DATA GOVERNANCE AND MANAGEMENT TOOLKIT

Facilitation Tool

SGIGs Community Well-being Tools Project

The Community Well-being Tools Project is an initiative of the Data Steering Committee (DSC). The DSC is comprised of Self-Governing Indigenous Government (SGIG) representatives and was formed to support SGIGs in building their data governance and management capacity. Since 2018, the DSC has overseen data capacity-building initiatives for the SGIGs, including an online toolkit

The DSC is building upon this previous work by developing a suite of tools to support SGIGs in understanding and reporting on community well-being:

Tool	Description
DATA CAPACITY ASSESSMENT	Support SGIGs navigating the toolkit by highlighting relevant components of those tools to an assessment of an SGIGs' readiness, capacity, and objectives
DATA GOVERNANCE FRAMEWORK	Overarching framework describing and providing guidance with respect to the component parts of a data governance program
CONCEPTUAL WELL-BEING FRAMEWORK	Starting point Well-being Framework with guidance on specific customization options
FACILITATION TOOL	Guided steps for an optional process to create a customized Conceptual Well-being Framework
INDICATOR GUIDE & RECOMMENDED INDICATORS	A list of well-being indicators aligned within the Conceptual Well-being Framework with guidance about indicator selection and customization
DATA COLLECTION AND ANALYSIS	Options and recommendations for data collection and for creating and reporting statistics
DATA VISUALIZATION DASHBOARD	Interactive platform for reporting indicator-affiliated statistics organized around the customized Well-being Framework
WORKPLAN AND COSTING GUIDANCE	Milestones and budget guidelines for implementing these tools

About this tool

The Facilitation Tool outlines the steps to create a fully customized well-being framework. It builds on the Conceptual Well-being Framework Tool and offers multiple pathways to customize the well-being framework in such a way that will fit the needs and context of each SGIG.

Organization structure of the Community Well-being Framework

Domain: Broader categories that encompass multiple subdomains that fit into a common theme. Domains serve to create a broader scope of what is considered to be a part of the Well-being Framework. For example: a domain of "Health".

Subdomain: The most granular level of detail in the Well-being Framework. Each subdomain is linked with an indicator or options for indicators for the purposes of measurement. For example: Subdomains of "Health services" and "Healthy behaviours and practices" are nested within the "Health" domain.

What is a well-being framework?

A well-being framework describes a conceptualization of well-being held by a particular People, grounded in their worldview. A well-being framework can create a shared understanding by expressing a broad view of well-being through interconnected domains (high-level dimensions of well-being) and showing the more detail-oriented subdomains that make up each domain. Using a structure that reaches from granular to wholistic allows governments to plan based on the measurement of specific subdomains without losing the broader vision. This in turn allows decision-makers to reflect on implications and interconnections across subdomains and to consider how short-term efforts may have long-term and transformational impacts.

SGIGs each have distinct conceptualizations of well-being that are shaped by their values and reflective of their unique worldview. Yet, many well-being-related commonalities exist among SGIGs, particularly at a higher conceptual level. For example, many Indigenous Peoples share aspects of worldview that emphasize interconnection,

relationality, and balance, consider the health and wellness of people as inextricably tied to the environment, and value a multi-generational time horizon. We've designed the framework to reflect common themes across existing Indigenous well-being frameworks while designing a process that enables the unique expression of well-being inherent to each SGIG.

This facilitation tool supports SGIGs to capture that distinct conceptualization in a highly customized version of the Community Well-being Framework.

Purpose

Using this facilitation tool to develop a customized version of the Community Well-being Framework for your SGIG can achieve the following:

1. Surface crucial aspects of worldview that are unique to your SGIG and use them as the foundation for the Well-being Framework; and
2. Invite participants into the process of reflecting on well-being and engage individuals together around the concepts reached, creating more shared support and understanding.

By moving through the steps outlined in this tool, an SGIG is able to construct a customized Well-being Framework from a set of granular well-being subdomains. Building these well-being subdomains into thematic domains and a Well-being Framework structure allows for each SGIG's worldview to be incorporated in way well-being is expressed in the framework.

