# PAG Tip Sheet

**Promote**

- Announcement about PAG included in new client packet
- Provide coupons or vouchers from local businesses
- Make available donated clothes for job readiness
- Provide food
- Hold a raffle for all who attend and participate
- Host a speaker
- Advertise with fliers
- Ask for client participation
- Consider hosting at a Clubhouse
- Announce at groups
- Identify topics for discussion ahead of time

**Format**

- Use open ended questions
- Rotate topics-on a quarterly basis
- Format like a Focus Group
- Allow participants to write comments or questions

**Leadership**

- Have Program Management attend
- Ensure there is a dynamic leader

**Follow Up**

- Post PAG feedback in a common area of the program
- Publish the changes made as a result of the PAG within the program