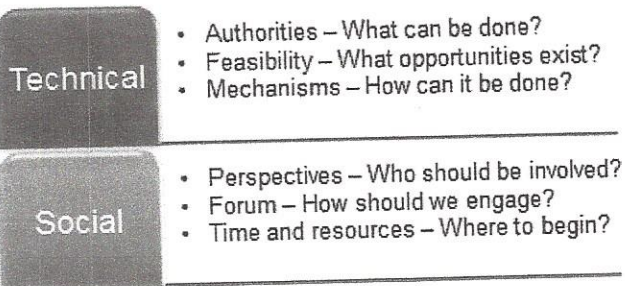


Air Force Community Partnership Process

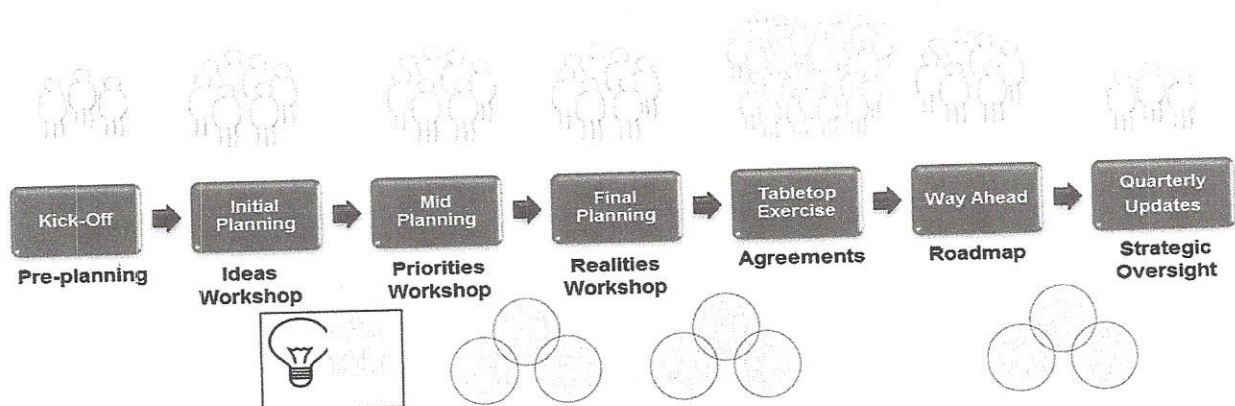
The Air Force Community Partnership Initiative is a process to leverage military installation and local government capabilities and resources to reduce operating and service costs, or reduce risks, in support of the Air Force mission. Reduced budgets present challenges that require new approaches and new ways of thinking about partnerships. The Air Force Community Partnership Initiative provides leadership resources to installation and community leaders as they develop, prioritize, and implement partnership initiatives.

Process Overview

This initiative is focused around a proven process for exploring mutually beneficial partnerships between Air Force installations and their local communities. Potential community participants include the public and private sector, both for-profit and not-for-profit entities. The process leverages effective tools and techniques for developing shared understanding. The Air Force Community Partnership process addresses both the technical and social challenges associated with partnering by bringing the right individuals together and creating a sense of ownership in the outcomes.

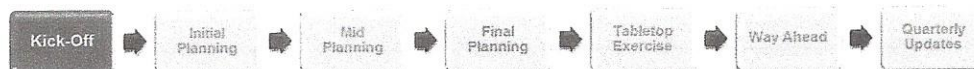


The Air Force Community Partnership process consists of seven (7) meetings including a two-hour kick-off meeting and three half-day planning workshops with smaller group meetings after each. These meetings lead up to a tabletop exercise (TTX). A meeting to chart the way ahead and quarterly update meetings help sustain the benefits and momentum gained during the 6-8 month initial process.



***Kick-off
Meeting/
"Pre-planning"***

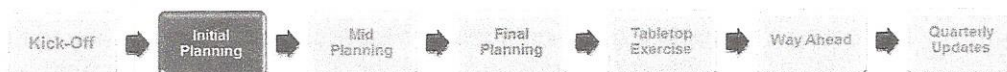
The Kick-off Meeting (KOM) provides the installation leadership with an overview of Public-Public and Public-Private (P4) partnerships and the Air Force Community Partnership process. During the Kick-off Meeting, key stakeholders are identified to participate as members of the Leadership Committee.



Event	Framework	Outcomes
Kick-Off Meeting (KOM)/ Pre-Planning	<ul style="list-style-type: none"> 60 - 90 min meeting attended by Installation Discuss the "Art of the Possible" Provide overview of the process Discuss local opportunities and key stakeholders 	<ul style="list-style-type: none"> Understanding of and commitment to the process Identification of potential decision makers for Leadership Committee

***Initial Planning
Meeting/
"Ideas
Workshop"***

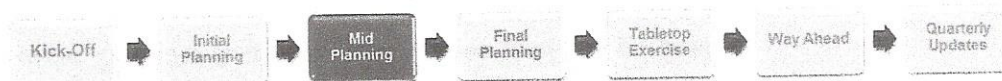
The Initial Planning Meeting (IPM), known as the Ideas Workshop, lays the foundation for the Tabletop Exercise and gives primary partners an opportunity to provide a profile of each organization's mission and activities. After the IPM, Brainstorming teams identify potential partnership opportunities based on partners' profiles.



