Wisdom Documentation Templates

Purpose

The Wisdom Documentation Templates are designed to provide facilitators with structured, customizable tools to ethically record and preserve the insights, spiritual wisdom, and outcomes from interfaith and inter-spiritual dialogues within the Religious & Spiritual Dialogue Framework. These templates ensure that sacred knowledge, narratives, and collaborative actions are documented respectfully, with consent, and in alignment with the framework's principles of inclusivity, respect, equity, collaboration, and knowledge integration, enabling future learning and sharing.

Intended Audience

- Facilitators documenting global summits, regional workshops, or local dialogue circles
- Community leaders, spiritual practitioners, and archivists preserving dialogue outcomes
- Regional Hubs and the Global Council for Religious & Spiritual Dialogue (GCRSD) managing knowledge repositories

Core Principles

This tool aligns with the framework's five core principles:

1. **Inclusivity**: Ensuring documentation reflects diverse voices, especially marginalized ones.
2. **Respect**: Honoring the sacredness and boundaries of shared wisdom and narratives.
3. **Equity**: Prioritizing contributions from underrepresented groups to address power imbalances.
4. **Collaboration**: Engaging communities in co-creating and validating documented content.
5. **Knowledge Integration**: Valuing spiritual and cultural wisdom as central to dialogue outcomes.

Templates Overview

The Wisdom Documentation Templates include:

- **Dialogue Summary Template**: Captures key insights, participants, and outcomes.

- **Narrative Capture Template**: Records personal or communal stories and spiritual teachings.

- **Action Plan Template**: Documents collaborative commitments and follow-up plans.

- **Consent and Permissions Template**: Ensures ethical use of sacred knowledge.

- **Customization Guidelines**: Adapts templates to regional and cultural contexts.

Wisdom Documentation Templates

1. Dialogue Summary Template

Purpose: Provides a high-level overview of the dialogue, including themes, participants, and key outcomes.

Template:

```
Dialogue Summary
Dialogue Title: [Insert Title, e.g., West African Dialogue on Peacebu
Date: [Insert Date, e.g., May 19, 2025]
Location: [Insert Location, e.g., Hybrid – Accra, Ghana & Virtual]
Facilitator(s): [Insert Names]
Participants: [Insert Number and Diversity, e.g., 50 participants, inc
Traditions Represented: [List Traditions, e.g., Islam, Christianity, /

1. Objectives:
   - [Insert Objective, e.g., Foster shared values for peacebuilding]
   - [Insert Objective, e.g., Develop a regional ethics charter]

2. Key Themes:
   - [Insert Theme, e.g., Communal harmony through ubuntu principles]
   - [Insert Theme, e.g., Youth-led peace initiatives]
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   3. Major Insights:
      - [Insert Insight, e.g., Islamic and Christian teachings on forgive
      - [Insert Insight, e.g., Youth emphasized digital platforms for pea

   4. Outcomes:
      - [Insert Outcome, e.g., Drafted ethics charter for interfaith peac
      - [Insert Outcome, e.g., Committed to youth-led community dialogues

   5. Documentation Notes:
      - Consent: [Insert Details, e.g., All insights approved for public
      - Cultural Sensitivity: [Insert Notes, e.g., Akan rituals document
      - Accessibility: [Insert Notes, e.g., Summary available in Twi aud:

Submitted by: [Facilitator Name]
Contact: [Insert Contact, e.g., spiritualdialogue@globalgovernancefran
```

Customization Notes:

- Include land acknowledgment in regions with Indigenous populations (e.g., "Held on Akan lands").
- Adapt themes to regional priorities (e.g., climate resilience in Pacific Islands).

2. Narrative Capture Template

Purpose: Records personal or communal stories, spiritual teachings, or sacred narratives shared during dialogues.

Template:

```
Narrative Capture
Dialogue Title: [Insert Title, e.g., Canadian Dialogue on Indigenous |
Date: [Insert Date, e.g., May 19, 2025]
Narrator(s): [Insert Name(s) or Anonymous, e.g., Métis Elder, Anonymou
Tradition/Community: [Insert Tradition, e.g., Métis spirituality]
Context: [Insert Dialogue Segment, e.g., Truth-sharing session]

1. Narrative Summary:
   - [Insert Summary, e.g., Elder shared a story of resilience through

2. Key Teachings or Values:
```

```
      - [Insert Teaching, e.g., Beadwork symbolizes interconnectedness a
      - [Insert Teaching, e.g., Forgiveness as a communal process, not in


   3. Cultural Significance:
      - [Insert Significance, e.g., Beadwork is a sacred Métis practice,


   4. Consent and Usage:
      - Consent: [Insert Details, e.g., Elder approved sharing story pub
      - Restrictions: [Insert Restrictions, e.g., Do not reproduce beadwo
      - Source: [Insert Source, e.g., Oral sharing during dialogue, reco


   5. Documentation Notes:
      - Format: [Insert Format, e.g., Written summary, audio recording]
      - Accessibility: [Insert Notes, e.g., Audio available in English a
      - Storage: [Insert Storage, e.g., Archived in [Multimedia Resource


   Submitted by: [Facilitator Name]
   Contact: [Insert Contact, e.g., spiritualdialogue@globalgovernancefra
```

Customization Notes:

- Use oral or visual formats for communities with non-written traditions (e.g., audio recordings in Pacific Islands).

- Ensure trauma sensitivity for narratives of historical wounds, per the Truth & Reconciliation Toolkit.

3. Action Plan Template

Purpose: Documents collaborative commitments and follow-up plans from dialogues.

