



## **Humane Community Development (HCD) is a step-by-step process for communities in need of humane, sustainable solutions to their dog problems.**

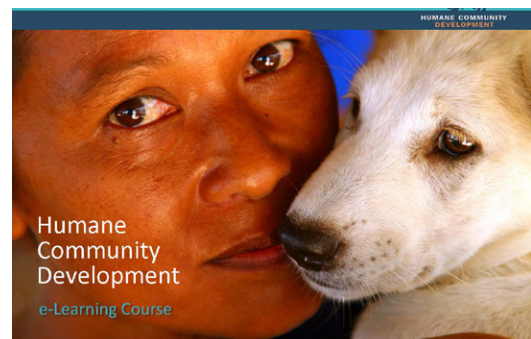
Based on decades of experience, HCD was designed to help communities and partners work together to overcome the most common obstacles to humane dog management. It is based on a participatory approach, enabling ordinary people to play an active and influential part in decisions that affect their lives, while steering them toward effective, humane and proven strategies. This means that community leaders, activists, business owners and residents all play a role in the design and implementation of their own unique plan for their own community. Aligned with the ICAM approach, HCD guides users to:

- Identify the root causes of the issues related to dogs in their community.
- Develop a realistic, custom-designed community plan.
- Successfully implement humane, long-term solutions that improve the community for people and dogs.

### **The HCD e-Learning course contains everything you need to implement HCD in your community.**

Designed for partners or community leaders interested in mentoring their community through HCD, the e-Learning course contains everything you need to prepare your community for HCD, to facilitate the workshops which form the focal point of the process, and all the planning tools and guidance required during HCD implementation.

The course comprises both practical and extended learning modules for mentors, as well as a comprehensive resource library, to ensure you have the skills and knowledge to successfully lead a community group to success.





## OVERVIEW TO HCD

### Module 1: What is HCD?

Introduces the mission, vision, goals and key participants of HCD, as well as real-world examples of HCD in action.

### Module 2: The HCD Process

Provides a high-level overview of the key stages and time line for HCD planning, implementation and evaluation. It also highlights how various roles and responsibilities evolve during the four stages of HCD.

### Module 3: The Role of the HCD Mentor

Explains the role of the HCD mentor, who is key to the HCD participatory process. It provides strategies for mentoring, coaching and facilitation in HCD planning workshops.

## STEP-BY-STEP GUIDE & TOOLKIT

### Module 4: HCD Stage One

Initial Assessment & Stakeholder Engagement - Provides an overview to the key activities of the first stage of HCD, including assessing community readiness; engaging community and municipality stakeholders; and communicating HCD key messages.

### Module 5: HCD Stage Two

Facilitated Participatory Planning - Introduces and summarizes each of the HCD participatory planning workshops, as well as providing step-by-step guides for workshop facilitators and tools to support community participants in their planning process.

### Module 6: HCD Stage Three

Implementing HCD - Covers some of the key considerations, issues and activities as HCD implementation gets underway, including: shifting roles and responsibilities; funding and communication planning; building and keeping project momentum; and assessing the health of the HCD initiative.

### Module 7: HCD Stage Four

HCD Monitoring & Evaluation - Explains the critical importance of monitoring and evaluation in HCD. It provides an introduction to types of data, indicators & methods and explains how to use the HCD monitoring & evaluation toolkit.

## EXTENDED LEARNING

### Module 8: How Adults Learn

One of the underpinnings of HCD mentorship and facilitation strategies is an understanding how adults learn. This module provides an overview of adult learning principles and how these principles are integrated in the HCD participatory process.

### Module 9: Theories of Human Behavior Change

HCD is founded on the understanding that human behavior is the root cause of community challenges with animals. This module introduces some of the theories underpinning the HCD approach to promoting responsible behavior and how behavior change strategies can improve HCD results

### Module 10: Stakeholder Identification & Analysis

Community engagement, which is at the heart of the HCD participatory approach, is most effective when based on proven principles and practices. This module introduces tools for stakeholder identification and analysis, and explains how to use these tools to determine effective community engagement strategies

### Module 11: Dog Population Management

This module introduces strategies for addressing the problem of roaming - or stray - dogs through effective and humane Dog Population Management (DPM), which is fundamental to a community's HCD Plan.

