

Spokane Collaborative

OUTREACH GUIDE

September 2021

Elevator Pitch

- The Spokane Collaborative is a convening for community and health partners in Spokane County
- The Collaborative is a space to connect to other organizations, build relationships, and hear about what's going on in the community to impact health.
- Our mission is to address health equity in our community through cross-sector work and partnership building.
- New members are welcome anytime. Our members have built over 100 connections to other organizations since 2020!
- We are convening workgroups to impact four equity priority areas:
 - Affordable Housing
 - Reducing Family Violence & Trauma
 - Access to Behavioral Health
 - Oral Health

Sample Outreach Email

This is just a template. Of course personalize to the person and organization you're inviting!

Hi _____,

Personalized greeting

I'm writing to invite you to check out the Spokane Collaborative. We are a group of community and clinical partners in Spokane County who meet monthly around a shared vision of a health system that is accessible, equitable, and person-centered. We believe working together is the best way to achieve it!

I think the Collaborative would be valuable to you ... **Say how!** For example:

- In mental health care, you have clients who you wish you knew where to refer them to for equitable services/SDOH. Since 2020, our members have built over 100 new connections to other organizations across sectors.
- During COVID, we know housing challenges have been exacerbated. The Affordable Housing workgroup of the Spokane Collaborative is working to improve availability of rental assistance, access to pre-requisite curriculum for affordable housing, and transportation from affordable housing to health services.
- Other – customize to the invitee & their work/interests!

I've found the Collaborative to be a great place to share and gather information about health initiatives in our community, build new partnerships, and keep in touch with colleagues outside of my

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organization. There are currently over 50 member organizations and we always welcome new members. There is no cost to attend.

The expertise you bring to the table would be invaluable in our efforts. **Say how! For example:**

- Since 2020, our members have built over 100 new connections to other organizations. However, the (---) sector is missing from our table/the (---) workgroup. We would love to have you.

If you're interested, let me know if I can answer any questions you may have! I'm happy to chat more about the Collaborative and how I've been involved.

Meeting dates and more about the Spokane Collaborative is found [here](#).

Thank you,

Sign off

Supporting Documents List

These documents provide supplemental information that can help in outreach and conversations. =

Posted here: <http://www.betterhealthtogether.org/bold-solutions-content/spokane-collaborative-overview>

- **Spokane Collaborative Overview**, includes:
 - What is the Spokane Collaborative?
 - Membership & Governance
 - Vision
 - How we work
 - New member mentorship
 - Collaborative meetings
 - Joining a workgroup
 - Level of Engagement
- **Collaborative Milestones Timeline** – from launch in 2018 to present day
- **Meet the Collaborative Connection Team (CCT)** – leadership team bios
- **Spokane Collaborative Member List**

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Conversation prompts for potential new members

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1. How did you (outreach person) get involved in the Collaborative? What parts have been most valuable to you?
2. What the CCT (Collaborative Connection Team – leadership body) do?
3. What does a typical Collaborative monthly meeting look like?
4. What does an equity workgroup meeting look like or cover?
5. How do I get involved in an equity workgroup activity?
6. How many representatives from each organization join the meetings?
7. Are we expected to meet outside of the monthly Collaborative meeting?
8. Is there compensation for joining the Collaborative meetings?
9. I would like to share work my organization is doing / a project I need partners for. Who do I ask to present at the Collaborative?
10. Am I allowed to share the Collaborative meeting details with interested parties?

