



CREATING THE ROADMAP

LAYER TYPE - WRITE IT THERE -

This method is used in a plenary session when a groups needs to define a detailed plan of action for the future. The core aim of the Roadmap is to help the group to honor the past, fully embrace the present and design together the common future. It gives a clear overview on what tasks need to be completed before others, which tasks can be executed contemporarily, relationships between tasks and the overall duration of the project.



Aims and Objectives

Design and formulate a coherent and effective work plan for the group at the end of a consulting process or revision.
Harvest the wisdom and energy of the whole group in one single, well structured document.
Reassure the group in a time of uncertainty and emotional stress.
Establish a long-lasting connection between the group and the facilitators



Time

Around two hours (with a break in between). Can be split in different phases, but none should be taken out.



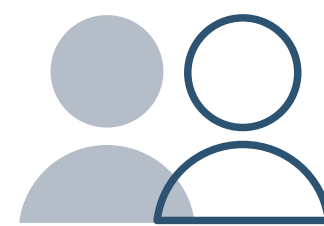
Materials Preparation

- A flip-chart pad with a few clean sheets
- Colored markers
- Large colored post-it notes,
- Masking tape
- Sheets of paper and pencils for participants



Target audience

Groups that need clear directions for the next steps, organically arranged over time with three timelines: short/mid/long term. Normally applied at the end of a facilitation & consulting work, lasting from one to three days.



Number of Participants

Minimum 5 – maximum 30.



Duration	Activity
10'	INTRODUCTION - ROADMAPPING AND CLIPS
10'	INDIVIDUAL REFLECTION
30'	COLLECTING TOPICS AND CREATING A MAP ON THE SHEETS
10'	BREAK
20'	LONG TERM PROJECTION
20'	CREATING A TO DO LIST
20'	DEBRIEFING

INTRODUCTION

FRAMING- 5 MINUTES

Creating the Roadmap is the final phase of the work, ideally a CLIPS facilitation.

It comes after a series of steps that start with the diagnosis (with the SAT, the Field of Force, SWOT and other methods), continue with specific work on the challenge areas that have emerged on the four levels, harvests the information that is hanging in the air and orients the groups on its next steps.

Roadmapping gives a clear overview on what tasks need to be completed before others, which can be executed contemporarily, relationships between tasks and the overall duration of the project.

It will benefit from graphic facilitation, and depending on the facilitator can be supported by input from Dragon Dreaming, Social permaculture, OASIS Game and others.

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INSTRUCTION 1 - INTRODUCTION 10 MINUTES

The facilitator explains how Roadmapping summarizes the entire CLIPS process and includes all levels and dimensions, interweaving the different phases of the group's future path, and showing how each level is connected to all others.

TIP: after a time of crisis, stagnation or hopelessness, supporting the group to create its own, unique and precious Roadmap is a service of high value, and a solid ground for the group to start working together again in a collaborative and motivated way.

INSTRUCTION 3 - COLLECTING TOPICS 30 MINUTES

On a flip-chart or on a sheet on the floor, **draw a linear map** starting from the today and extended into the future. Use the conventional left-to-right or top-to-bottom orientation. At the beginning, do not write down any date and leave the definition open for later.

Collect input from all participants on a second sheet, then systematize and **cluster** similar items. Transfer to large post-it notes in keywords.

Prioritize over time according to the level of urgency and to a logical sequence. Allow time for the group to discuss the controversial ideas, capture them as "items for decision" and set dates for decisional meetings in the near future. Only then, start **positioning** the notes on the timeline and start defining possible dates.

Graphic facilitation is important in this phase - try and make the map look as alive and attractive as possible, using symbols, colors, drawings, etc. This phase moves from a very short future timeframe (today-tomorrow) into a mid-term horizon (in two-three months).

INSTRUCTION 2- INDIVIDUAL REFLECTION 10 MINUTES

Each person receives a sheet of paper and a pen, and is asked to reflect individually on the question: "What are the next steps for our group? What is needed and urgent for our group right now?"

Encourage all participants to consider the 4 levels of the CLIPS model and the four dimensions (useful to have a large CLIPS model posted on the wall or the CLIPS mat). After 2 - 3 minutes of individual reflection, each person writes down a few short sentences about this (from a minimum of 3 up to 5).

Instruct people to be brief and clear, using keyword and focused concepts.

INSTRUCTION 4 - LONG TERM PROJECTION 20 MINUTES

After a short break, phase 3 looks into a **longer-term horizon**, six to twelve months.

Create working groups of 4-5 people and ask them to discuss what they want to see happen a year from now, based on the previous work.

Have them write down their input on separate papers. Invite the group to build in times for **revision and update** - possibly under CLIPS supervision.

Collect all ideas, sort and line them up, and allow the group to place them on the timeline.



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INSTRUCTION 5 - CREATING A TO DO LIST 20 MINUTES

Mark and highlight all important deadlines established on the map (budget approval – celebrations – festivals etc.). This part can become less practical and more vision-driven, depending on the group's context and level of activity.

Invite participants to place their name on each activity on the map as task focalizers, but leave other details to a later decisional meeting that will define specific roles, budgets and review processes for the planned actions.

Graphic facilitation will support this phase too, and color-code the different types of activity (decisional meeting – celebration – revision – practical activity – etc.) will orient the group's the energy.

INSTRUCTION 6 - DEBRIEFING 20 MINUTES

Sitting in a circle, participants are encouraged to share their personal experience and their perception on the common future.

The facilitator will ask questions like:

- How do you see the common future now?
- Has your perception changed from the beginning of the CLIPS work?
- Is there anything missing in this plan?

As facilitators, we bring in our trust in the group and in the process we design, our deep appreciation for the group's vision and mission, our creativity, humor and urgency to co-create with them a better future for humanity and for the planet.

As always, we are alert on roles and ranks, do our best to balance participation and bring the "small voices" into the big picture. Make sure you mark down the revision times and keep contact with the group to hear how the roadmap is unravelling.

The roadmap should remain at the group's disposal in the common area, and uploaded and stored in the archives, accessible on request.

