



## Community Building Circle Planning Sheet

<b>Who will be in the Circle?</b>	
<b>What is the purpose of the Circle?</b>	
<b>What is the theme or topic of the circle?</b>	
<b><u>Opening</u></b>  What tone do you want your opening to set?  What type of opening will you use? Quote? Game? Song? Video?  Consider a brief centering/grounding breathing exercise if the circle will be intense	
<b><u>Check-in</u> to determine how everyone is in this moment</b>  What tone do you want your check in to set? Silly? Serious? Stress relief?  What will you use for a check in?	
<b><u>Guidelines</u></b>  Standard Guidelines?  Create Guidelines together?	

<p><b><u>Rounds</u></b></p> <p><u>Round 1:</u> Storytelling to get to know each other better</p>	
<p><u>Round 2:</u> Related to the topic/theme</p>	
<p><u>Round 3:</u> Reflection on what you heard in the last round</p>	
<p><b><u>Check out to determine how the circle experience was</u></b></p> <p>How are you feeling now?</p>	
<p><b><u>Closing</u></b></p> <p>What type of closing? Affirmations? Quote? Song?</p>	
<p><b>What will you use for a talking piece?</b></p>	
<p><b>What will you use for a centerpiece?</b></p>	
<p><b>Before you Finish</b></p>	
<p>Check your Tone</p>	<p>Is your circle inviting, welcoming, inclusive &amp; safe?</p>
<p>Check your Rounds</p>	<p>Are your questions: Open-ended? Non-threatening? Relatable for all participants? Easy to answer?</p>
<p>Check your Time</p>	<p>Each time you pass the talking piece, estimate 10 minutes for it to go around. Will your circle be possible in the time you have? Consider creating optional rounds to include or leave out as time permits</p>