The subdomains that form the basic units of this exercise connect to indicators and measurement approaches in other tools that are part of this project. Working with these subdomains allows for consistency across the tools. By working with this common set of subdomains, an SGIG can have consistent measurements with other SGIGs creating the potential for collaboration on policy, reporting, and understanding community

development. There is space within this exercise to rename, combine, drop, and/or add subdomains if the 55 subdomains included in the exercise miss an important aspect of well-being for your SGIG. See the Community Well-being Framework Tool for a description of how these subdomains were identified.

Grouping these subdomains into domains makes it easier to understand and maintain a wholistic view of the concept of well-being. The use of high-level domains manages complexity by enabling easy comprehension and intuitiveness, while the nested sub-domains capture the nuance and enable tangible measurement. This section describes each domain, while the Appendix provides a detailed definition of the subdomains.

There will be intricate interconnections between the subdomains and resulting domains of this exercise. For example, land will likely be understood as being closely connected with tradition, food security, health, culture, and more. Breaking well-being into subdomains is not intended to treat them as independent silos, but rather to provide an organizing framework and "table of contents" for the much more detailed survey questions, data points, and indicators that need to be organized and tracked in this type of work. Subdomains may be selectively mapped against multiple domains, making them easy to find in the final structure. Categorizing subdomains under multiple domains also creates links between the various domains, showing the interconnectedness of those domains.

The subdomains and the following exercise were tested and refined at a workshop with members of the SGIG DSC in February 2023.

Facilitation considerations

Who should be involved?

It is important to consider who the main users of the Well-being Framework will be and to ensure that as many of them as possible or practicable have an opportunity to be involved. For example, you may want to have a large exercise within the community if this framework is to guide comprehensive community planning and similar efforts. If this

is a framework for internal administrative use, perhaps a group of staff or leaders should participate. This process benefits from having diverse voices in the room.

Summarizing and reporting

The intermediate steps of this exercise can be beneficial in making final decisions about the structure and visualization of the Well-being Framework being created. We suggest documenting the process to preserve the ideas offered throughout the steps of this exercise. This can be done with facilitation notes, flip charts, or online tools like digital whiteboards. It is particularly relevant to record ideas about the interconnections between concepts and metaphors for well-being (visual or verbal). The exercise is designed to make space for many voices. The approach to recording these voices should accommodate diversity and divergent perspectives.

Working online vs. in-person

This exercise can be run in-person or online. The in-person version of the exercise is more tactile and can be more collaborative. It requires a substantial amount of material assembly by the facilitator or organizer of the exercise. The online version is a useful alternative that requires only some basic knowledge of google tools (Google Forms, Google Sheets) and digital, online whiteboard tools.

Working in a single group vs. breaking into smaller groups

Depending on the number of participants in this exercise, it may work best to divide them into a number of smaller groups for part 1 of the exercise. The ideal group size is 4-7 people. Working in smaller groups has the benefit of providing more opportunities for diverse voices to be heard and integrated into the Well-being Framework. Working in a single group will mean only Part 1 of the exercise outlined in this tool need to be completed. When working with multiple groups, steps 2 and 3 will be used to bring together the ideas of each group into a consensus.

Part 1: Grouping subdomains

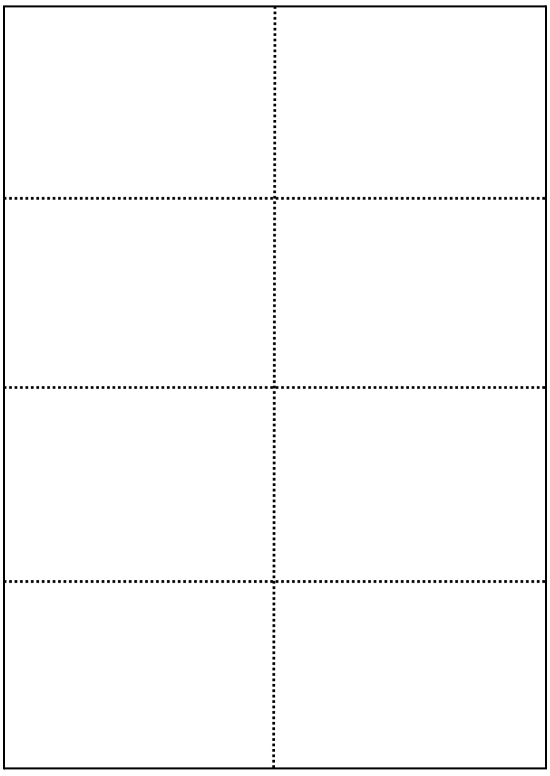
Online instructions

To run this exercise online, you will need to use a digital, online whiteboard tool. Several free or paid software exist online and can be used for this purpose, including Figjam, Miro, Mural, and others. Once you have selected the tool that works best for you, add a digital Sticky Note to the whiteboard for each subdomain you are working with.