Event	Framework	Outcomes
Initial Planning Meeting (IPM)/ Ideas Workshop	<ul style="list-style-type: none"> Core Group (8-12) Half day meeting attended by Leadership Committee Lay foundation for developing partnerships Share primary partners' profiles Establish brainstorming teams and begin brainstorming potential partnerships 	<ul style="list-style-type: none"> Commitment to the process Shared understanding of partnership opportunities Partners' organizational profile of needs and resources Agreement on TTX scope and objectives Initial list of potential opportunities/preliminary worksheets
Post-IPM Brainstorming Teams	<ul style="list-style-type: none"> Teleconference/meeting(s) for brainstorming teams 	<ul style="list-style-type: none"> Updated/refined opportunity list Updated worksheets

**Mid Planning Meeting/
"Priorities Workshop"**

At the Mid Planning Meeting (MPM), known as the Priorities Workshop, partners will share initial opportunities and identify data needs to assess each opportunity. Post-MPM Work Groups analyze the factors of each opportunity and identify potential courses of action.



Event	Framework	Outcomes
Mid Planning Meeting (MPM)/ Priorities Workshop	<ul style="list-style-type: none"> • Half-day meeting attended by Leadership Committee • Share profiles of initial opportunity • Select high potential opportunities for further development 	<ul style="list-style-type: none"> • Identification of data needed to assess each opportunity • Begin identification of resource requirements • Appoint Work Group leads • Identification of TTX materials
Post-MPM Work Group	<ul style="list-style-type: none"> • Teleconference/meeting(s) for Work Group members 	<ul style="list-style-type: none"> • Assessment of selected opportunities • Identification of Work Group Leads

**Final Planning Meeting/
"Realities Workshop"**

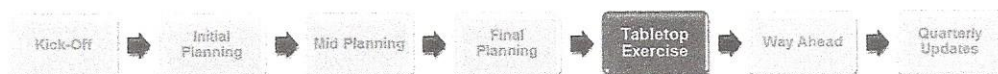
During the Final Planning Meeting (FPM), known as the Realities Workshop, partners discuss the details of each high potential opportunity, including tools and actions required for implementation. After the FPM, Work Groups finalize all opportunity profiles in preparation for the TTX.



Event	Framework	Outcomes
Final Planning Meeting (FPM)/ Realities Workshop	<ul style="list-style-type: none"> ▪ Half day meeting attended by Leadership Committee ▪ Share assessment of selected opportunities ▪ Discuss details of opportunities including tools and next actions ▪ Review exercise materials, process, and procedures 	<ul style="list-style-type: none"> ▪ Detailed profile of high potential opportunities ▪ Final exercise materials ▪ Final review of exercise logistics
Post-FPM Work Group	<ul style="list-style-type: none"> ▪ Teleconference/meeting(s) for Work Group members 	<ul style="list-style-type: none"> ▪ Expanded due diligence and review of high potential opportunities

**Tabletop
Exercise/
"Agreement"**

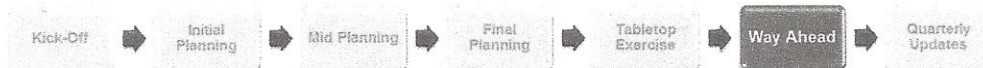
The TTX brings together a larger group of installation and community stakeholders to discuss partnership opportunities. The Partnership Broker and facilitation team introduce the community partnership concept and facilitate work group dialogue on select partnership opportunities, as prioritized by the Leadership Committee. By the conclusion of the event, participants have identified the next steps to implement the priority partnerships and discussed additional partnerships for short- and long-term implementation.



Event	Framework	Outcomes
Tabletop Exercise (TTX)/ Agreement	<ul style="list-style-type: none"> ▪ Work Groups brief core installation and community leaders on proposed initiatives ▪ Half to one-day meeting attended by all participants ▪ Main presentation and breakout group discussions 	<ul style="list-style-type: none"> ▪ Share assessment of selected opportunities ▪ Identify tools, requirements, timelines, and specific points of contact for next actions

**Way Ahead
Meeting/
"Road Map"**

The Way Ahead Meeting provides the roadmap for sustaining focus on the identified partnerships and exploring and identifying new opportunities for partnership. The Way Ahead Report fosters a shared understanding of partnering initiatives and summarizes TTX outcomes, key discussions, lessons learned, and opportunities. This report, which includes a milestone-driven Action Plan, is reviewed and adopted by the Leadership Committee.



Event	Framework	Outcomes
Way Ahead Meeting (WAM)/ Roadmap	<ul style="list-style-type: none"> ▪ 2–3 hour meeting attended by Leadership Committee ▪ Review Way Ahead Report ▪ Complete Action Plan 	<ul style="list-style-type: none"> ▪ Consensus on final report ▪ Shared understanding of partnering initiatives ▪ Clearly define next steps

**Quarterly
Updates/
"Strategic
Oversight"**

After the Way Ahead Meeting, the Leadership Committee continues to meet on a regular basis to ensure they are able to continue leveraging mutual value through partnerships. The Partnership Broker attends these meetings to provide updates, share lessons learned and gain insight into benefits and/or challenges of current and emerging partnership initiatives.



Event	Framework	Outcomes
Quarterly Updates/ Strategic Oversight	<ul style="list-style-type: none">▪ Leadership Committee schedules these meetings and manages the logistics▪ Partnership Broker attends and provides continuity of support	<ul style="list-style-type: none">▪ Ongoing progress on current partnership initiatives▪ Awareness of new partnerships being considered▪ Commitment to advancing relationships, partnerships, and meetings