

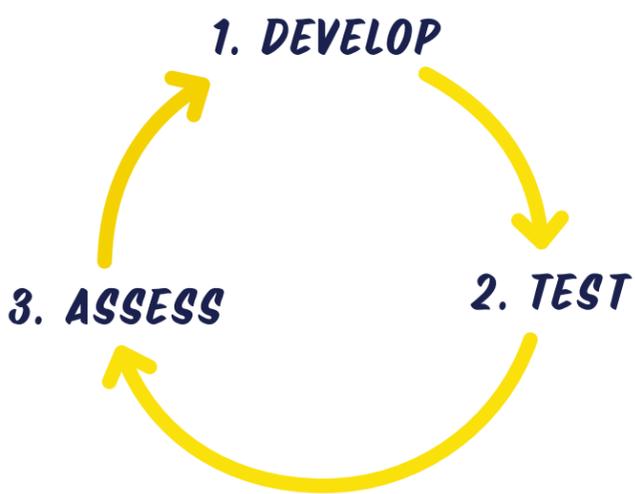


Prototyping and Evaluation Worksheets

EVALUATION WORKSHEET

This hand-out describes the four step process of developing and testing the ideas of supportive housing for your group.

PROTOTYPE



1. DEVELOP
the rapid prototype in a small group.

2. TEST
your idea with key stakeholders.

3. ASSESS
their feedback using a rating sheet.

4. RECOMMEND
what we should do with the prototype.



STOP

Celebrate learning; move on.



PIVOT & PERSEVERE

Adapt prototype and/or continue testing.



DOUBLE DOWN

Proceed to pilot or full adoption.

STEP 1: DEVELOP YOUR PROTOTYPE

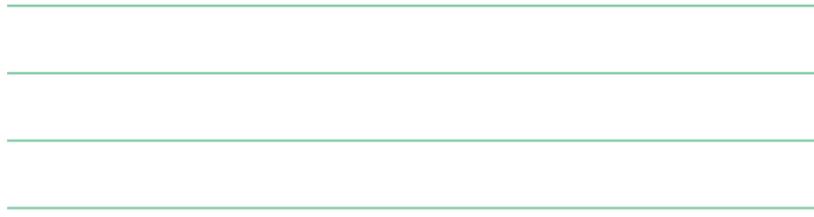
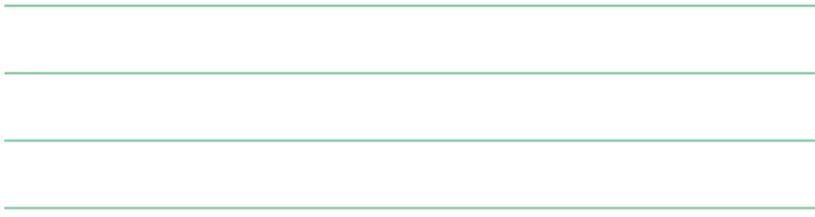
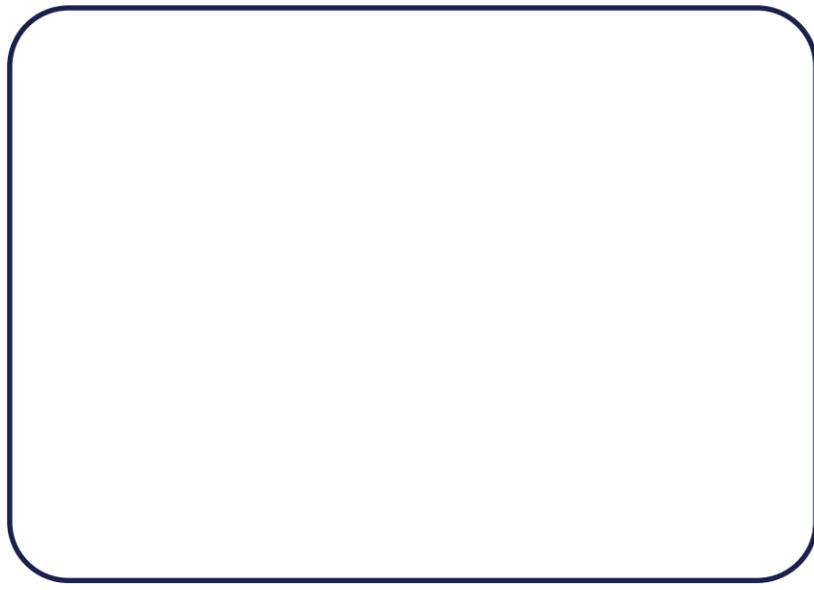
Name of Prototype