In-person instructions

If you prefer to work in-person you can create physical cards to do tabletop work. To create the cards, print this package that has cards for each subdomain, blank cards for adding subdomains, and domain cards for naming domains. Print double sided and cut pages into an 8-part grid. It is suggested to print on cardstock. Subdomain definitions and keywords can be found on the reverse side of each card. Download physical cards here.

Cut physical card sheets into 8 parts:



Part 1 Steps

Step 1:

In your groups, review all the subdomains. To gain additional information about what each subdomain represents, you can access definitions and keywords in the Community Well-being Tool.

Step 2:

Begin organizing subdomains into domains. Possible actions include:

- Removing subdomains that don't feel relevant or important
- Renaming subdomains
- Combining two subdomains together
- Dividing a subdomain into two separate subdomains
- Adding subdomains (note: added subdomains will not have affiliated indicators)

Step 3:

Take a step back. Does this reflect your conception of well-being?

Step 4:

Name each domain.

Step 5:

Take notes about interconnections, visualizations, metaphors your group has been using.

Step 6 (Optional):

Work towards a visualization of your framework that reflects the interconnections between domains and aligns with your worldview.

Part 1 Example

Parts 2 and 3 should only be completed if Part 1 was completed in multiple small groups.

Part 2: Comparing structures

When each group has completed structuring the subdomains into domains, all groups should come together to compare their domain-subdomain structures.

Step 1:

Have groups present their frameworks one at a time. This can include sharing their domain names, how differences between domains were established and the relationships between domains.

Step 2:

As groups present, document the domain structure at the front of the room or on a screen share.

Step 3:

Look for commonalities in the ways each group has established domains.

Step 4:

Highlight the differences between domain structures. Facilitate a discussion to reconcile differences and come to a consensus about what the domains should be.

Step 5:

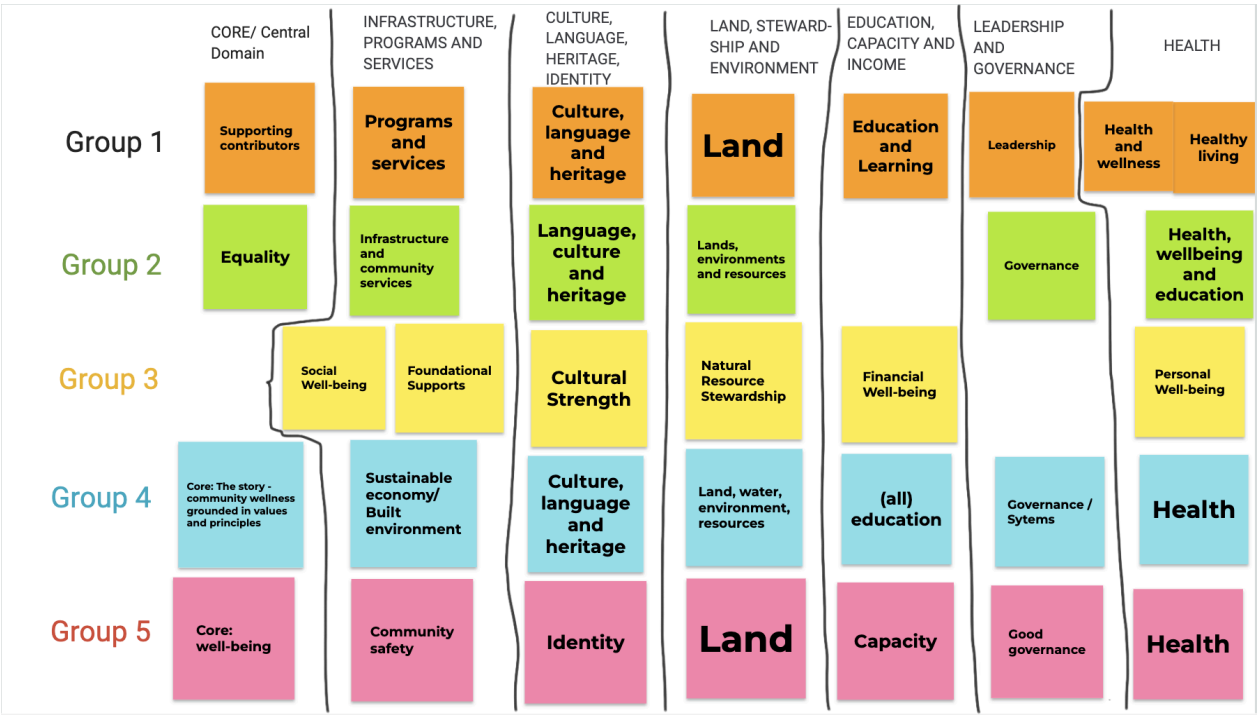
Discuss visualization of the domains. What ideas have arisen about visualization and the ways of presenting interconnections between domains?

