

# How Do We Talk About Housing?

A GUIDE TO
COMMUNITY
ENGAGEMENT &
GRASSROOTS
ADVOCACY

# **HOW DO WE TALK ABOUT HOUSING?**

A Guide to Community Engagement & Grassroots Advocacy

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# INTRODUCTION

Across the state, groups of concerned people are working to address the housing crisis in their communities. They're considering changes to local land use regulations and embracing creative solutions. Yet the most effective community engagement does not begin with solutions. Rather, these groups should begin by listening to the housing stories and concerns of people in their communities and bring residents together with local policymakers to talk about housing issues.

Grassroots movements bring people together and build connections, with a goal of instituting change. They guide participants through a process that often includes challenging and revealing conversations.

How Do We Talk About Housing? is a guide that outlines a community-led, bottom-up approach to engagement for housing advocates. It is intended for housing coalitions and local housing commissions or committees. It also is for groups of interested people and anyone who wishes to bring their community together to talk about current and future housing needs, as well as the influence of housing on community and economic development.

This guide outlines a nine-step process to help organize community efforts to make positive change in local approaches to housing issues.

What does it mean to be a grassroots movement?

Grassroots movements use collective action at the local level to influence change. They are associated with bottom-up, rather than top-down decision-making, and encourage community members to contribute by taking responsibility and action.

STEP

# FINDING THE ENTRY POINT

The first step in this engagement process is finding your entry point to talking with people in your community. You're probably reading this guide because you are concerned about housing and eager to make change in your community. But do others share your concerns? Are community members, elected officials, business leaders, or other key stakeholders already talking about housing? Knowing the entry point for the conversation will help determine where to begin.

While zoning ordinances must be adopted at the local level, these conversations about housing and grassroots movements can – and often do – take place regionally. Regional efforts are particularly useful if your community is small. Collaborating with nearby communities can help raise awareness collectively and efficiently provide opportunities to share resources, support, and information.

The best way to find answers to questions you may have is to ask! Collect your community's "people infrastructure" by talking with people you already know and initiating conversations with others from a diverse cross-section of the community. This may include the following:

- Connect with the business community and talk with local employers. If your community
  is served by a chamber of commerce or a local business association, this is a great place to
  start making connections.
- Identify other organized groups within your community. Does your community have a senior or community center, or a young professionals network? Sometimes the most active and engaged local groups are less formal, like a crafts or gardening or sports club.
- Look for allies in local government. Talk with municipal staff, members of the planning board, elected officials, leaders within your schools, and police and fire departments.
- Reach out to leadership from the faith-based community. These leaders often know the area well and have networks within it.
- Consider taking advantage of other opportunities to reach out to the entire community.

  For example, post to a Facebook group or on a community bulletin board or email group.
- Ask people if they know of someone else you might talk with. It is likely conversations
  about housing are already taking place.
- Invite those with expertise in housing issues and strategies into the conversation, such
  as those from the regional planning commission and New Hampshire Housing.
   Individuals from these groups can bring valuable data and research to help support early
  conversations and address misperceptions.

How receptive people are to change will vary significantly from one community to the next. In some communities, you will find that people are eager to explore possible solutions, while in others you may find there is little public or political support for expanding housing options. If your community is closer to the latter end of the spectrum, proceed more slowly, but don't give up!

Leading with solutions can often thwart good community engagement, but it is useful to think about possible solutions and talk with a local decision-maker or elected official you trust (e.g., a trusted member of the town or city council, a supportive planning board member, or a municipal staffer like the planner, town administrator or city manager, or economic development staff). Get a sense of the community's history by asking:

- What solutions have been discussed in the past?
- What types of projects or policies have garnered public support in the past?
- What types of projects or policies have led to resistance?

### What do I ask?

One-on-one and small group conversations are a great way to build relationships, get to know the community, and grow a grassroots group of people eager to engage.

Here is some advice to guide these stakeholder conversations:

# Be curious and ask questions.

Your goal is to learn as much as you can about the community and what conversations have already taken place. This is an important opportunity to build trust and a network you can rely on for information, advice, and support.

# Leverage the impact of personal housing stories.

When you meet with people, ask them about their own housing story. How has the housing crisis affected them or their family or friends? Has the crisis affected their business?

