

## LET'S GET STARTED planning your event

### WHEN & WHERE

On The Table can take place over breakfast, lunch, dinner or any time in-between. Conversations can be hosted anywhere: in homes, restaurants, places of worship, schools, libraries, offices, parks and other community locations. Franklin Tomorrow will kick off the event at Breakfast With The Mayors on Tuesday, Nov. 5, 2019 at Rolling Hills Community Church. The week-long initiative will wrap-up on Saturday, Nov. 9, 2019 at Columbia State Community College.

### THE GUESTS

The invitation list is up to you. Start with people you know—friends, family, colleagues and neighbors—or expand your circle. Consider co-hosting your event with a local place of worship or nonprofit, asking your guests to bring a friend or inviting people from your network who don't already know each other.

### THE NUMBERS

Eight to 12 guests per table is ideal. On The Table is about giving everyone a chance to speak and be heard. If you want to host a larger gathering, consider breaking into smaller groups and allowing time for each to discuss and report out to the larger group.

### SPREAD THE WORD

What are your ideas to create a better community? How will you use your On The Table conversation to bring your colleagues, friends, family and neighbors together to think about change in your organization, neighborhood or throughout the city? Franklin Tomorrow encourages you and your guests to share commitments and connections with us before, during and after your conversations using the hashtag #OnTheTableTN.

### REGISTER YOUR EVENT

Whether you are hosting one conversation, several or 20 or more, be sure and register your event at [FranklinTomorrow.org/onthetable](http://FranklinTomorrow.org/onthetable).

### ATTEND A TRAINING

As we draw closer to Nov. 5, Franklin Tomorrow will offer several host training events that will help better prepare you for the big day. These training dates and times can be found in the host material section at [FranklinTomorrow.org/onthetable](http://FranklinTomorrow.org/onthetable).



### steps to an open conversation

To help get your conversation started, we've provided a list of sample conversation starters. These conversation prompts are intentionally left very open-ended. **Why?** To encourage participants to think creatively and reflect on possibilities rather than fixate on already identified challenges.

#### Remember that every guest's ideas and stories are important.

On The Table conversations should provide an opportunity for all participants to reflect on what we value most, consider choices and trade-offs, and invite all ideas.

**Encourage a look at positive steps forward.** Franklin Tomorrow wants to showcase what emerges from On The Table conversations in order to inspire collaboration and action to help drive progress across our community. Have your guest check into the event by texting **TABLE19** to 629.206.5895.

Complete a sign-in sheet & log it electronically online. This valuable information helps Franklin Tomorrow capture a true picture of who participated in On The Table. Snap a picture of the completed form and email it to [Staci@franklintonmorrow.org](mailto:Staci@franklintonmorrow.org)

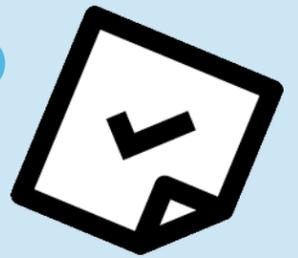
DO

- + Encourage everyone to participate.
- + Invite guests to follow-up and expand on ideas.
- + Share your photos, videos and stories using the hashtag #OnTheTableTN on Twitter, Instagram and Facebook.
- + Call Franklin Tomorrow at 615.794.0998 with any questions.

DON'T

- Micromanage the conversation: let it flow freely.
- Be judgmental or dismissive of any person's comments or ideas.
- Promote arguments or unproductive debate.
- Be afraid to ask if you have questions—we have a team ready to help.

## WRAPPING UP after your event



In today's world, this act of coming together has never been more important. **Talking—and listening**—to our neighbors is an important first step toward creating a more connected and engaged community.

Before your guests depart, encourage them to help us record thoughts, actions and ideas coming out of your conversation by **completing a short survey** that will be delivered via text message 45 minutes after checking into the event.

