

OFF-SEASON / YOUR PLAN

Off-season planner

Plan neighbor relationships, community service and follow-ups.

CHAIR	PRECINCT	MONTH / YEAR	HOURS AVAILABLE

WEEK 1

Choose one manageable neighborhood cluster

FOCUS / GOAL

DAY, TIME & PLACE

OUTREACH / SERVICE ACTIVITY

FOLLOW-UP / PERSON RESPONSIBLE

WEEK 2

Choose one manageable neighborhood cluster

FOCUS / GOAL

DAY, TIME & PLACE

OUTREACH / SERVICE ACTIVITY

FOLLOW-UP / PERSON RESPONSIBLE

WEEK 3

Choose one manageable neighborhood cluster

FOCUS / GOAL

DAY, TIME & PLACE

OUTREACH / SERVICE ACTIVITY

FOLLOW-UP / PERSON RESPONSIBLE

WEEK 4

Choose one manageable neighborhood cluster

FOCUS / GOAL

DAY, TIME & PLACE

OUTREACH / SERVICE ACTIVITY

FOLLOW-UP / PERSON RESPONSIBLE

Try 1-3 deeper conversations per field session, then fulfill agreed callbacks.

Monthly activity calendar

Use this grid for listening visits, local events, service and agreed follow-ups.

MONTH YEAR PRECINCT

[illegible]

MONTHLY PRIORITY

Fill date numbers in the small boxes; type plans, times or reminders in each day.

OUTCOME TRACKER / YOUR PLAN

Deep listening & follow-up

Use totals and anonymous themes here. Keep names, addresses, and private stories in approved systems only.

MONTHLY SCORECARD

DEEP CONVERSATIONS

BRIEF TOUCHPOINTS

NEW HELPERS

FOLLOW-UPS DONE

CONVERSATION ROUTINE

1. Disclose affiliation; ask permission to talk.
2. Ask an open question and invite a lived experience
3. Reflect back what you heard without judging.
4. Share a relevant short story only if welcome.
5. Invite reflection; do not debate or pressure.
6. Ask permission for a specific follow-up.

CONSENT-BASED FOLLOW-UP QUEUE (NO IDENTIFYING DETAILS)

	REFERENCE CODE / DATE	PROMISED NEXT STEP	DUE DATE
01			
02			
03			

END-OF-MONTH REFLECTION

Neighbor concerns and shared themes (no personal details)

What we delivered / what we owe / what to change next month

Official elections: indianavoters.in.gov | Research: doi.org/10.1017/S0003055419000923