### Don't lead with solutions.

The community may not be ready to jump into a conversation about solutions. It's important that the grassroots effort be community-led.

These stakeholder conversations, sometimes called key informant interviews, are a valuable first step. For more information on conducting successful key informant interviews, see resources from UNH Cooperative Extension on page 19.

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# **IDENTIFYING THE PROBLEM**

Once you've had a handful of conversations with people in your community, it likely won't take long to identify some of the top concerns. Consider how housing problems are being articulated and by whom.

- Is the business community concerned that their workforce can't afford to live nearby?
   All communities even those without a strong business presence are part of a regional economy.
- Are older residents who are looking to downsize and stay in the community being priced out or stuck in too-large homes?
- Are younger people struggling to enter the community or to return to their hometown due to a lack of available rental housing?
- Are young families struggling to purchase their first home?

Identifying the problems will go a long way in ensuring that you're headed in the right direction when it's time to talk about solutions.

### **RESOURCES**

### **Master Plan**

This is a good time to review your community's Master Plan and other relevant documents. When was the Master Plan last updated? Does the Master Plan have a housing chapter? According to the Master Plan, what is the community's vision for the future of housing?

# **Regional Planning Commission**

Connect with your regional planning commission to inquire about a regional housing plan or housing needs assessment. Note: Regional planning commissions completed housing needs assessments and fair share analyses in 2023; these are available online.

# **Housing Data and Research**

New Hampshire Housing is a good source for housing data and research. It has many studies on various housing topics.

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# **FORMALIZING THE TEAM**

Once you've had several one-on-one conversations and relationships have started to develop, it's time to pull people together and formalize the team. This group, dedicated to increasing conversation and taking action to support housing choice and availability, could be a housing team or coalition, or a steering committee.

The goal of the team is to reach out to the community and plan discussions about housing, provide education, and increase the base of supporters. It may take several meetings before the team finds its footing.

It is important that municipal staff and local decision-makers, such as elected officials or a representative from the planning board, are at the table, along with other stakeholders. Include experts in your discussions, such as from New Hampshire Housing, the regional planning commission, and representatives from other housing organizations. These groups can help support team formation, provide educational tools and data, and help to guide planning and facilitation of meetings.

### FORMULATE AN INITIAL OUTLINE TO GUIDE THE PROCESS

### What would you like to accomplish? How will you measure your progress? For example:

- The community is more aware of the effects of the housing shortage on individuals, families, and the economy. Consider implementing a pre- and post-survey to measure attitudes about housing.
- The community has an increased understanding of the need for housing.
- The community is aware of the barriers to housing choice and is committed to removing barriers.
- The community has taken action to remove barriers (e.g., created a housing commission or land trust, adopted changes to land use regulations).

### How will group members communicate with one another? With the community?

- Consider creating a communications plan that will make it easy to access information, notes from meetings, and other resources.
- Create a Facebook group, website, or utilize another tool (e.g., Basecamp, Teams, Slack).
   Note that groups formed by the municipality must comply with RSA 91-A, the state's Right to Know Law.

- If there are representatives from larger groups (such as a chamber of commerce, local business associations, or regional planning commissions), consider inquiring if any of their existing online tools are appropriate.
- Consider other means of outreach to connect with more people, being mindful that not all members of the community are tech-savvy.

### How will the team gather input from the community? How will community input be used?

- Community engagement is key to a successful grassroots movement.
- It is important that the initial team not get too far ahead of the greater community and move toward solutions too quickly (as tempting as they may be).
- Ensure the team is engaging the entire community and collecting feedback from those
  outside the group, especially those who may have different views or who don't usually
  participate in public processes or meetings.

### What will the group do?

- Build in feedback loops by using input gathered at each meeting to inform next steps.
   What picture is emerging about the types of housing needed and the people impacted?
   What myths or misperceptions have been revealed? What specific topics seem to interest the group?
- The answers to those questions will guide next steps and provide valuable information about what topics future speakers or events should cover.

### How often will the group meet and where?

- Consider establishing a regular meeting schedule and decide if the group will meet in-person or virtually. Identify a meeting location, if in person.
- Be mindful that meeting days and times will greatly impact who can participate.

