Creating OGP's Future Together
Formats for Hosting a Community Conversation

As part of the process of co-creating the Open Government Partnership's (OGP) new strategy for 2023 to 2028, we invite you to host a community conversation on what's next for open government and OGP. This document provides some possible formats for your discussions that you can adapt as needed. You should refer to it alongside this guide, which sets out the key information you need to know in order to host a community conversation.

The options are provided for in person and online discussions, with shorter and longer formats. There is a run sheet at the end to adapt. You can also use and adapt these Google Slides for your event. Please note that the formats outlined here are just suggestions – you are welcome to facilitate the discussions as you see fit, though we ask that you stick to the questions outlined.

At the end of your session, we ask that you submit your group's conclusions through this form. We suggest reviewing the form ahead of time so that you are familiar with the format before the session begins.

Format with Options

1. Welcome, Introductions, and Background

(Time estimate: 10-20 mins)

- In this section, welcome everyone and provide an opportunity for people to know who is in the discussion and to get the discussion started. You could use a question such as "Why does open government matter to you?"
- In a **smaller** group in person or online, you could do verbal introductions.
- In a **larger** group you could:
  - *In person, ask people to share with the person next to them and then invite a few reflections to be shared with the larger group*
  - *Online, ask people to answer a question in the chat and make sure their name is displayed so people can see who they are.*

Have someone present some brief background, which you can adapt from the Google Slides. You can add further background for why you have brought this group together – for example, you might be a local or national multi-stakeholder forum or a civil society network leading on an open government issue. If you want, you can also draw on the fact sheet for further background.

Open up for questions if you have time.

Don't forget to have someone taking notes so that you can share the outcomes of your discussion with OGP through the feedback form. If online, you may wish to record the session to assist you in note-taking. Remember to ask permission from the group before doing so, and clarify if comments will be attributable or not.

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2. Role of Open Government and OGP in Your Context

(Time estimate: 25 mins-45 mins – 25 mins if you just do question 1 and 45 mins if you include the follow-on questions)

Introduce that this part of the discussion will focus on how the group thinks open government approaches can contribute to change in your context (in your place or on your issues) over the next five years, and the role and contribution OGP can make within that.

Question 1: What are the three most significant challenges or opportunities in your context that open government approaches can positively influence over the next five years?

We know this is a big question – and participants should be free to interpret and respond to it in whatever way they like. However, some examples of how people may respond here are – defending and expanding civic space; inclusive governance of the energy transition; addressing inequities in access to housing; shifting the culture of government; increasing access to justice; undue influence and money in politics.

We suggest you let people reflect individually on this first, discuss and then share and group to identify the top three in the group.

- **In person**, you could reflect individually for one to two minutes, then go into pairs to discuss for a few minutes, before joining with another pair to group and decide on two to three top challenges or opportunities; and writing these on post-it notes. When you come back to the whole group, you can get each group to share their top challenges and opportunities and then group these visually on a board to get to your top three.
- **Online**, you could each reflect, then go into breakout rooms in randomly assigned groups of two to four to discuss and agree on your top two to three challenges and opportunities before coming back together as a whole group to collate on an online whiteboard (such as Jamboard or Miro). (It's hard to combine pairs online, so just go into smaller or larger groups depending on your size.)

Once you have identified your top three challenges or opportunities and if you have time, you can discuss the follow on questions:

- What would it take to make that happen?
- What could you (this group) do to help make that happen?
- What is the most important contribution that OGP can make?

We suggest you split into three small groups – one for each challenge or opportunity – each group would answer these questions for their challenge or opportunity and then share a summary back with the group – this would work if you are in person or online. (You could give small groups 10 mins and have 10 mins for sharing, or give them longer if you have more time.)

At the end of your discussion of this question, we request that you **poll your participants** to collect their individual views. You can use the Mentimeter in the Google Slides in person or online and your participants' responses will automatically be added to those of other conversations.

The current results of the Mentimeter poll can be shown to participants via this link after they have responded to the question. Please note that this displays the results from all community conversations – not only yours.

3. OGP Focus and Improvement Areas

(Time estimate: 20-40 mins – 20 mins if you poll and then do rapid fire, 40 mins if you include more discussion).

Introduce that this part of the discussion will focus on where OGP should invest its energy and how it could improve to support open government efforts in your context and globally.

Question 2: On balance, where should OGP focus more of its energy in the next five years?

Here, you can have an open discussion in person or online.

If you want to really explore the tensions in person, you could ask people to stand along a line representing the trade off based on where they think OGP should put its energy. Then you would ask people at different points on the line to share why they are standing there and allow people to move as the discussion develops.

Online you could first ask participants to first answer the question on the Mentimeter poll (linked in the Google Slides) and then have a discussion about the current results and how people voted (these results from across all community conversations are available here). Or you could use an online whiteboard to set up a virtual spectrum that participants can place an icon or post-it along.

The trade offs/tensions are:

- The trade offs/tensions are:
- On a broad set of issues or policy areas, or a narrower focus on a few issues?
- Share knowledge, inspiration, and stories or improve the action plan process?
- Support and build coalitions of reformers or shape and support the implementation of reforms?
- Expand the community and membership or strengthen the existing community and membership?

> At the end of your discussion of this question, we request that you **poll your participants** to collect their individual views. You can use the Mentimeter in the Google Slides in person or online and your participants' responses will automatically be added to those of other conversations.
>
> The current results of the Mentimeter poll can be shown to participants via this link after they have responded to the question. Please note that this displays the results from all community conversations — not only yours.

Question 3: How can OGP best help you to improve open government in your place or on your issues?

- What should OGP keep doing?
- What should OGP stop doing?
- What should OGP do differently?
- What should OGP start doing?

Option 1, you could discuss this as a whole group, in person or online.

Option 2, if you have less time: you could do a rapid-fire collection of input:
- In person, you could put sheets up on the wall for each of the questions and have people walk around and write on them OR you could ask participants to submit their input via the Mentimeter poll.
- Online you could collect feedback into the chat or via the Mentimeter poll.

Option 3, if you want more discussion: you could:

- In person, people reflect individually for a minute, then go into pairs to discuss for a few minutes, then combine pairs and the group of four discusses for 4+ minutes and shares what stands out the most to the whole group.
- Online, people reflect individually, then go into small groups to discuss and then share what stands out to the whole group.

> At the end of your discussion of this question, we request that you **poll your participants** to collect their individual views. You can use the Mentimeter in the Google Slides in person or online and your participants' responses will automatically be added to those of other conversations.
>
> The current results of the Mentimeter poll can be shown to participants via this link after they have responded to the question. Please note that this displays the results from all community conversations – not only yours.

Close

(Time estimate: 2-10 minutes)

Close out the discussion by summarizing some of the things that stood out to you (or inviting the group to do so), and by sharing how else people can be involved in the process using the Google Slides. Let people know that you will be sharing the input back to OGP, which will be analyzed and responded to during the second phase of the strategy process (August to November). Remind people of other ways they can provide input and engage with the OGP strategy process:

- Join the online discussions
- Attend an event
- Share your views through the stakeholder survey

After Your Conversation

After you have convened your conversation, please share your group's conclusions with us through this form so that they can inform the strategy process. This must be submitted by 31st August 2022 at the latest, but we recommend doing it as soon as possible after your conversation.