## LIBRARY

**Resources & Toolkits:** This section includes all of the HCD tools and resources featured throughout the e-learning modules. Links are provided to each resource, as well as to a zipped folder containing the entire HCD course toolkit of resources.





## ABOUT HCD: INFORMATIONAL TOOLS



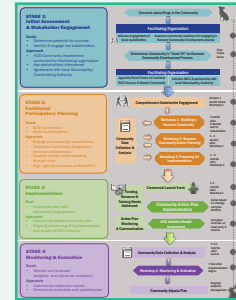
### HCD Overview

This flyer can help the HCD mentor introduce HCD to potential partners, municipal officials, community leaders and stakeholders.



### HCD Road Map

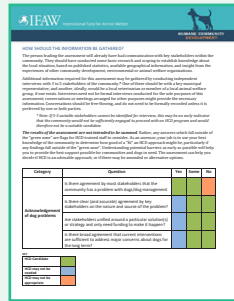
A public information tool that provides a simplified, visual explanation of HCD, including key outcomes and participants.



### HCD Process Graphic

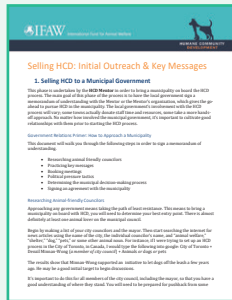
A schematic showing the four main stages and time line of HCD.

## INITIAL COMMUNITY ASSESSMENT & ENGAGEMENT TOOLS



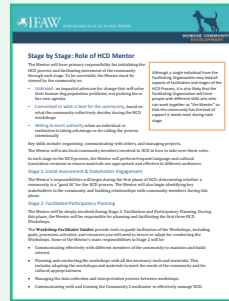
### Community Readiness Assessment Tool

To be completed by the HCD mentor, the assessment will help determine whether a community meets the basic criteria to benefit from an HCD program.



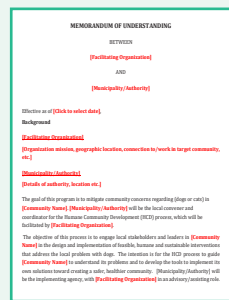
### Guide to HCD Outreach & Key Messages

Helps prepare the HCD mentor to "sell" HCD to local municipal officials and community leaders.



### Guide to HCD Roles and Responsibilities

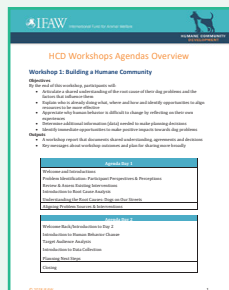
HCD mentors learn about their pivotal role and responsibilities in HCD, as well as expectations of local government/authorities and key community roles on the HCD team. Includes a generic job description for the HCD mentor.



### MOU with Municipality Template

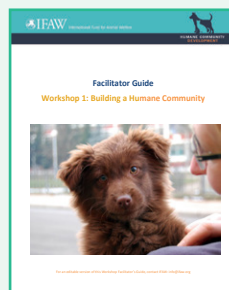
A model Memorandum of Understanding (MOU) to be used by the HCD facilitating organization/mentor and the local municipality or authority, outlining agreements on their respective roles in the HCD process.

## HCD PARTICIPATORY PLANNING TOOLS



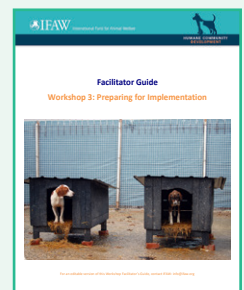
### Participatory Planning Workshops: Agendas Overview

Summarizes the key topics and activities of each of the three HCD participatory planning workshops, which HCD mentor/facilitators can provide to municipal officials and community stakeholders who need documentation to support their participation.