TIP

If funding is needed to support the team's activities, contact New Hampshire Housing about applying for a grant.

# HOSTING A LAUNCH MEETING

It's time to invite the community to the conversation! A good way to do this is with a launch event. Here is a framework for planning and hosting a launch meeting.

### **INVITE**

Once you've chosen a date, time, and location, the most important thing is to have people in the community attend! Be sure cross sections of the community are well-represented. Send targeted invitations to members of the business community, the faith-based community, civic groups, decision-makers and elected officials, the arts community, seniors, young people, and anyone else who may share a personal connection with the issue or could be impacted or wants to make a difference.

• Consider ways to make attending the event welcoming, like having snacks and beverages available. Are there childcare or other needs to consider?



### **WELCOME**

Which member of the housing team should offer a welcome at the launch meeting? It should be someone well-known by the community – perhaps a business owner, elected official, or someone who is recognized as a leader. Ask this individual to provide the welcome and introduction, and to offer context for the meeting.

### **INTRODUCTIONS**

Ask attendees to introduce themselves. If the group is too large, have attendees meet in small groups to break the ice and introduce themselves. In addition to sharing their names, consider asking attendees to share what roles they play in the community, what groups or interests they represent, and why they are there. Encourage attendees to share their housing stories with one another.

### **LISTEN**

There will be plenty of time for education at future gatherings – the launch meeting is an opportunity to hear from the community. Whether as one large group or within smaller groups, have attendees share their personal housing stories, concerns, barriers, and potential areas for opportunity. Create a discussion guide to lead these conversations. Small group conversations can be self-facilitated or facilitated by individuals from the housing team. Consider collaborating with Cooperative Extension at the University of New Hampshire or NH Listens for assistance in planning and executing this step.

### COMMIT

Ask attendees how they imagine moving forward. Ask them who is missing from the conversation, if they're willing to commit to any specific tasks or action items, and if they would like to meet again.

### **DEBRIEF**

As a group, summarize the results of the launch meeting and allow what you heard to inform next steps. This could include sending a follow-up communication after the event to outline next steps and to thank them for participating.



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# GATHERING, ENGAGING, AND EDUCATING

What you heard at the launch meeting will inform next steps for engagement and education. Continue to invite experts to the table to be part of these conversations.

### **SUGGESTED ACTIVITIES**

- Invite experts to speak to various housing-related topics and to share data.
- Host a screening of the documentary <u>Communities & Consequences II</u>, or an episode of <u>Housing Fact or Fiction</u>, followed by a panel discussion or community listening session. Videos are available at www.CommunitiesandConsequences.org
- Combine housing-related discussions with social time and food.

### PROVIDE OPPORTUNITIES FOR PEOPLE TO SHARE THEIR PERSPECTIVES

- Assemble focus groups of experts to identify key barriers and discuss potential
  areas of opportunity. For example, one focus group discussion could be housing industry
  professionals such as planners, housing developers with experience in your area, architects,
  engineers, and others.
- Invite the community to share their reactions and perspectives in every conversation.
   What you learn from the community at each of these gatherings will inform next steps.
   For example, if people are concerned about the impact of housing on school enrollment and property taxes, bring in an expert who can speak to this topic specifically.

Repeat Steps 1-5, as needed, until the group is ready to move toward solutions.

Advice for these conversations:

- It's important to let the community lead the conversation, identify
  the problem, and inform the goals. Your role as a leader is to be curious
  and continue to ask questions. It may be helpful to work with a neutral
  facilitator, like someone from UNH Cooperative Extension or NH Listens.
- Don't let the data overshadow the people part of the conversations about housing challenges. Ultimately, the goal is to ensure every community member understands what current and future community residents need.
- Continue to invite new voices into the group.
- Be patient. Change often happens slowly.
- Consider technology needs for all types of meetings.

STEP

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# **COMMUNICATE AND REPEAT**

This process often progresses slowly with small successes and challenges along the way. Consider how you will continue to bring new people and new ideas to the table while nurturing the initial group of stakeholders.

