

## Guide to Toolkit for Working Group Members

Thank you for leading this Community Conversation for the LGBTQ Cultural Heritage Strategy.

The City Agencies are relying on the Working Group and community members to contribute to the development of the Strategy on topics such as cultural celebration, placemaking, nighttime entertainment, community services, community preservation, and economic opportunities. Your participation in collecting feedback from community members will help ensure that the needs and concerns of the LGBTQ community are fully represented in the Strategy report.

When you complete the community conversation, please include all written materials in the stamped envelope and drop them in a postbox. The feedback you gather will be compiled into a progress report that will be shared with the Board of Supervisors.

### Tips

We encourage you to adapt this toolkit's materials, process and questions to work best for you and the community conversation you would like to host. We are interested in hearing from community members in that ways that work best for them and you. Instead of using the worksheets and discussion guide script, feel free to:

- Put up a whiteboard or a piece of butcher paper in your kitchen with questions for people to respond to during a social gathering
- Hand out the worksheets for people to fill out on their own and drop in a box at a dinner party
- Have an informal conversation about LGBTQ cultural heritage needs and goals over wine

### Contents of this Community Conversation Toolkit

- Guide to Toolkit (1)
- Community Conversation Discussion Guide (1) for facilitator
- Participant Worksheet (7)
- Comment and Feedback Form (8)
- Sign-In Sheet (1)
- Project information cards
- Stamped envelope (1)

### Questions or Concerns

If you have any questions, please do not hesitate to contact either:

- Honey Mahogany, Community \ Coordinator, at [honeymahogany@gmail.com](mailto:honeymahogany@gmail.com)
- Frances McMillen, Preservation Planner with the San Francisco Planning Department [frances.mcmillen@sfgov.org](mailto:frances.mcmillen@sfgov.org) or 415-575-9076.