



## Community Charter Template

### Description

This resource is provided as an example of the Inclusive Research Key Action of “Include educators, students, and family members in research decisions and leadership roles.” This is a template for a Community Charter, a framework inspired by Digital Promise’s Inclusive Innovation model. This framework provides an entry point for a diverse team of multidisciplinary individuals to cultivate mutual trust, establish collective goals, and align on a unified approach to achieving Inclusive R&D goals.

## EF+Math: Community Charter - [Team Name]

Connect & Commit: <b>Community Charter: Commitments and Agreements</b>		
<b>Description:</b> Community charters define the core values and commitments the team members are making that will guide their engagement in equity-centered Inclusive R&D.		
<b>Team Members:</b> [link to directory]		
Name	Organization/Affiliation	Team Role

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**Our Resources:**

Notes [add link]

Community Asset Map [link to be added]

Co-Design Strategic R&D Plan [link to be added]

<b>Purpose</b>	What is the team aiming to accomplish together?	
<b>Success</b>	How will the team know the goal is achieved?	
<b>Core Values</b>	What does the team care about to guide the work?	
<b>Equity Commitments</b>	How will the team ensure equity is centered in the R&D process?	

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<b>Community Agreements</b>	What are the norms that will govern the team's work?	
<b>Participation</b>	What will the team do to encourage participation? How will the team value context expertise?	

**Notes:**

- Purpose:** What are you aiming to achieve in terms of both the co-design process and the product you will develop together?
- Success:** What will success look like for both the co-design process and the product you collaboratively design and develop? How will you know that your solution will dramatically improve math outcomes for traditionally underserved student populations? Note: This can be a high level description; specific measures will be incorporated into the Co-Design Strategic R&D Plan.
- Core Values:** What shared values will help guide how you approach your work and how you collaborate with each other throughout the co-design process?
- Equity Commitments:** How will you know that your team has centered equity? When designing your equity commitments, we encourage you to reference the [EF+Math Equity Definition](#) and address how equity will be

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centered both in the design of the prototype and in the way the team works together (i.e. whose voices are centered, etc.).

5. **Community Agreements:** These agreements set the expectations and the space for each participant to engage and feel heard, seen, and honored during co-design meetings. We recommend creating them collaboratively and reviewing them at the beginning of every meeting. The agreements we shared at the first co-design workshop are as follow:

- Speak from the “I.” We speak from our experiences instead of using generalizations.
- Assume good intentions but name and own our impact. Regardless of our intentions, impact still occurred. Seek to repair and learn.
- Use respectful communication. We offer mutual respect and acknowledge that we are all learners. We aim to receive and give feedback with love.
- Make space. Everyone has something valuable to contribute, so be cognizant of how much air time you’re taking.
- No one knows everything, together we know a lot. We don’t expect perfection, instead let’s learn together.
- Stories stay, learnings leave. We don’t share names or specific stories we heard in breakout rooms, but we do take away learnings.

6. **Participation:** What roles and practices are needed to keep the team focused and promote productivity and equity?

Consider the following:

- How will leadership be structured?
- How will meetings be planned, structured, and led?
- How will decisions be made? When will you use a consensus-based approach? Will you use majority rule?
- Who will data be collected and interpreted? How findings and learnings are shared?
- How will the team ensure accountability to stakeholders, particularly those who will be most directly impacted by the development and implementation of the solution?