

Actor Mapping Instructions

Building an Actor Map

1. At the top of your template, write your geographic location.
2. Identify and write down the beneficiary of your CAI in the center circle on your template.
3. Using stickies, write down 15-20 organizations or community groups (or types of organizations/groups, if you don't know specific names) that are currently participating in this work and that influence contraceptive access in your community (one per sticky note).

NOTE: WE ARE NOT ASKING YOU TO IDENTIFY ALL THE ACTORS IN YOUR EFFORT. Some collaborative efforts have hundreds of actors. For the purposes of this exercise, select the 15-20 actors that represent a range of types of organizations, community groups, or individuals involved in the effort.

4. Reviewing your list of actors, make a second list that identifies the categories or sub systems (e.g., policymakers, public service providers, community groups, health players, education players) that these actors fall into.
 - Don't worry if your designated groupings are the perfect way to divide up the system. Just use your best judgment for what seems to make most sense to you as key groups/clusters of actors.
5. Label the "pie slices" on your template with the different segments you identified.
6. Place the actors on the system map, putting the actors most closely in touch with the beneficiary closest to the center.
7. Identify those actors who are missing from the effort and use a different color sticky to add them to the map.

Analyzing the Actor Map by "seeing into the system"

8. Identify relevant connections between actors.
 - Use a sharpie to draw a solid line between actors where the connection is strong
 - Use a sharpie to draw dotted lines where the connections between actors is weak
 - Use a highlighter to draw a line between actors that are not currently part of the effort but are critical to the work moving forward
9. As you reflect on the connections between actors, look for trends or causes where relationships are strong and weak.

Beneficiary:

POWER
TO DECIDE