Describe the big idea succinctly in a couple sentences:

(Make sure to include short descriptions of both the space and the innovative support model)

Build out the idea:

Use the story board on the following pages. Use pictures and words to show how your idea works.



Going deeper:

Now identify and describe up to 3 key features each for the PHYSICAL SPACE and SUPPORT MODEL.

Key Features for PHYSICAL SPACE:

		
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Key features for SUPPORT MODEL:

		
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Revisit your “Must Haves” and “Nice to Haves”

Record the “Must Haves” and “Nice to Haves” you created before in the chart below. Are you happy with how they’ve been incorporated into your prototype so far? If yes, move on to the next step. If no, go back to your prototype and tweak it.

MUST HAVES	NICE TO HAVE
<input type="checkbox"/>	<input type="checkbox"/>

Describe how the PHYSICAL SPACE of your prototype does or does not fulfill the following criteria:

We know there are real life constraints that make it impossible to incorporate all five criteria in their 'perfect' form in one prototype. Embrace these tensions and summarize them here. After you've moved through each criterion ask yourself - Is there anything we need to add or change about our prototype based on this conversation?

Innovative
Inclusive (Supports inclusion & belonging)
Accessible (How and to whom?)
Affordable (How and to whom?)
Supported by Stakeholders (Which ones?)
Viable & Sustainable (How does it work within existing funding environments?)

Describe how your SUPPORT MODEL prototype does or does not fulfill the following criteria:

We know there are real life constraints that make it impossible to incorporate all five criteria in their 'perfect' form in one prototype. Embrace these tensions and summarize them here. After you've moved through each criterion ask yourself - Is there anything we need to add or change about our prototype based on this conversation?

Innovative
Inclusive (Supports inclusion & belonging)
Accessible (Accessible to people with varying abilities?)
Affordable
Supported by Stakeholders (Which ones?)
Viable and Sustainable (How does it work within current funding environments?)
Taps into Natural Community Supports

Who benefits?

--

How would this be beneficial for....

people with developmental disabilities:
natural supports (neighbors, allies, roommates):
_____:
_____:
_____:

What are you least certain about?

--

What resources do you need? *(People, Materials, Technology, Financial)*

Don't worry about getting too specific here - the Business Case Experts will add more detail in the next phase of the lab. Do include key information on what's needed to bring your prototype to life (e.g. What support roles? About how much land? etc.)

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After the workshop you will use the ideas recorded above to create (1) a short booklet and (2) a short video summarizing your prototype to use when testing with stakeholders.

STEP 2. PLANNING BEST WAYS TO TEST IDEAS

Once you have completed your prototype, you need to plan and implement a process of testing it with key stakeholders.

Use the chart below to help you make a plan for testing. A couple of notes before you get started:

- Return to the stakeholder map in the Primer to ensure you connect with a diverse set of stakeholders.
- Rebecca can help connect you with a stakeholder group if your team does not have a connection on your own.
- Check out the "Stakeholder Testing Tool" found in this workbook.

This is a simple interview guide you can use for one on one conversations with stakeholders. In most cases, this tool will do the trick. But if your team wants to do more or go deeper with their testing they can contact Mark Cabaj.

Mark Cabaj Available to Assist with Designing Testing Tools and Sense Making

- Mark can assist with the design of additional testing tools such as: interview guides, surveys, or focus group outlines if needed. For example, if someone on your team wants to test the prototype and/or some of its features with a group of people in their workplace, Mark can help create a customized set of questions to go deeper in one area they know lots about.
- Coaches and Designers can connect with Mark about what your team needs for testing.
- After you have done some testing with stakeholders, Mark will work with you to help you make sense of what you are learning in a team meeting.

