



Recommended Use Time
30 mins

Exchange Evidence

Good for providing PR Exchange attendees with ways to capture key information and reflections during the event.

This tool can be used at various points within your PR Exchange: you could provide attendees with a copy in advance and ask them to complete their 'concerns' to share through an ice-breaker; you could use it to structure breakout discussions at the event; or you could ask them to complete it after the event to understand what they learned. We've provided prompts to support discussion.

Why do these matter to you?

What has been the impact for your local community?

Which kinds of improvements and outcomes are you seeking?

Have you checked the eligibility criteria?

Have you already attempted to address this issue in any other ways?

Any other barriers or challenges?

<p>What are the local issues that you would like to address?</p> <p>1. Concerns</p>	<p>Why might Participation Requests be right for you?</p> <p>2. Context</p>
<p>Who could be involved?</p> <p>3. Connections</p>	<p>What will you do next?</p> <p>4. Consequences</p>

Which public service authorities might it be useful to approach?

Have others addressed similar issues and/or concerns?

Who could you involve from your local community?

Can you develop an action list?

What will your next meeting focus on?

How might you use the Toolbox going forward?

What are the local issues that you would like to address?

1. Concerns

2. Context

Why might Participation Requests be right for you?

Who could be involved?

3. Connections

4. Consequences

What will you do next?