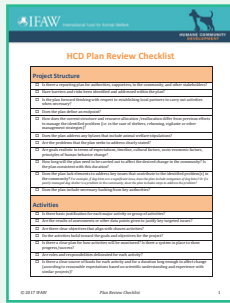


### Workshop Facilitators Guides & Report Template

For use by HCD mentors and workshop facilitators, there are three detailed guides, one for each of the HCD participatory planning workshops. Each guide provides objectives, materials, facilitation guidance and step-by-step instructions for what to say and do during each workshop activity, as well as a template for reporting workshop outcomes.

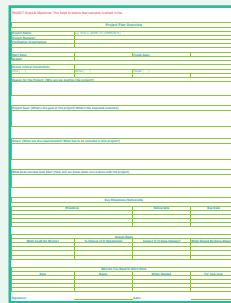


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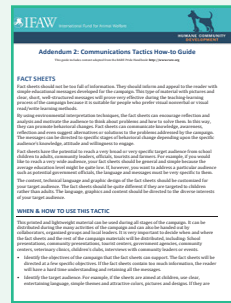
## HCD Plan Review Checklist

A tool for the HCD mentor/community coordinator to review and refine the HCD Action Plan output from the community's participatory planning workshops.



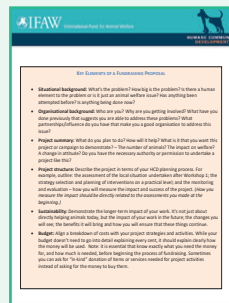
## Project Management Template

A spreadsheet (Excel) to help the HCD mentor, community coordinator and implementation teams manage their work plans, budgets, milestones and other plan implementation details.



## HCD Action Plan Communications Toolkit

Provides HCD Action Plan implementation teams with tools, tactics and templates for communicating about HCD to the media and community as well as to support the communications-related strategies of the plan.



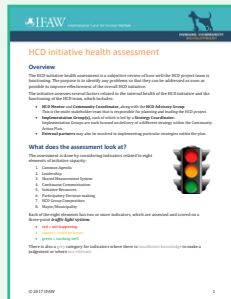
## Fundraising Guide

Provides the HCD mentor and community coordinator with guidance on identifying, cultivating and submitting proposals to potential funders for the HCD plan.



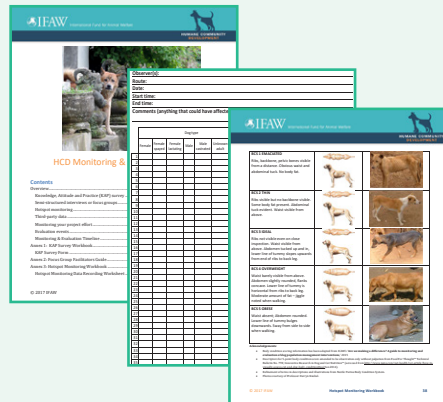
## Understanding Compassion Fatigue

Information and links to resources that can help the HCD mentor and implementation team stay mentally and emotionally healthy.



## HCD Initiative Health Assessment & Indicators

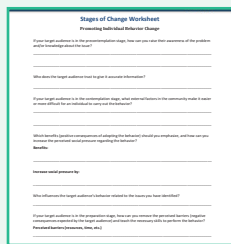
Guides the HCD mentor and implementation team to undertake a regular review and subjective reflection on how well the HCD project team is functioning.



## HCD Monitoring & Evaluation Guide

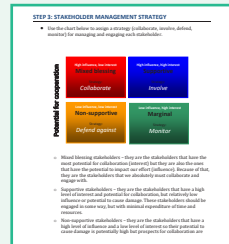
Introduces the HCD mentor and implementation team to indicators and methods for monitoring and evaluating progress towards the HCD Action Plan objectives. Data collection instruments are also provided, including:

- KAP Survey Data Entry Form
- Hot Spot Monitoring Database
- Third-Party Data Collection Sheet



## Behavior Change Theories & Worksheets

Supports HCD implementation team communications leads, who will be planning and executing strategies to promote responsible human behavior towards dogs.



## Stakeholder Identification & Analysis Tools

For the HCD mentor, community coordinators and other team members leading efforts to ensure the positive involvement of diverse stakeholders in HCD planning and actions.



## Is Building a Shelter the Best Thing to Do?

Guides the HCD mentor and community, especially those involved in dog population management, to reconsider this often-used strategy.