KEY STAKEHOLDER	Names of People	What questions would you like to ask them?	How will you show them the prototype (e.g. video, booklet, other) and how will you get their feedback (e.g. interview, survey, focus group)?	Who will connect with them? How? By when?	What assistance do we require to test the idea? <i>(e.g. None, we will use the Stakeholder Testing Tool in this booklet OR Consult Mark Cabaj for help creating a specific tool to talk to a group at PDD about viability)</i>
People with disabilities					
Family members & allies					
People offering natural supports					
PDD					
Builders or Developers					

KEY STAKEHOLDER	Names of People	What questions would you like to ask them?	How will you show them the prototype (e.g. video, booklet, other) and how will you get their feedback (e.g. interview, survey, focus group)?	Who will connect with them? How? By when?	What assistance do we require to test the idea? <i>(e.g. None, we will use the Stakeholder Testing Tool in this booklet OR Consult Mark Cabaj for help creating a specific tool to talk to a group at PDD about viability)</i>
Housing Funders					
Service Providers					
Other _____ _____					

Now you are going to imagine how your prototype or some of its features might be tested in the future (these are not tests you will do now)...

if you were to do a field test of your prototype or some of its features...

What's the fastest test? *(If you were to test your prototype or a feature of your prototype in one day with minimal resources, how would you do it?). Describe the test in the box below. For example: If your prototype has a community animator role as part of the support model you might bring some people together to role play what that looks like."*

List the steps you would take to accomplish this test.

How will you know this test has been a success?

STAKEHOLDER TESTING TOOL

PROTOTYPE NAME

NAME OF STAKEHOLDER

TYPE OF STAKEHOLDER

1. What do you like most about this idea?

2. How can the idea be improved?

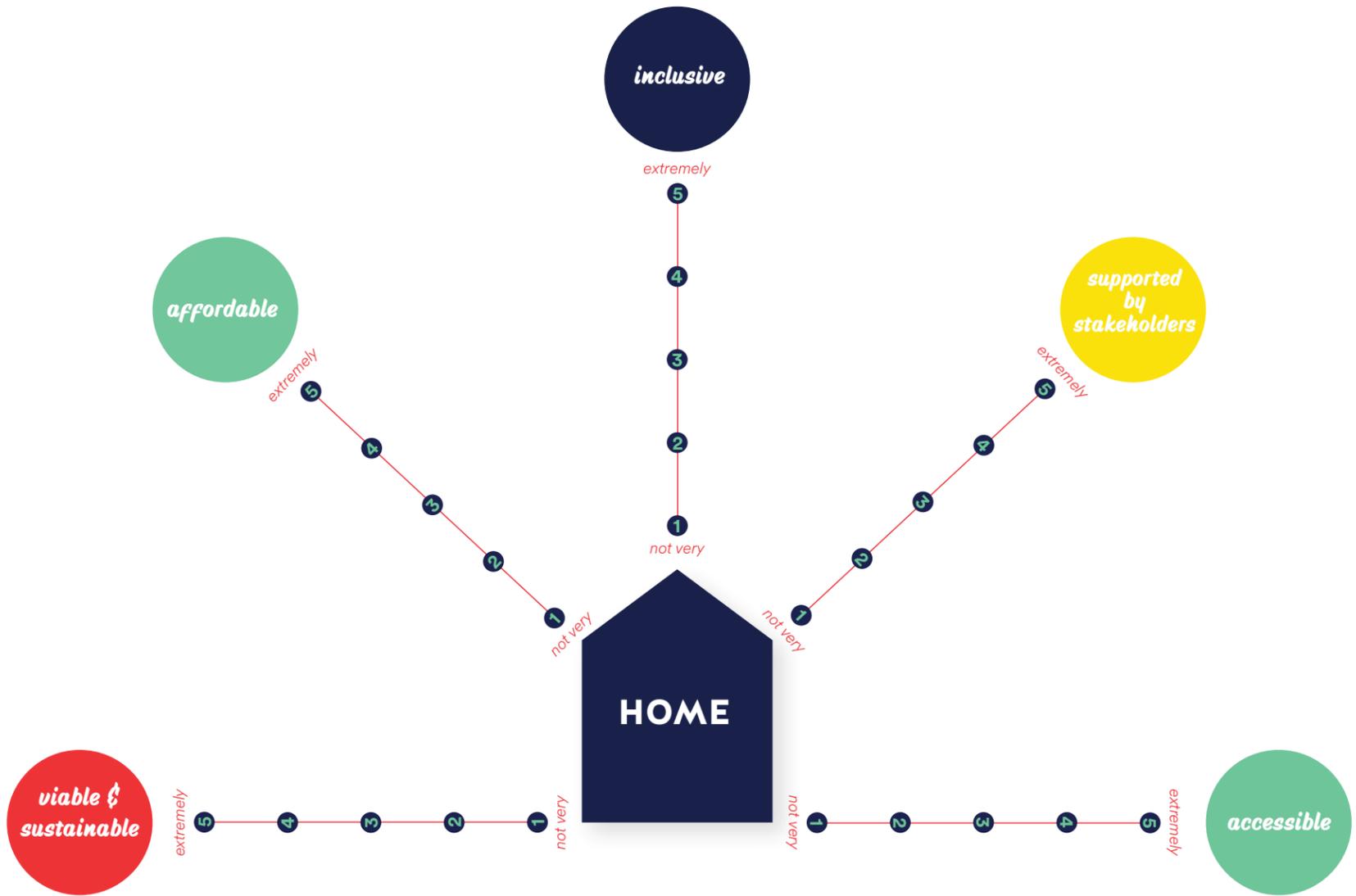
3. What is your level of support for the idea?

