



GET READY! Set goals for using this tool.

Remember to work with your Partnerships for Parks (PFP) Outreach Coordinator (OC) when using input-gathering tools. Your OC can answer questions, offer suggestions, and help you work well with Parks throughout the capital process. To find your OC, visit the People Make Parks (PMP) Website.

BEGIN PLANNING: AT LEAST 3 MONTHS BEFORE

- Review the PMP Event Planning Tool, Timeline, and Checklist.
- Discuss your goals in using Wish Objects. Use the questions below as a guide:
 - > WHY do we want to use Wish Objects?
 - > WHO do we want to reach with Wish Objects?
 - > WHAT information about what people want to do or see in the park do we want to collect with Wish Objects?
 - > WHEN do we want to use Wish Objects so that the largest number of people can attend?
 - > WHERE do we want to hold the Wish Objects activity to promote strong turnout?
 - > DO WE NEED signs and instructions for Wish Objects in multiple languages – or have an interpreter at the event – to reach non-English speakers?

ORGANIZE: AT LEAST 2-2 ½ MONTHS BEFORE

- Choose a shape for the Wish Objects that captures the spirit of your park or community. For example, Wish Objects for a waterfront park could be shaped like fishes. In Chinatown, PMP helped create Wish Objects that looked like lanterns. Use either of those shapes, or choose a new one that lets people know what makes your park unique. Examples include flowers, trees, bikes, basketballs, or slides. When considering shapes, choose one that can be easily cut out of paper by participants to make a repeatable template.
- After selecting a Wish Object shape, think about inspiration words to print on labels so that people quickly identify what they'd like to see or do in the park. In Luther Gulick Park in Manhattan, labels were printed with words such as garden, green, sit, play, hang out, perform, and think. All described things people might like to do in the future park.
- Think about how you want to display the Wish Objects. Wish Objects have been hung on clotheslines or pinned to large sheets of fabric as just two examples.
- Purchase supplies you'll need to lead a run through of the activity.

OUTREACH: ONE MONTH BEFORE

- Decide whether you will print instruction signs for Wish Objects in multiple languages relevant to your community. If so, start the process to find a translator.
 - Practice leading the Wish Objects activity by inviting your OC and representatives from local organizations to a run through. Try to find kids to participate too, as they are a key audience for this activity.
 - Afterward, ask people for feedback about their experience.
 - Based on that feedback, and your own observations, make changes to how you lead the activity as needed.
- them to forward to their contacts.

SUGGESTED MATERIALS:

- > Heavyweight paper, such as cardstock or scrapbooking paper
- > Magic markers, crayons, colored pens, and pencils
- > Scissors
- > Tape
- > Large sheet of white or butcher paper or foamboard for display
- > Mailing labels printed with park-related themes (features, activities, etc.)
- > Labels printed with identifying information (name, age, zip code or neighborhood)

OPTIONAL:

- > Wish Object templates from PMP Website
- > Beads, glitter, buttons, sequins, stickers, glue, and any other decorations
- > Hole punch
- > Twist ties, clothespins, or pins
- > Large piece of sheet or fabric, or rope (another option for displaying Wish Objects)



GET SET! Check last-minute details leading up to the event.

PREP FOR THE EVENT: 2-3 WEEKS BEFORE

- Review the Event Planning Tool, Timeline, and Checklist to be sure your group is on track.
- Pre-cut a large number (i.e., 50) Wish Object shapes to make it easy for people to start the activity when they arrive. Keep some uncut shapes ready for later in the day if needed.
- Place identification labels on the shapes, so people know to write down basic information about themselves as part of the activity.

GO! Host the event & make sure everyone is heard!

- Set up information table, chairs, and event-related support materials.
- Hang posters or signs in locations where they can be seen.
- Have ready your sign-in sheet and pens for when people arrive.
- Check-in with the translator to confirm his/her role and responsibilities and answer last-minute questions.
- Take photographs throughout the day to document the event.
- After the event is over, pack up materials and clean up trash.
- Collect sign-in sheets and related materials for later review.

RUN WITH IT! Explore and share what you learned.

DEBRIEF: WITHIN 1-2 WEEKS

- Count the total number of Wish Objects collected.
- Count the number of Wish Objects receiving each descriptive label; include hand-written labels for new categories.
- If possible, break down the responses even further based on the identifying labels. For example, note how many children between 5- and 10-years-old chose the "Play" label versus teens, adults, and seniors.

ANALYZE AND DOCUMENT: WITHIN 1-2 MONTHS

- Read the Event-Planning Tool to learn what to include in your one- to two-page Wish Objects summary.
- Draft, review, and revise the summary, until you're ready to show it to your OC. With his or her help, further edit, if needed, to create a final version.
- If you've only used Wish Objects to gather input, start planning future events or explore other tools you can use to discover what your community wants in a new park.
- Once you've gathered input using at least three tools, on different days, and/or from at least 50 people, depending on the size of your community and park, you should have enough to write a full Visioning Report that can be shared with the public, your community board, and Parks.

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