- Ensure you have built-in feedback loops so that participants have the opportunity
  to provide feedback throughout the process. It is important to maintain a level of
  engagement to ensure changes made are still resonating with people. In some cases,
  successes of the past become challenges when people's attitudes change without an
  opportunity for them to provide feedback. In actuality, this process is
  ongoing and never truly finishes.
- At this stage, it's important to communicate with the community about the work being done. Whether this is a website, community Facebook page or group, or another communications tool, it is critical to establish a public "hub" that is accessible to the community. This is important to making the process transparent, which builds trust while also providing a location for saving meeting minutes, agendas, meeting schedules, reference materials, presentations from guest speakers, and more. Be mindful of residents who may not have access to the internet; the public library may be a good information-sharing partner.



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# **SEEKING OUT SOLUTIONS**

At some point, people in the community will be ready to move toward solutions. These solutions will be fueled by stories, perspectives, and ideas shared during Steps 1 - 6. What are residents saying about their needs? Are themes emerging from these conversations? What are you hearing from stakeholders?

- Maybe you're hearing that there is a need for more rental housing, or perhaps opportunities for current renters to become homeowners.
- Maybe you're hearing older residents would like to downsize and stay in the community or that there is a need for multi-generational living.
- Maybe there are concerns coming from businesses about where their workers will live.

### AS YOU MOVE TOWARD SOLUTIONS, HERE ARE SOME THINGS TO CONSIDER:

- Who are the decision-makers you need to talk to? How do decisions about land use regulations get made in your community? See the *Appendix* on page 18 for information.
- Assess the current political will. Who among the decision-makers may be willing to make changes? Who is unlikely to?
- Invite developers to share their perspectives with the group. Zoning ordinances are sometimes crafted without an understanding the financial feasibility of actual development.
- Support news coverage that is balanced and fair. Where possible, cultivate relationships with your local media.
- Continue to invite experts to offer their assistance, including an individual from New Hampshire Housing, the regional housing coalition, or the regional planning commission. You don't need to be an expert to guide this process – experts are available to help you along the way!

### WHAT ARE SOME POSSIBLE SOLUTIONS AND NEXT STEPS?

As the key problem(s) becomes clear, it will be easier to envision solutions. If you haven't already, this is an important time to connect with New Hampshire Housing staff – they are available to help identify solutions and resources. They also can assist in looping in your regional planning commission and housing coalition.

### Consider opportunities to examine local land use regulations.

- Reach out to New Hampshire Housing about funding opportunities.
- Review the <u>Meeting the Workforce Housing Challenge Guidebook</u>.

### Host a charrette with a regional housing coalition or Plan NH.

• This project may be eligible for funding through New Hampshire Housing.

# Review your community's accessory dwelling unit (ADU) ordinance and consider other approaches to facilitate the development of ADUs.

- Resource: Accessory Dwelling Units in New Hampshire: A Guide for Municipalities.
- Resource: Policy and Program Models for Creating Accessory Dwelling Units in NH.

### Don't reinvent the wheel: consider what other communities have done.

 See examples and case studies in: <u>Housing Solutions for New Hampshire</u> and <u>New Hampshire</u>'s <u>Workforce Housing Law: A 10-Year Retrospective on the</u> <u>Law's Impact on Local Zoning and Creating Workforce Housing.</u>

### Create a housing commission or committee.

- Resource: Housing Commissions in New Hampshire: A Guide for Municipalities.
- Examples: <u>New London's Housing Commission</u>, <u>Lee's Housing Committee</u>, <u>Peterborough's Affordable Housing Committee</u>.

### Download NH Housing publications here: www.NHHousing.org/publications-data



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# **ADVOCATE AND VOTE**

Even the most well-crafted zoning ordinance won't help to ease the housing crisis if it isn't adopted! Continued engagement and outreach efforts are critical to ensuring an ordinance amendment is recommended by decision-makers and passed by voters. Consider what happens between the creation of an ordinance amendment and Election Day. In a town, do voters understand the warrant article? In a city, will the city council or board of alderman adopt the proposed changes?

