Who are the stakeholders and key voices relating to your issue?

Directions:

1. Working individually, try to come up with initial answers to all questions (don't get stuck on a question).
   - *Be sure to consider agencies, organizations, communities, and individuals relevant to your goal(s).*
2. Working as a group, share and compile your individual responses and capture any new ideas that emerge.
   - *Do not seek consensus; seek diversity of views and possibilities.*
   - *Do not over-focus on common or similar answers; seek especially to share and explore unique answers.*
   - *Do not eliminate people/groups you feel might be difficult or impossible to include.*
3. Consider doing this activity iteratively as you learn more about the issues you are investigating.

1. **REVIEW: What specific problem do you want to improve, or specific goal do you want to achieve?**

2. **Partners: Who might be involved as part of your planning coalition?**

   a. **Interests:** What court officials or potential coalition partners (communities and agencies) would benefit from or might have an interest in the issues to be addressed by the public engagement?

   b. **Information:** What court officials or potential coalition partners (communities and agencies) have knowledge, information, expertise, or experiences that could benefit the goals of the engagement process?

   c. **Influence:** What court officials or potential coalition partners (communities and agencies) have the capacity to potentially influence court policies or practices or help find ways to implement solutions to the issues identified?

   d. **Sustainability:** What court officials or potential coalition partners (communities and agencies) have the interest and capacity to support community engagement into the future?

3. **Participants: What groups of people are potential engagement participants? Who are the individuals you might contact in order to reach those groups?** Tip: First brainstorm categories of groups that may ensure representativeness, diversity, and knowledge/experience (see box, "Questions to Consider"). Then brainstorm individuals that may be good contacts to facilitate involvement of the groups.

Types of groups:	Individual representatives, gatekeepers, or leaders to contact?
Relevant Institutions, organizations	
Civic/Religious groups	
Cultural, racial, ethnic, age, SES, or geographic groups	
Special interest groups	
Oppositional or advocate groups	
Groups with special experience or expertise	
Other	

Questions to Consider

Representativeness
- What community members are affected or potentially affected by the issue of interest to the engagement?
- Are there members of the community that are disproportionately harmed or burdened by the issue of interest?
- Should certain geographic areas be represented?

Diversity
- What groups or members of the public will bring diverse viewpoints or backgrounds to the issue?
- What demographically underrepresented groups should be involved?

Knowledge/experience
- Are everyday, ordinary people affected by the issues?
- What groups or individuals have special knowledge or experience relevant to your goals or focal issues?
- What groups identified as potential candidates for your planning partners should also have members who are part of the engagement activities?

4. **The broader public and wider community**

    a. **Who or what is the larger community implicated by the issue?**

    b. **How will this wider community view your recruitment efforts?** Will they agree that you managed to recruit the "right" people to attend your engagement activities? If not, what other groups or individuals need to be involved?

    c. **What additional influential persons and groups should be involved to influence the public?** If your goals include impacting the wider community (e.g., in terms of knowledge, attitudes, or support), are the people and groups recruited to participate in the engagement and/or planning for the engagement, people and groups who can have that influence?

Recruitment Brainstorming Evaluation Checklist

Successful recruitment may be an iterative process. Use this checklist to evaluate your efforts so far and to identify areas of strength and areas that may be improved in the future. As you learn more about the problems and issues you face, these evaluations may change, increasing as you involve more partners, and decreasing as you identify additional persons that you need to engage to be successful.

Looking at the lists you have brainstormed, how strong is your list in terms of identifying participants who:

	Weak, many missing	Moderate, some missing	Strong, few missing	Complete, none missing
✓ Reflect the diversity of perspectives and relevant concerns about your focal topics	Weak	Moderate	Strong	Complete
✓ Reflect the diversity of persons affected by the focal problem or issues, including those most affected	Weak	Moderate	Strong	Complete
✓ Represent persons and populations that are often overlooked or underrepresented	Weak	Moderate	Strong	Complete
✓ Have relevant knowledge/expertise needed to make progress on the focal goal or problem	Weak	Moderate	Strong	Complete
✓ Have influence that is necessary to engage people and/or implement potential solutions	Weak	Moderate	Strong	Complete
✓ Have the interest, motivation, and capacity to sustain efforts into the future	Weak	Moderate	Strong	Complete
✓ Provide legitimacy and credibility to the efforts in the eyes of the broader public	Weak	Moderate	Strong	Complete