

QUICK START GUIDE

Processes + tools to help move ideas quickly through communities who have demonstrated readiness

Group Name/Logo | Initiative Title

Tag line or one-sentence description of project or initiative

One-pager Introduction

Use this template to record, store, and share cornerstone information about your initiative. Fill in what you have to start, then add the rest as more information is discovered and decided upon.

This one-pager will be the single most important document prepared for any initiative or program. Your team, funders, web developer, communications and media liaisons will appreciate its availability. It ensures everyone is going in the same direction, that the message is consistent, and appropriate buy-in occurs. This info sheet should be circulated freely and often.

For your initiative introduction, describe the problem, the vision of where you want to get to, for whom, the method you're using, a brief timeline, locations if appropriate, and partners and funders. It might look like this:

Problem. "Four of our community's 6th graders are unsupervised after school and are getting themselves involved with gang members suspected in criminal activity."

Vision. "All four of these at-risk youth are in safe, exciting, and healthy programs and building close relationships with stable youth mentors."

Method. "We are developing a program to work with four skilled 'navigators' to help situate these kids, who will maintain their position until the kids have demonstrated stability in their new after school environment."

Timeline. "The project roll-out will begin on January 1st starting with navigator selection and training and culminate in a youth panel discussion six months later. A full timeline will be available in February."

Partners + Funders. The project is possible with the help of funders _____ and the collaborative work of partners _____.

Making the Case

Provide background and history to the problem and more fully describe the scenario. Dedicate a paragraph or two about the conditions that motivated the group to take action. Describe the baseline research or findings that support the issue.

Goals

List your key goals, such as: each child will receive free tutoring after school one day a week as a part of this initiative.

List additional goals, such as: each child will be adopted by a 'wrap-around' community who commits to tracking and working with the child until high school graduation.

What will change?

Describe the way things will look after 6 months, then a year, then longer.

How to help/What's needed

Provide clear avenues and choices for becoming involved. This is a good place to put your top 5 wish list items such as: looking for a web designer, securing a sponsor to provide snacks for three months. Ask. Usually, you will get it. The trick is in writing it down and getting the word out.

Contacts + Links

www.idahoKIDSCOUNT.org

<http://www.facebook.com/#/pages/Boise-ID/Idaho-Kids-Count/87556041882?ref=ts>

Twitter...

Blog

Names

