

Templates: Lean Family Blueprint

1. Family Values Charter Template (Module 1):

- * Title: Our Family Values Charter
- * Sections:
 - * "Our Core Values:" (Space for listing 5-7 key values)
 - * "What These Values Mean to Us:" (Space for each family member to write a brief description of what each value means to them)
 - * "How We Will Live These Values:" (Space for listing specific actions and behaviors that reflect each value)
 - * "Signature Section:" (Space for each family member to sign, signifying their commitment)

2. Active Listening Checklist (Module 1):

- * Title: Active Listening Checklist
- * Checklist Items:
 - * "Maintain eye contact."
 - * "Avoid interrupting."
 - * "Use verbal affirmations (e.g., 'I understand,' 'That makes sense')."
 - * "Paraphrase what the speaker said."
 - * "Ask clarifying questions."
 - * "Show empathy and understanding."
 - * "Give the speaker your undivided attention."
 - * "Avoid distractions (e.g., phones, TV)."

3. Family Kanban Board Template (Module 2):

- * Title: Family Kanban Board
- * Columns:
 - * "To Do"
 - * "Doing"
 - * "Done"
- * Rows:
 - * (Space for adding task cards, either digitally or printed and cut out)
 - * "Task Card Template" (A blank card to be copied as needed)
 - * "Task Name"
 - * "Assigned To"
 - * "Due Date"
 - * "Notes"

4. Appreciation Prompts (Module 2):

- * Title: Appreciation Prompts
- * Prompts:
 - * "What is something someone in our family did today that you appreciate?"
 - * "When did you feel supported by a family member this week?"
 - * "What is a strength you see in someone else in our family?"
 - * "What is a kind thing you saw someone in our family do?"
 - * "What is something you are thankful for that a family member did?"

5. Meal Planning Meeting Agenda (Module 3):

- * Title: Family Meal Planning Meeting Agenda
- * Sections:
 - * "Review of Last Week's Meals:" (What worked, what didn't)
 - * "Brainstorming Meal Ideas:" (Everyone contributes)
 - * "Weekly Meal Plan:" (Day-by-day plan)
 - * "Grocery List:" (Items needed for the week)
 - * "Assigning Cooking Responsibilities:" (Who cooks what)
 - * "Notes/Action Items:"

6. Themed Cooking Night Role Assignment Sheet (Module 3):

- * Title: Themed Cooking Night Role Assignments
- * Sections:
 - * "Theme of the night"
 - * "Chef(s)"
 - * "Sous Chef(s)"
 - * "Clean up Crew"
 - * "Entertainment"
 - * "Grocery Shopper"

7. Problem-Solving Huddle Guide (Module 4):

- * Title: Family Problem-Solving Huddle Guide
- * Steps:
 - * "Define the Problem:" (Clearly state the issue)
 - * "Brainstorm Solutions:" (Generate multiple ideas)
 - * "Evaluate Solutions:" (Weigh pros and cons)
 - * "Choose a Solution:" (Reach a consensus)
 - * "Create an Action Plan:" (Assign tasks and deadlines)
 - * "Review and Follow up:" (Did the solution work?)

8. Family Feedback Session Guide (Module 4):

- * Title: Family Feedback Session Guide
- * Guidelines:
 - * "Focus on Behavior, Not Personality:"
 - * "Be Specific and Constructive:"
 - * "Use 'I' Statements:"
 - * "Listen Actively:"
 - * "Offer and Receive Feedback with Respect:"

9. Family Financial Vision Worksheet (Module 5):

- * Title: Our Family's Financial Vision
- * Sections:
 - * "Our Shared Financial Goals:" (Short-term and long-term)
 - * "Our Values Around Money:"
 - * "How We Will Track our Progress:"
 - * "Notes:"

10. Family Goal-Setting Worksheet (Module 5):

- * Title: Family Goal-Setting Worksheet
- * Sections:

- * "Goal"
- * "Who is Responsible"
- * "Start Date"
- * "Due Date"
- * "Steps to achieve goal"
- * "How we will celebrate"

11. Family Service Project Brainstorm Sheet (Module 6):

- * Title: Family Service Project Brainstorm
- * Sections:
 - * "What causes do we care about?"
 - * "What skills can we offer?"
 - * "Possible Service Projects"
 - * "Action Plan"