Workshop Follow-Up

Below is a list of follow-up plans that other countries have used. State what you, the workshop participants, will do to follow-up on this workshop so that progress and learning can continue. Be as specific as you can. These activities will be done by you independently, and owned by you.

- **Write up a workshop statement or report**
  - What is the purpose of this activity:
  - Who will do this:
  - How will it be done:
  - How will it be distributed (meetings, websites, email, other):
  - To who will it be distributed:
  - Can you do this with the information you have? If not, name what you will do to get the information you need:

- **Build or revive a development planning coalition** (such as an inter-agency or inter-ministerial committee)
  - What is the purpose of this activity:
  - Who will do this:
  - How will the group be convened:
  - How will the group be maintained:
  - Can you do this with the resources you have? If not, name what you will do to get the resources you need:

- **Take workshop material to your development planning coalition** (e.g., meetings for planning the upcoming Poverty Reduction Strategy or National Vision Plan)
  - What is the purpose of this activity:
  - What workshop material will be taken to the forum:
  - Who will do this:
  - Who will the materials be distributed to:
  - How will the materials be delivered so that it will be applied to the development plan:
  - Can you do this with the resources you have? If not, name what you will do to get the resources you need:

- **Distribute workshop material to other development stakeholders and decision-makers** (participants’ report, handouts, PowerPoints, outputs from workshop exercises, personal lessons)
  - What is the purpose of this activity:
  - What workshop material will be distributed and to who:
  - How will it be distributed:
  - Who will deliver it:
  - How will you make sure it is received and has an impact on the receiver:
  - Can you do this with the resources you have? If not, name what you will do to get the resources you need:
- Convene another workshop for a wider group of development stakeholders and planners
  - What is the purpose of this activity:
  - Who will convene the workshop:
  - Who will attend the workshop:
  - What will the workshop cover:
  - What will be the result of the workshop:
  - Can you do this with the resources you have? If not, name what you will do to get the resources you need:

- Prepare for a large event, such as a summit, a donor meeting
  - What is the purpose of this activity:
  - What is the event:
  - Who will lead the preparations:
  - Who will participate in preparations:
  - What will they prepare (e.g., participants' workshop report, a development plan):
  - Who will receive what is prepared (e.g., a representative of a development agency):
  - How will it be delivered (e.g., in meetings, presentations):
  - Can you do this with the resources you have? If not, name what you will do to get the resources you need:

- Give workshop materials to the donors who are writing strategies and preparing projects in your country
  - What is the purpose of this activity:
  - What workshop material will be delivered and to who:
  - How will it be delivered:
  - Who will deliver it:
  - How will you make sure it is received and has an impact on the receiver:
  - Who will do this:
  - Can you do this with the resources you have? If not, name what you will do to get the resources you need:

- Maintain strategic communications and collaboration with the workshop participants
  - What is the purpose of this activity:
  - What will be communicated and how (email, website):
  - What will be collaborated on and how (email, website):
  - Who will participate in this:
  - Who will set this up (if technology, like a listerv or website is needed):
  - Who will lead this:
  - Can you do this with the resources you have? If not, name what you will do to get the resources you need:

- Have another idea? List what it is and how it will be done (use the back of this page if needed):