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| 1. **NAME** of the resource / tool
 | **BSW\_Introducing Partnership Bylaws (PowerPoint Presentation)** |
| 1. **WHAT** is the purpose of the resource / tool?
 | This presentation explains the purpose of the bylaws and provides an overview of proposed community partnership rules, decision making process, etc. |
| 1. **WHO** developed the resource / tool? (If it was adapted from an existing document, please include a citation for the original source.)
 | This document was developed for Best Start Wilmington Capacity Building Team using bylaws proposed by the leadership group for full partnership approval. |
| 1. **HOW** should the resource / tool be used?
2. *What circumstances are ideal/appropriate?*
3. *By whom and when?*
4. *Is a particular skill set or special preparation needed?*
 | 1. This tool can be used at a Partnership meeting to introduce, discuss, and approve the bylaws.
2. This tool can be used by the group facilitators and/or the leaders proposing the bylaws. The slides are presented during a Partnership meeting when they will be voted on or additional input is being sought to complete the review process prior to a final vote.
3. The group facilitator should be prepared to identify topics where there is not agreement for additional follow up discussion. This may include clarifying the source of disagreement and proposing alternatives to bring the group to consensus.

In the case of tie or very close votes, it may be helpful to ask members if they want additional time to review proposed bylaws or to bring additional information for consideration. |
| 1. **WHY** is this resource being recommended? (What makes is especially effective or useful for community-based work?)
 | The PowerPoint is an effective visual aid for guiding bylaws review discussions. |