

## Acknowledgements

JustPartners, Inc. (JPI) wishes to thank Janice Jackson, Senior Consultant, for her leadership on the contents of this Guide. JPI's Vice President, Paula Dressel, edited the document, and Debbie Saag did the graphic design. The findings and conclusions presented herein are those of the project staff alone. The Guide is a product of JPI's Viable Futures Center, [www.viablefuturescenter.org](http://www.viablefuturescenter.org). The recommended reference for the document is as follows:

JustPartners, Inc., Facilitator's Training Guide: Viable Futures Toolkits #1 & #2.  
©JustPartners, Inc., Baltimore, MD, 2010.

## Preface

### For the Facilitator –

### Welcome to the **Viable Futures Toolkit (VFT)** Training Guide

This guide is a companion to VFT #1 and #2 ([www.viablefuturescenter.org](http://www.viablefuturescenter.org)), which provide ideas and strategies for capitalizing on the challenges facing communities in the 21st century, especially those soon to be affected by the coming age-wave -- the doubling of our senior population (65+) over the next twenty years. Both Toolkits advance the point of view that today's social, health, and financial issues should be viewed as opportunities to move toward a common aspiration – a viable future for all ages. From this point of view, *all* generations are resources for their families and communities and potential allies on issues of their interdependent concerns.

While VFT #1 can be viewed as an “encyclopedia,” providing deep planning tools, VFT #2 is its supplement, offering updates of best practices from throughout the country and streamlined planning strategies. In this Guide, you'll find a way to get up and running with the Viable Futures Toolkit in your community, no matter where you are in a planning and coalition-building process. The training will lay the groundwork for a process for communities to work together across generations in a holistic way to protect our human, financial, and natural resources and build a viable future.

The Guide has benefitted from the nonprofit organizations, government units, and community groups who have used the Viable Futures Toolkit. As our learning partners, they have raised probing questions about maximizing resources, sought greater clarity about the tools and their underlying point of view, and piloted versions of the tools in their work. Our hope is that this Guide will advance capacity-building further, so that a growing number of groups and organizations have the tools they need to do well by all generations.



<b>How to Use This Training Guide</b> .....	<b>3</b>
How the Viable Futures Toolkit Has Helped Others .....	3
Where the Training Can Be Helpful: A Checklist .....	4
Three Basic Training Options .....	6
<b>Option 1: Half-Day Training to Advance the Viable Futures Point of View</b> .....	<b>9</b>
Training Purpose .....	9
Desired Results .....	9
Sample Agenda .....	10
Content for the Session .....	11
Group Exercise: Viable Futures Thinking .....	22
Evaluation Form .....	26
<b>Option 2: Added Training for Focused Priority Setting/Problem Solving</b> .....	<b>29</b>
Training Purpose .....	29
Desired Results .....	29
Sample Agenda .....	30
Content for the Session .....	31
Evaluation Form .....	34
<b>Option 3: Customizing the Basic Components to Your Needs</b> .....	<b>39</b>
Training Purposes and Desired Results .....	39
<b>BONUS:</b> Session for Training Trainers.....	40
<b>BONUS:</b> Local Foods Video.....	41
<b>Training Aides</b> .....	<b>43</b>
Preparing for the Training: a To-Do List.....	43
Ground Rules for Discussion.....	45
Tips for Trouble-Shooting .....	46
<i>A Powerpoint Slide Bank is available separately.</i>	