Suggested answer to conversation prompts for potential new members

1. **How did you (outreach person) get involved in the Collaborative? What parts have been most valuable to you?**
 - Up to the you to answer this one ☺
2. **What the CCT (Collaborative Connection Team – leadership body) do?**
 - The CCT is the leadership group for the Collaborative. They guide the strategic direction of the Collaborative, make budget decisions and release funding opportunities, look for opportunities for the Collaborative, and more.
 - When the CCT makes budget decisions, it is typically to allocate a pot of funds for the Collaborative as a whole or as workgroups to make specific decisions about. We're fans of participatory budgeting practices.
3. **What does a typical Collaborative monthly meeting look like?**
 - The Collaborative meetings monthly on the 3rd Thursdays, 1-3pm.
 - Typically, the full Collaborative meets 1-2pm, and then the equity workgroups breakout from 2-3pm.
 - At each meeting we have time for showcasing Collaborative partners and brief share-outs of partner news, asks, and upcoming events.
 - We may also do other things as the full group, like planning or sharing out from equity workgroups, connection-building events like speed dating, and visioning/planning/direction setting for the Collaborative.
4. **What does an equity workgroup meeting look like or cover?**

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- Each workgroup is at a different place in their planning and implementation process. So each workgroup is self-governed and paced.
- A workgroup meeting may include planning next steps, check-in and course correction, making budget decisions, brainstorming direction, identifying partners to support work, learning and sharing about existing efforts to boost, and more.

5. How do I get involved in an equity workgroup activity?

- Getting involved in a workgroup is as easy as starting to attend the workgroup meetings. When you see work you would like to support or lead, discuss it with the group. The workgroups are self-governing, and welcome new members and ideas.
- For information about what the workgroups are current working on, ask your mentor and see this [page](#).

6. How many representatives from each organization join the meetings?

- Organizations can bring as many representatives as they like!
- Some organizations participate in multiple equity workgroups, which meet simultaneously during the monthly Collaborative meeting, so it's helpful to have more than one representative in that case.
- Note that there is still only one vote per organization on voting matters (such as approving the Charter, budgets, etc.)

7. Are we expected to meet outside of the monthly Collaborative meeting?

- No. The exception is workgroup activity leads, who may meet separately with BHT between Collaborative meetings as needed.

8. Is there compensation for joining the Collaborative meetings?

- No, but there is no membership fee either!
- Collaborative members with an active MOU are eligible to request Collaborative funds through the workgroup activities and LOIs/RFPs as available.

9. I would like to share work my organization is doing / a project I need partners for. Who do I ask to present at the Collaborative?

- Great! There is time on the agenda at every monthly meeting for Partner Shares. You can notify the BHT staff in advance, particularly if you have materials you'd like to share.
- We also do more in-depth Partner Showcases at most meetings. These may be themed around particular sectors, interesting local partnerships, or showcasing new Collaborative members.
- BHT also helps connect Collaborative members following meetings using our [Coffee Date Request](#), if members would like a warm introduction to each other.

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- Information and materials shared during our meetings are posted on the [Collaborative webpage](#) and shared in the meeting follow-up email.

10. Am I allowed to share the Collaborative meeting details with interested parties?

- Yes! We encourage folks to share about the Collaborative, and we always welcome new members.

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Mentor guide

Supporting documents list

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Conversation prompts for Mentors

1. What made you (mentee) interested in joining the Collaborative?
2. How did you hear about the Collaborative?
3. How long have you been doing the work you're doing now?
4. What is your favorite project you're working on? What is the least favorite?
5. Is there a project or idea you are stuck on that could get off the ground with some support/partnership?

Suggested answers to “Conversation prompts for Mentees”

11. How did you (mentor) get involved in the Collaborative? What parts have been most valuable to you?

Up to the mentor to answer this one ☺

12. What the CCT (Collaborative Connection Team) do?

- The CCT is the leadership group for the Collaborative. They guide the strategic direction of the Collaborative, make budget decisions and release funding opportunities, look for opportunities for the Collaborative, and more.

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- When the CCT makes budget decisions, it is typically to allocate a pot of funds for the Collaborative as a whole or as workgroups to make specific decisions about. We're fans of participatory budgeting practices.

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- For information about what the workgroups are current working on, ask your mentor and see this [page](#).

16. How many representatives from each organization join the meetings?

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- No, but there is no membership fee either!
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