Checklist: Leveraging Technology for Civic Engagement

- Get Community Input to Ensure You Are Meeting Real Need
  - Consider reaching out to:
    - Anchor institutions
    - Businesses
    - Community-based organizations
    - Faith-based organizations
    - Philanthropic organizations
- Identify a Problem Using Community Input
  - Create and implement a process to hear feedback from desired constituency
    - What are the urgent problems?
    - What ideas do you have to intervene?

- Determine Desired Outcomes

- Pinpoint Appropriate Type of Solution on Engagement Spectrum
  - Information
  - Engagement
  - Participation
  - Ownership

- Identify Appropriate Solution Strategy and the Role of Technology

- Connect With Possible Partners and Work Collaboratively to Execute Solution
  - Private Sector
  - Public Sector
  - Philanthropy

- Determine Ways to Ensure Equitable Access to Technology Solution
  - Understand current level of access in underserved areas
  - Seek opportunities to leverage project to improve access

- Set Realistic Timelines and Metrics for Success
  - Ensure sufficient time to build relationships
  - Begin assessing opportunities to revisit metrics and revise approach as needed

- Consider Additional Ways Effort Can be Leveraged
  - Evaluate additional funding opportunities from seed funding
  - Investigate ways in which solution can be applied to similar community concerns
  - Seek opportunities to coordinate multiple existing resources to expand impact

- Revisit Your Metrics and Revise Approach as Necessary to Make Improvements or Adjust Expectations

Source: Five Lessons for Tech-Powered Civic Engagement: The Charles Benton Next Generation Engagement Award Playbook