



**OSI U.S. PROGRAMS
ALL-STAFF RETREAT
JUNE 4-5, 2009
DESMOND TUTU CENTER, NEW YORK**

Retreat Goals:

- Provide an opportunity for all US Program staff to get to know one another better and to become more familiar with the work (and strategic goals) of all US Program Funds and Campaigns;
- To review and analyze the intersections among the US Programs' Funds and Campaigns, and examine grant-making strategies across programs and identify synergies across programs.

Retreat Objectives:

- Establish clarity around the role of funder in promoting and supporting social change;
- Review cross-program grant making protocols
- Develop vehicles to support cross-program collaboration
- Identify ways to support staff to streamline their work, to promote better grant-making practices, and foster a learning environment that promotes staff development.

Thursday, June 4

3:00pm	Coffee/Snacks	
4:00pm	Welcome	A. Beeson
4:30pm	Personal Storytelling <i>Small group exercise where individuals talk about their history and social identity and how their personal journey led them to OSI's U.S. Programs.</i>	Small Groups
6:00pm	Dinner	
7:00pm	USP Bingo <i>Teambuilding exercise designed to help participants get to know one another better and learn more about OSI and US. Programs.</i>	Large Group
8:00pm	Close	

Friday, June 5

9:00am	Breakfast	
9:15am	Welcome/Overview	Facilitator
9:30am	What's the Big Picture! <i>Each Fund, Campaign, Program (Baltimore), and Admin/Operations will be asked to present their strategic goals in five (5) minutes or less using any creative form they choose, e.g., spoken word, drawing, story, dance, drama. Debrief themes across presentations.</i>	By Fund/Campaign
10:30am	Group Discussion: Cross Fund Collaboration <ul style="list-style-type: none">▪ <i>Discussion Questions: Why Collaborate? What makes for effective collaboration? How might we leverage our work through collaboration? What are the mechanisms/vehicles we need to support collaboration (internally, among grantees?) What are the protocols/criteria that suggest collaboration is recommended?</i>▪ <i>Activity: Post-It Notes</i>▪ <i>Handout: Review Cross-Program Funding protocols.</i>	Small Groups
12:00pm	Lunch	
12:30pm	Small Group Leader Presentation <ul style="list-style-type: none">▪ <i>Recap: Small group leaders consolidate findings/recommendations from small group discussion on collaboration and present recommendations to the large group.</i>	
1:00pm	Group Discussion: Working Smarter vs. Harder <ul style="list-style-type: none">▪ <i>Discussion Questions: What are some ways we could consider changing our practice to work more effectively? What would we need to change or do differently or stop doing? What support would you need to make those changes? What administrative systems would be helpful to streamline the work?</i>▪ <i>Activity: Work from five-point problem-solving model to develop recommendations for the following: Grant-Making Practices, Systems, Learning/Planning, Meetings</i>	Small Groups
2:30pm	Break	
3:00pm	Small Group Leader Presentation <ul style="list-style-type: none">▪ <i>Recap: Small group leaders consolidate findings/recommendations from small group discussion on Working Smarter vs. Harder and present recommendations to the large group.</i>	
3:30pm	Large Group Convening <ul style="list-style-type: none">- <i>Debrief: Did you learn anything new? Were you surprised by anything you heard?</i>- <i>Next Steps: What will be done with this information and who will carry the work forward</i>	Facilitator
4:15pm	Closing Remarks	A.Beeson
4:30pm	Departure	