Franklin Tomorrow plans to utilize the collected information to assist in the visioning for the future of Franklin by shaping its strategic plan and future events. Once collection is completed, Franklin Tomorrow will share results of common themes that emerge from the conversations. **What happens next is up to you.**

**Share your success stories, challenges and ideas** with us and the other following ways:

- Social Media—Facebook, Twitter, Instagram using #OnTheTableTN.
- Email us at [admin@franklintonmorrow.org](mailto:admin@franklintonmorrow.org).
- Leave a message with us at 615.794.0998.
- Send us a note:  
Franklin Tomorrow  
P.O. Box 383  
Franklin, TN 37065

## JOIN US for a community-wide reflection

### NOVEMBER 9, 2019

**COLUMBIA STATE COMMUNITY COLLEGE  
WILLIAMSON COUNTY CAMPUS**  
9 a.m. -11 a.m. | Come & Go Event

- Find a place to plug into the community for direct service
- Be part of positive change in Franklin
- Last chance table conversations

## conversation starters

We've compiled a list of questions to inspire conversation that get at the heart of On The Table. There's no requirement to discuss them all or to take them in a particular order. Consider these examples:

- What do you say when you are bragging about Franklin? What do we do well? How can we use those things to strengthen our community?
- What inspires or motivates you to be involved in the community and/or your neighborhood?
- What is the single most important opportunity in our community or your neighborhood right now and why?
- What's missing in Franklin? What does our community need? What can we do as individuals or together to work on these opportunities?
- What are one or two ideas that came from our conversation today that you can take action on to move our community forward?

### ENGAGING OUR FUTURE

Young people are critical to our city's future. On The Table strives to engage those voices and support creative and energetic ideas from our community's youth—at home, around the family dinner table or through school, community groups and places of worship. For additional ideas on how to do this, you can find toolkits specifically for schools/youth at [FranklinTomorrow.org/onthetable](http://FranklinTomorrow.org/onthetable).

## HOST CHECKLIST.

### before

- Register as a host.
- Invite your guests.

Private hosts will invite whoever they want to attend their conversation.

Public hosts, create an Event Brite event and share the invitation link with [admin@franklintomorrow.org](mailto:admin@franklintomorrow.org). Franklin Tomorrow will help promote your available seats at the table.

- Make any arrangements.

Are you hosting at a restaurant or park? Make sure you communicate with that venue so they know what to expect.

- Attend a host training—find more details at [FranklinTomorrow.org/onthetable](http://FranklinTomorrow.org/onthetable)

### during

- Have all guest check-in by texting TABLE19 to 629.206.5895.
- Have all guest sign-in using the Host Sign In Sheet.
- Start the conversation with ONE of the conversation starters.

If there is a lull in conversation, introduce another conversation starter.

Don't feel you have to cover each conversation starter.

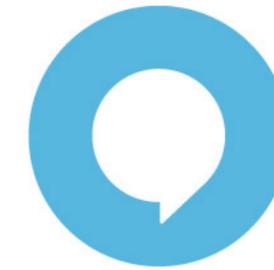
Allow each guest to voice their opinion.

Steer the conversation to paths of positivity.

- If comfortable, take pictures and share on social media using #OnTheTableTN.
- Encourage each guest to share their experience by completing a survey they will receive electronically.
- Thank your guests for their time.

### after

- Send the completed Host Sign In Sheet to [admin@franklintomorrow.org](mailto:admin@franklintomorrow.org).
- Share your experience by completing a survey you will receive electronically.
- Share any pictures you may have captured to [admin@franklintomorrow.org](mailto:admin@franklintomorrow.org).



**on the table**  
your voice matters.

## 2019 Host Guide

your guide to successfully host  
an On The Table experience

### timeline

Sept./Oct. | Host Trainings

Nov. 5 | Tues. | Breakfast With The  
Mayors Kick-Off at Rolling Hills  
Community Church

Nov. 5- Nov. 8 | various public & private  
events across Franklin

Nov. 9 | Sat. | Engage Franklin Wrap-Up  
at Columbia State Community College

F R A N K L I N  
T O M O R R O W

Engage • Collaborate • Advocate