- 1** I really don't like it and don't think it should be pursued further.
- 2** I don't like it, but won't get in the way.
- 3** I am unsure at this point.
- 4** I have some reservations about it, but support it.
- 5** I really like it and fully support it.

4. Why did you rate it this way?

5. What else would you like to tell us about this idea?

6. How would you rate this prototype on each of the following five criteria?



If you gave a low rating on one of the criterion above, explain why.

7. To what extent do you think this prototype is supported by the following stakeholders?



If you gave a low rating on one of the criterion above, explain why.

STEP 3. ASSESS - WHAT DID YOU LEARN?

After reviewing the feedback from stakeholders, sit down with your team and rate your prototype using the following table.

KEY CHARACTERISTIC		Very Poor	Poor	Unsure	Good	Excellent	Why did you rate this way?
		1	2	3	4	5	
INCLUSIVE	To what extent might this prototype support the inclusion and belonging of people with disabilities - incorporating ways for people to have meaningful things to do, feel valued and respected, have choice and autonomy, and build rich and varied relationships?						
ACCESSIBLE	To what extent might this prototype be accessible - incorporating principles of universal design, considering proximity to neighborhood amenities and access to human services, and attend to durability and stability?						
SUPPORTED BY STAKEHOLDERS	To what extent would key stakeholders support and/or like to adopt or be involved in employing the idea contained in the prototype?						
VIABLE AND SUSTAINABLE	To what extent are the key stakeholders operating within a supportive context (e.g. policies, structures, values, etc.)?						
AFFORDABLE	To what extent might this prototype be affordable to someone living on AISH?						
FEASIBLE	To what extent do we think that our community has the skills and knowledge required to implement or manage the idea in this prototype?						
OTHER	 <hr/> <hr/>						

STEP 4. RECOMMEND

Based on your assessment, make a recommendation about the future of the prototype.

1. What is your recommendation?

- Double Down – proceed to pilot or full adoption.**
- Pivot & Persevere – adapt prototype and/or continue testing.**
- Stop – celebrate our learning and wind it up.**
- Other**

2. Why did you rate this way?

3. Consider you are passing your prototype off to a Business Case Expert. What do you think needs to be done next? Are there certain features of the prototype that need to be stopped, adapted, or tested more? Are there additional stakeholders that it needs to be tested with?