonalities between different goals? How does this inform how QPI moves forward as a whole?
- What did you learn about your goals / items when you prioritized them? How does this help you move forward?
- Was it helpful to think of items in terms of importance? Do you see this being realistic?

What's On Your Radar?



Activity
X / Y Matrix

Time (25 mins.)
3 mins. – Intro
15 mins. - Activity
7 mins. – Debrief

MATERIALS

- White boards
- Post Its
- Matrix handout (for reference)

GOAL:

To give participants the opportunity to compare ideas to each other so they can begin to prioritize action items and ideas; to help people understand an evaluation framework and criteria.

OVERVIEW:

- As a group, consider your Post-Its from the previous activity and focus on the ideas in the Primary and Secondary rings – these are ideas you have already prioritized in terms of “importance” to achieving a specific outcome.
- Plot those ideas on the matrix considering the Impact and Difficulty of each idea – these criteria can be interpreted however your group chooses, but things to consider:

Impact – How many people will be affected? Is the impact long-lasting or more short term? Does it feel really “important”?

Difficult – Does it involve a lot of staff time? Money? Unique skills? Expertise? In your gut, does it feel “hard” to implement this idea or change?

- Once most of the ideas are plotted, you will be able to see how each idea compares to the others using the same set of evaluation criteria.

DEBRIEF:

- Were the axis helpful to allow you to compare ideas?
- Were there any ideas that the group struggled to place somewhere?
- Were you surprised at where ideas landed?
- How does this help you move forward? Are you more likely to pursue one or two high impact / high resource ideas, or do you feel more comfortable pursuing low-hanging fruit?

X/Y Matrix

High Impact



Not Difficult



Very Difficult

Low Impact

Activity
Goal Creation

Time (25 mins.)
3 mins. – Intro
15 mins. - Activity
7 mins. – Debrief

MATERIALS

- Flip Chart Paper

GOAL:

To give participants the opportunity to think about how priorities and specific initiatives inform goals.

OVERVIEW:

- On the flip chart paper, begin connecting your action items and combining / thinking about them in terms of goal creation.
- This is relatively unstructured, but things to consider:
 - What are supporting bullet points for each item? What do you need, what should happen first, etc.
 - Are your ideas connected to each other? How? Are they sequential?
 - Are your ideas “stand alone,” or do you need to implement them as part of a bigger initiative?
 - Who else from QPI / the Ecosystem do you need to connect with to begin implementation or create change?
 - For example – if there are a few initiatives about improving relationships between resource parents and birth parents, those might be able to be combined into a broader goal. Also – think about how the goals are connected to the priority areas from the first exercise of the workshop.
- Share out to learn from other groups’ plans.