It is critical at this stage to gather feedback from decision-makers and concerned citizens, to communicate answers to "frequently asked questions" effectively, and to prepare advocates for their roles. Often those who oppose change are the ones who turn up at public hearings or campaign prior to a town meeting or election. Advocacy from supportive stakeholders is needed; activating supportive voices is key to ensuring decision-makers hear from pro-housing community members.

### HOW TO PREPARE SUPPORTERS TO BE EFFECTIVE ADVOCATES

Host an advocacy training. Consider partnering with an organization that does this training or a housing-related organization, like a regional housing coalition.

### Ensure potential advocates understand what advocacy is. Advocates can:

- Email a letter of support to the planning board, town or city council, or board of aldermen.
- Testify in person at the public hearing at the planning board.
- Voice their support and share their own housing story (a powerful advocacy tool) in a local paper/letter to the editor, blog post, or social media post.

### Prepare advocates to testify at a public hearing with these tips:

- Introduce yourself and include your address (you can say the street or neighborhood if you aren't comfortable stating your address).
- Be brief and stick to your key points.
- Submit written comments in advance of the meeting, if possible.
- Be respectful.
- Be personal and passionate and include your own experience.
- Avoid reading from a piece of paper.

- Bring someone you know with you (there is strength in numbers, and you'll be more comfortable).
- Adjust the microphone, if needed, before you begin speaking.
- Practice will make it easier and more comfortable, as will watching others deliver their testimony.
- Say "thank you."

If you're in a community with a traditional town meeting or town election, don't forget to go vote!

### MORE RESOURCES FOR ADVOCATES

- Strong Towns: Getting a Response from Local Leaders
  www.strongtowns.org/journal/2018/9/6/getting-a-response-from-local-leaders
- New Futures: Power of a Personal Story
  www.new-futures.org/advocacy/power-personal-story
- Strong Towns: 9 Ways to Change an Elected Official's Mind www.strongtowns.org/journal/2018/1/24/9-ways-to-change-an-elected-officials-mind

Become a decision-maker.

Grassroots housing groups can recruit and campaign for pro-housing people to run for local office.

It is helpful to have allies on town or city councils and on planning boards. Becoming a part of local government and becoming a decision-maker has value. STEP

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# **CLOSING THE LOOP**

Whether or not the changes you championed were adopted by decision-makers, you might be wondering what you should do next. This is a good opportunity to pause to reflect on what went wrong or to celebrate your success.

After decision day, the important next step is to close the loop. Remember the individuals and organizations you engaged with in the first several steps? Go back to update them on the progress made and thank them for the time they spent on this issue. Spend some time with the community leaders you've nurtured throughout this process and invite them to pause and reflect, as well. Consider the following questions:

- What went wrong?
- What went well?
- What would we do differently next time?
- What lessons would we share with other communities?
- What's next?

Even when a policy change has been enacted, it is important to maintain some level of engagement to ensure these changes continue to resonate with community members.

One of the benefits of <u>establishing a housing committee or commission</u>\* is that this group is tasked with continuing to monitor the pulse of the community. It also creates opportunities for community members to express their concerns and provide feedback.

### CONCLUSION

Changing your community's zoning ordinance is rarely a simple or speedy task. The steps outlined in this guide require time, patience, and perseverance. Engagement is an ongoing process.

This guide intentionally emphasizes leading with curiosity, building relationships, and putting a human face on the housing crisis. As a leader in your community, your role is to guide people through a community-led process that starts with people and their stories, which in turn will shape the outcomes of your community's work in addressing its housing challenges.

While the approach outlined in this guide is somewhat formulaic, this process rarely goes according to plan. Contact the community engagement and education staff at New Hampshire Housing for assistance and support as your community works through this process.

\*Download NH Housing publications here: www.NHHousing.org/publications-data

# **APPENDIX**

### How, and by Whom, are Local Zoning Ordinance Amendments Made?

How are local zoning ordinances made? Who are the decision-makers? This appendix outlines the four types of local government in New Hampshire and how decisions about land use regulations are made in each.

### **Select Board + Traditional Town Meeting**

Typically, zoning ordinance amendments are placed on the ballot for vote by the planning board. Before election day, zoning ordinance amendments must be discussed at a public hearing held by the planning board.

