



Exercise: Defining Clear Objectives

Importance

Clear objectives are the foundation of any successful action plan. They provide direction, help prioritise efforts, and ensure that activities address the specific needs of the garden community. Without well-defined objectives, projects can become unfocused and fail to meet the community's needs.

Preparation

Gather the garden group and provide markers, sticky notes, and a whiteboard.

Brainstorming

Ask participants to write down their goals for intercultural activities on sticky notes (e.g., promoting language exchange, celebrating cultural festivals).

Grouping

Group similar ideas together on the whiteboard.

Discussion Discuss the goals, prioritise them, and refine each into a clear objective using the SMART framework (Specific, Measurable, Achievable, Relevant, Time-bound).

Finalisation

Write down the top 3-5 objectives that the group agrees upon and use them as the basis for the action plan.





Exercise: Steps in Action Planning

Importance

An action plan breaks down larger goals into smaller, actionable steps. It helps to allocate tasks, manage time, and align resources effectively. By following specific steps, garden groups can maintain momentum and adapt as needed during the project.

List Key Actions

As a group, list the main tasks needed to realise a certain activity (e.g., organising a cultural cooking event). In the next topic you will learn about different activities and how to find the right one so you can specify your action plan.

Assign Responsibilities

Identify who will be responsible for each task. Take into account the different people's qualities, capacities and interests.

Set Deadlines

Agree on realistic timelines for each step.

Identify Resources: Discuss what resources (e.g., funding, materials, volunteers) are needed for each action.

Review and Adjust

Create a shared document or board with the action plan and review it regularly to adjust as needed.

