

Facilitation Tool: Roving Flip Charts to Brainstorm Indicators and Effective Tracking Systems



Photo credit: Lisa Auermuller, Jacques Cousteau National Estuarine Research Reserve

Purpose of Flip Chart Exercise

To gather diverse, anonymous input on topics/questions in this case, potential indicators and metrics in an active and structured way. Participants get up and out of seats, which enlivens workshops. The information gathered can amplify feedback and participants can build off one another's input. The input/feedback can be creatively structured based on different topics and questions relevant to the workshop.

Target Audience

All audiences

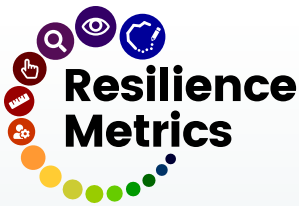
When to Use

- When you have a moderate to large number of participants and you want to “hear” from all of them.
- When your agenda needs a section that is active (i.e. something different from sitting and listening).
- When you think there may be a number of “loud voices” in a group and you want to be certain to hear from everyone, equally.
- When you have a number of different questions you want answered/you have a number of options you want to gather feedback on and you have a limited amount of time to hear from everyone.
- Sharing of pros and cons of different approaches to monitoring indicators.
- A roving flip chart activity can work effectively with any adaptation topic that would benefit from group input.
- Roving flip charts can help identify “adaptation success” by allowing all participants to contribute equally to the input/feedback.



This facilitation tool was created to serve as a reference for individuals interested in indicators and metrics to help communities define and track progress on their climate adaptation goals. Additional background and resources are available on the website: www.ResilienceMetrics.org.

This website was developed in partnership with the National Estuarine Research Reserve System with funding from NOAA.



- Other adaptation issues that can be effectively discussed in a roving flip chart activity include barriers to success, partners, challenges, capacities, techniques, etc.

Directions

➤ **Materials Needed**

- Flip charts and easels (sticky-backed flip charts help if more than one flip chart page is likely to be filled; ensure there is room for people to put full pages on the walls near their easel).
- Markers or small sticky notes for people to place on flip charts.
- A room(s) with multiple corners or places for people to gather and write on the flip charts or place their small sticky notes.
- Questions or topics for each flip chart station.

➤ **Step-by-step delivery of exercise**

- Flip charts are placed around the room with 1 question/topic written on each.
- Flip charts can be facilitated or participants can go at their own pace.
- If facilitated, they can be timed or participants can rotate at their own pace after they have contributed to the flip chart and question(s) are answered.
- After all stations have been rotated through, a lead facilitator, or the facilitator from each station should report out a summary of the input received.
- Make sure to collect the flip charts at the end or take pictures of them for your records.

➤ **Things to consider for event planners and the facilitator**

- How long do participants need at each station to give adequate input?
- Would having a facilitator at each of the stations help get deeper input or can people give feedback easily and move to the next station?
- Is guidance and questions clear and unambiguous?
- In case people are not forthcoming or shy to speak up, consider developing prompts that can help elicit additional feedback from participants.

Example Use and Outcomes

Roving Flip Charts were used in the following way at the Successful Adaptation Indicators and Metrics workshop in Jacques Cousteau National Estuarine Research Reserve (JCNERR) New Jersey:

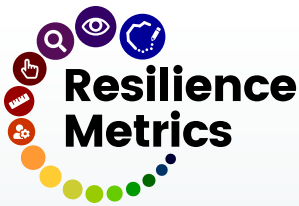
Session title: Identifying Resilience Indicators that Matter and We Can Trust

Alternative title: What indicators would REALLY tell participants that communities are more resilient in the context of a changing climate?

Time allowed for exercise: 1 hour total

Key intended outcomes:

- Participants learn about what makes a “good” indicator
- Participants identify a small set of meaningful indicators for resilience/successful adaptation that communities, FEMA, the state, and JC NERR can track



Facilitation:

- Key-up discussion before rotations with brief presentation on “What is a good indicator” (see Job Aid “What Makes a “Good” Indicator?”).
- Stations for input (with facilitators):
 - What should we be tracking?
 - What’s working in the Community Rating System (CRS) and other systems?
 - Can we pinpoint what would be ideal?
 - What’s doable?
 - Who should track which indicators?
 - What’s missing?
- Report back with lead facilitator to the whole group.

Insights Gained from the NJ Use Example

- The Community Rating System (CRS) is already being tracked and audited by a federal agency.
- Participants were unsure if CRS participation really resulted in increased resilience.
- Participants thought the hazard mitigation planning process might serve as another way to track adaptation progress within municipalities.
- Participants discussed the value of the incentivized system (such as the CRS offering lower flood insurance rates) to increased willingness to participate, despite the resource commitment the program requires.
- Municipal tracking often requires sustained resource investment which may be unattainable for small municipalities.

Other Resources/ References

- <https://www.activepresence.com/blog/facilitation-tools-wandering-flip-charts#.XUd9juhKjic=>
- https://www.canr.msu.edu/news/using_rotating_flip_charts_as_a_facilitative_tool
- Job Aid: “What Makes a “Good” Indicator?”