

Session 6 - CoDesign Implementation + Pilot Test Planning

Today

PHASE 6: ACTION PLANNING - each site will build an implementation plan, identify roles, and next steps to pilot test their initiative(s). Objectives:

- **Build relationships across the co-design team**
- **Identify implementation plan action steps, roles, and next steps**
- **Ask for requests and offers to support action planning development**

High Level agenda

- **Welcome Framing and Flow**
- **Check in**
- **Are there any adjustments on prototypes/pilots based upon cross regional feedback**
- **Action planning in groups based upon prototypes people want to work on (vote with your feet)**
- **Break**
- **Report out plans + get feedback from your codesigners**
- **Adjustments based upon feedback**
- **Request and Offers**
- **Check out**

Additional Supports

Seed Money - for pilot test

Evaluation of the pilot

Evidence that supports initiatives they came up with

U-Process: 1 Process, 5 Movements

Our
approach:
where are
we? 4

1. Form a regional team and Id.
Focus Area:
uncover common intent
Partner with others that care about the
focus area

2. System Learning + Awareness:
Engage Community to Fast Track
Learning
connect with diverse people and places
to sense the system from the whole

3. Make Meaning:
Discover Potential Interventions
Work with community and colleagues to uncover what is needed
now; what data supports our interventions?

5. Scale what Works:
institutionalize the new in practices
Track data to see impacts

4. Co-creating:
prototype the new
experiment with living examples and
enact potential interventions

Pilot testing

A pilot test is a small-scale preliminary study conducted to evaluate feasibility, duration, cost, adverse events, and improve upon the study design prior to scaling a longer term initiative.

Site's Top 3 Ideas

[Insert site's top 3 ideas here]

Reflections on our last session + feedback received

What reflections do you have from that meeting?

How will you adapt or adjust your prototypes based upon the feedback you received?

Template - in breakout room or main room

1. **Purpose + Title of the Prototype/Pilot:** What is the purpose of the pilot? Why is it important to do this? This can be a compelling statement and title that will help others “get it” and understand the purpose.
2. **Vision:** What is the vision of this initiative – how will you know you have reached success in the end – what does it look like? Develop a draft vision statement to share with key stakeholders to show them where this initiative aims to go.
3. **Goals:** Identify the high-level goals and critical success factors encompassed by the initiative.
4. **Tasks:** Describe the different tasks that need to be accomplished to implement the pilot and move towards the vision.
5. **Roles & Responsibilities and Partners:** Outline the key individuals (both inside and outside the co-design team) involved in different phases. The more detail you provide here, the fewer misunderstandings or assumptions will arise at project commencement. Do we need to bring in the support of elected officials / decision makers?
6. **Schedule:** Describe the schedule and/or sequence in which tasks need to be performed.
7. **Resources / Budget:** Identify the software, hardware, equipment and other resources you need to perform these tasks. This will help estimate the project cost.
 - a. NOTE: Keep in mind the seed funding you will be receiving. Are there additional ways our team can support you (scheduling meetings, co-designing and co-facilitating, research and evidence based information, thought partnership, etc.)
 - b. Requirements by Site/Agency: Describe the different requirements for each site/agency. In large projects you might need to identify different tasks for different sites and schedule them accordingly.
 - c. Note this budget can be sent to Mandy as a scope of work and budget for your seed funding. Be sure to be in conversation with the rest of the teams to see what kind of funding you each need.
8. **Potential Challenges to plan for:** Since each of you are representatives of your community working together on this initiative, do you see any challenges which could derail the project? If so, what sort of steps can be taken, and by whom, to help keep the project on track? Is there anything the UW team can do to support you to address anticipated challenges?
9. **Evaluate: Celebrate or Circle Back:** Identify how you will Evaluate your pilot. Be sure to make time and space to celebrate! And when things are not work as you hoped, be sure to circle back and adjust and go back to the drawing board, as needed.
10. **Identify next steps:** When will you meet next? Who will do what?

Break



Report Out - Approach + Next Steps

Next steps

PHASE 7: IMPLEMENT - Teams will have an opportunity to go experiment and implement prototypes. They will be invited to report updates on what they are learning about the prototypes, if they are beneficial, if they need to go back to the drawing board and continue learning and iterating (no session will be hosted in this phase)

- Open Coaching Call for a check in
- Team call to check in on how are things going
- Final meeting In person / Celebration

PHASE 8: LEARNING AND ACCOUNTABILITY - After a few months of implementation, we will reconvene each site to learn what is working and what needs to be iterated and improved upon.

- In this session we will:
- Continue building relationships across co-design team
- Report out lessons learned from experiments and prototypes
- Talk about the need to pivot in certain circumstances
- Identify next steps

Site's Top 3 Ideas - Vote with your feet - what initiative do you want to engage with today?

[Insert site's top 3 initiatives here]