At the end of this exercise, the full group should have reached a consensus about the domain names and definitions and the general approach to representing the interconnections between domains. The next steps should be established for formalizing this into a visual or document.

A note on adding subdomains

Adding subdomains to the final structure can be beneficial for incorporating unique concepts of well-being into the framework. However, if a new subdomain is created that is unrelated to the existing list, it will not have a linked indicator in the indicator library tool.

Part 2 Example



Part 3: Individual subdomain sorting

This optional third part of the exercise can be used to collect individual understandings of the Well-being Framework, and to fill in the framework structure from part 2 with the position of subdomains. This is helpful if it is not obvious how subdomains fit into the new domain structure.

The objective of the third part is to get individual-level input into how the subdomains should be categorized between the domains created in Part 2. This allows for individuals to express diverse understandings of how the subdomains of well-being fit together. Additionally, if subdomains are frequently sorted into multiple domains, it is an indication that that subdomain should sit under both domains in the final framework.

For example, when running the exercise with the DSC, 11 participants categorized traditional food under culture, 7 categorized it under land, and 6 categorized it under health. This shows one of the ways in which health, land, and culture are interconnected in the worldview of the participants.

Step 1:

Online instructions

If working online, choose an approach that works best for you to ask participants to sort the subdomains into domains. One good option is to work with Google Forms or Airtable. Create a Google form or Airtable form with one question for each subdomain. It may be useful to include the subdomain definitions. Number the domains from Part 2 and set the form up so that participants must choose a domain number that each subdomain should fall under. This will create the documentation of where each participant thinks the subdomain should fall.

Part 3 Step 1 Example

In-person instructions

If using subdomain cards, give a set to each participant. Designate tables or bristol boards around the room to represent each domain. Next, ask participants to sort their subdomain cards into the domains.Finally, gather the subdomain cards in each domain, and document in a spreadsheet how many cards for each subdomain were sorted into each domain.

Step 2

Whether individuals sorted subdomain cards online or in-person, it will be helpful to document all the responses in a spreadsheet to get a sense of the range of domain choices made for each subdomain.

Part 3 Step 2 Example

Name	CORE	Cultu...	Healt...	Ed...	Lea...	Infr...	Land...
Access and connection to the land	3	9	4	1			10
Air	3				1		23
Belonging	5	8	9	2	1	1	
Ceremony	3	19		1			
Community	7	7	4		5	2	

From this documentation, you will be able to see which domains the group understands the subdomains as falling under. Some subdomains may see consensus with every participant putting them under the same domain. Others may see multiple domains that are commonly chosen. This will indicate a connection between those 2 domains, and that the subdomain should fall under both. Depending on the group size and pace at which step 1 was conducted, you may choose to omit domains with only 1 or 2 cards and focus on those with greater numbers.

At the end of this step, you should have a complete framework with subdomains that fall under one or multiple domains, domains that are named and clearly defined, and a framework that indicates the relationship between domains, potentially with the support of a visualization.

Visualization

After completing the Well-being Framework, it may be beneficial to create a visualization to represent the well-being structure. This visualization should be informed by group-level conversations about the relationship between domains, and by the interconnection of domains shown by the sorting of subdomains conducted in Part 3. It may be beneficial to work with a graphic designer or artist to create this visualization. Below are a few examples of visualizations for well-being frameworks:

Well-being Framework from SGIG DSC Workshop

First Nations Population Health and Wellness Agenda