Big Lottery Fund Tips for ensuring **People are in the Lead**

Source: [Big Lottery Fund Explaining People in the Lead](https://www.youtube.com/watch?v=Uzmc8AnqVIk&feature=youtu.be)

* Ensure that the **whole** community are involved
* Ask open ended questions
	+ What are the issues?
	+ How could you work together to tackle them?
* Speak to as many people as possible
	+ Don’t just speak to people who usually turn up
	+ Talk to families, friends, carers and other members of the community
	+ Talk to people who you don’t know so well but your project could help
* How can you do this?
	+ Simply chatting to them
	+ Focus groups
	+ Community consultation
	+ Social media
	+ Posters
	+ Questionnaires
* Where best can you reach them?
	+ Where do they go to socialise, shop or use services
	+ No one size fits all – be flexible!
* Accessibility
	+ Consider different needs
	+ Use plain language
	+ Avoid jargon
	+ Using pictures and symbols can help with learning difficulties and language barriers
	+ Consider different cultural needs
* Project Plan
	+ Use the ideas and feedback to help shape the project
	+ Look for ways of involving people in developing and delivering it from start to finish
	+ Show people that you have listened to them and what difference the project is making in their community