Ballot items (also called warrant articles) are voted on at the town meeting and only residents in attendance can vote. The Town Meeting is usually a day-long affair, held on a Saturday in the late winter or early spring. Zoning ordinances specifically cannot be amended after the public hearing(s).

Amendments are only voted on once per year at the town meeting. Ultimately, voters are the decision-makers under this type of government.

Alternatively, citizens can initiate amendments and collect signatures via citizen's petition. These must also go through a planning board public hearing, but the planning board has no power to change them.

Example: Stratham, Newington

### "SB2": Select Board + Deliberative Session + Town Election (Official Ballot)

Typically, zoning ordinance amendments are placed on the ballot for vote by the planning board. Before election day, zoning ordinance amendments must be discussed at public hearing held by the planning board.

Ballot items (also called warrant articles) are discussed at a deliberative session prior to election day. Zoning ordinances specifically cannot be amended at deliberative session, so all amendments must be made during the planning board's public hearing(s).

The deliberative session is typically an all-day affair, held on a Saturday in late winter. All residents can vote on election day, typically a Tuesday in the spring.

Amendments are only voted on once per year at the town meeting. Ultimately, voters are the decision-makers under this type of government. Alternatively, citizens can initiate amendments and collect signatures via citizen's petition. These must also go through a planning board public hearing, but the planning board has no power to change them.

Example: Exeter, Hampton, Rye, Barrington

### Council

In communities with a town or city council, it is ultimately the council that votes to adopt zoning ordinance amendments. Amendments can be initiated by anyone, but are often written by a councilor, planning board member, or a relevant committee or commission.

Regardless of who initiates the amendment, all amendments are passed through the planning board for their feedback and public hearing(s) before being voted on by the council.

Residents and planning board members can influence amendments during the public hearings held by the planning board.

Example: Durham, Newmarket, Portsmouth, Dover, Rochester, Somersworth

Despite having a City Council, zoning amendments in Lebanon are sent to the voters in a March election – one of many exceptions!

### **Aldermen**

Similar to council, but with a stronger mayor. In NH, these are only the cities of Manchester and Nashua. Both cities have the staff and resources to help citizens navigate the process.

Zoning ordinance amendments are passed through the planning board for feedback from the public at public hearing before ultimately being voted on by the Board of Aldermen.

Residents and planning board members can influence amendments during the public hearings held by the planning board.

# **RESOURCES**

CHAPA Municipal Engagement Initiative. Citizens' Housing and Planning Association. www.chapa.org/about/chapa-programs/municipal-engagement-initiative

Be The Change: A Playbook for Land Use Advocates. Desegregate Connecticut. www.desegregatect.org/be-the-change

The Strong Field Framework: A Guide and Toolkit for Funders and Nonprofits Committed to Large-Scale Impact. The Bridgespan Group

www.bridgespan.org/insights/library/philanthropy/the-strong-field-framework-a-guide-and-toolkit-for

Piecing It Together: A Framing Playbook for Affordable Housing Advocates. Frameworks Institute, Enterprise Community Partners.

www.frameworksinstitute.org/publication/piecing-it-together-a-communications-play-book-for-affordable-housing-advocates/

"You Don't Have to Live Here": Why Housing Messages Are Backfiring and 10 Things We Can Do About It. Frameworks Institute, Enterprise Community Partners.

www.frameworksinstitute.org/publication/you-dont-have-to-live-here-why-housing-messages-are-backfiring-and-10-things-we-can-do-about-it/

Housing-Ready Toolbox. Vermont Housing Data website, HousingData.org – Vermont Housing Finance Agency.

www.housingdata.org/toolbox/steps-for-municipalities

Tools for Community Engagement. University of New Hampshire Cooperative Extension. <a href="https://extension.unh.edu/resource/tools-community-engagement">https://extension.unh.edu/resource/tools-community-engagement</a>

NH Listens. Carsey School of Public Policy at the University of New Hampshire https://carsey.unh.edu/new-hampshire-listens

Want to Invigorate Community Engagement? Break Out the Building Blocks.

https://nextcity.org/features/want-to-invigorate-community-engagement-break-out-the-building-blocks

From the book "Dream Play Build: Hands-On Community Engagement for Enduring Spaces and Places," by James Rojas and John Kamp

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