

ANNEX 2: Facilitation guidelines for the activities for the Strategizing Workshop (Phase II)

Time (Total 4.5h)	Activity	Content	Materials needed
15'	Part 1- Welcome to participants, signature of informed consent and assistance form (QR code). Identification badge	Welcome participants, give them the badge and ask them to sign the documents and to take a sit in different groups/ tables.	Pens and sticky notes of different colours at all tables during all the workshop. Identification badges
30'	Part 1- Presentation of the workshop and previous results	1) One person representing the organizers presents the project in case there are new participants. Then introduces the workshop aims, the previous actions and next steps. 2) All participants present themselves (name, entity, and role in the food system) 3) Present the latest version of system understanding resources, vision of the future and values and explain that this content is available at each table 4) Explain that today we will reflect around how to get from the present situation of the food system to the future vision: What changes do we need? Explain that a list of initiatives organized into themes has been obtained. Present the programme, ask them for consent to record and take pictures during the workshop.	Slides Programmes of the workshop printed at each table At each table: Resources for system understanding Vision and values Cards of initiatives classified under the different themes
30'	Part 2: Validation of results of system understanding, vision, values and main themes	At each table, the facilitator leads the following validation reflections: - Do you agree with the system understanding, vision and values which resulted from previous workshops? Is there any important contribution you would like to make? - Presentation of the themes and some examples of initiative cards: do you think these themes are understandable? Do you find any other one missing?	

30'	Part 3: Reflection on organization's motivations to work on the themes	• Ask participants to join other participants of the same organization and to reflect on the themes, and their motivation and needs for collaboration to work on them. • Remind them to check the document with results of previous workshops and the cards with initiatives for the different themes • They are given a DINA4 and are invited to reflect on their organization's role in achieving the vision: 1. What initiatives under which themes is your organization involved in? Do you think your organization should get involved in others? Which ones? 2. To what degree is there motivation in the organization to work on them? 3. What needs for collaboration and synergies do you have to work on them?	Template for organizations printed in DINA4 (one per Organization)
20'	Part 3- Presentation from each organization	Each organization shares the results with all participants. During each presentation, the facilitator captures the main points on sticky notes. I.e. she adds sticky notes with the name of the organization next to the themes in which it is focusing (green if they are already working on it and orange if they want to work on it)	Mural: Themes printed in DINA5 on the wall
20'	Coffee break		