Template:

```
Action Plan
Dialogue Title: [Insert Title, e.g., South Asian Dialogue on Water Co
Date: [Insert Date, e.g., May 19, 2025]
Lead Facilitator: [Insert Name]
Participants Involved: [Insert Groups, e.g., Hindu, Muslim, Jain comm


1. Action Objectives:
   - [Insert Objective, e.g., Develop interfaith water conservation c
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        - [Insert Objective, e.g., Advocate for policy on river restoration

    2. Specific Commitments:
        - [Insert Commitment, e.g., Hindu and Jain leaders to host communit
        - [Insert Commitment, e.g., Youth to launch social media campaign,

    3. Responsibilities:
        - [Insert Role, e.g., Hindu leader: Coordinate workshops by July 20
        - [Insert Role, e.g., Youth team: Create campaign content by June 2

    4. Timeline:
        - [Insert Milestone, e.g., Workshops launched: July 31, 2025]
        - [Insert Milestone, e.g., Campaign report submitted: August 15, 20

    5. Resources:
        - [Insert Resources, e.g., Funding from Regional Hub, venue from Mu
        - [Insert Resources, e.g., Digital tools for youth campaign]

    6. Monitoring and Reporting:
        - Method: [Insert Method, e.g., Progress tracked via [Representatio
        - Contact: [Insert Contact, e.g., Regional Hub, waterdialogue@examp

    7. Documentation Notes:
        - Consent: [Insert Details, e.g., All commitments approved for publ
        - Accessibility: [Insert Notes, e.g., Plan translated into Hindi an

    Submitted by: [Facilitator Name]
    Contact: [Insert Contact, e.g., spiritualdialogue@globalgovernancefran
```

Customization Notes:

- Align actions with regional challenges (e.g., peacebuilding in conflict zones).

- Include youth or marginalized group roles to ensure equity.

4. Consent and Permissions Template

Purpose: Ensures ethical use of sacred knowledge, narratives, or outcomes with participant consent.

Template:

```
Consent and Permissions
Dialogue Title: [Insert Title, e.g., Pacific Islands Dialogue on Clim
Date: [Insert Date, e.g., May 19, 2025]
Facilitator: [Insert Name]

1. Content Description:
    - [Insert Content, e.g., Polynesian navigational story shared by e
    - [Insert Content, e.g., Draft ethics charter on climate action]

2. Participant(s) Providing Consent:
    - [Insert Name(s) or Anonymous, e.g., Elder Kaimana, Anonymous You
    - Tradition/Community: [Insert Tradition, e.g., Polynesian spiritua

3. Consent Details:
    - Approved Uses: [Insert Uses, e.g., Public sharing in [Multimedia
    - Restrictions: [Insert Restrictions, e.g., No commercial use, no s
    - Duration: [Insert Duration, e.g., Consent valid until May 2026]

4. Documentation Method:
    - [Insert Method, e.g., Written consent form signed by elder, verba
    - Storage: [Insert Storage, e.g., Secure database, per [AI Ethics (

5. Contact for Inquiries:
    - [Insert Contact, e.g., Elder Kaimana via community liaison, kaima

6. Notes:
    - Cultural Sensitivity: [Insert Notes, e.g., Navigational story sha
    - Accessibility: [Insert Notes, e.g., Consent form available in Sam

Submitted by: [Facilitator Name]
Contact: [Insert Contact, e.g., spiritualdialogue@globalgovernancefram
```

Customization Notes:

- Use verbal consent for communities with oral traditions, ensuring recordings are secure.

- Adapt restrictions to sacred protocols (e.g., no photography of rituals).

Customization Guidelines

- **Cultural Sensitivity**:
  - Adapt documentation to local norms (e.g., oral recordings in Indigenous contexts, written summaries in formal settings).
  - Example: In an African dialogue, use audio narratives for Akan oral traditions, per elder guidance.
- **Power Dynamics**:
  - Prioritize narratives and actions from marginalized groups (e.g., Indigenous, youth, women), per the Representation Assessment Tool.
  - Example: In a South Asian dialogue, center Dalit contributions in summaries.
- **Accessibility**:
  - Provide templates in accessible formats (e.g., audio, braille, translations), per the Digital Access & Inclusion Audit.
  - Example: In a Central Asian dialogue, offer Kyrgyz audio summaries for nomadic communities.
- **Youth Engagement**:
  - Include youth voices in narratives and action plans, assigning them documentation roles (e.g., summarizing insights).
  - Example: In a European dialogue, engage youth to document secular humanist perspectives.
- **Remote and Rural Engagement**:
  - Use offline formats (e.g., printed templates, verbal recordings) for rural participants with limited digital access.
  - Example: In an African dialogue, distribute printed action plans via community leaders.
- **Ethical Considerations**:
  - Ensure informed consent and respect sacred boundaries, per the Cultural Appropriation Prevention Checklist.
  - Example: In an Australian dialogue, secure Aboriginal elder consent for documenting Dreamtime stories.
- **Trauma Sensitivity**:
  - Handle narratives of historical wounds with care, per the Truth & Reconciliation Toolkit.
  - Example: In a Latin American dialogue, anonymize Indigenous trauma narratives unless explicit consent is given.

Appendices

- **Sample Documentation Set**:

```
Dialogue Summary
Dialogue Title: West African Dialogue on Peacebuilding
Date: May 19, 2025
Location: Hybrid — Accra, Ghana & Virtual
Facilitator(s): Amina Mensah
Participants: 50, including Muslims, Christians, Akan practitioner
Traditions: Islam, Christianity, Akan spirituality
Objectives: Foster peacebuilding values, draft ethics charter
Key Themes: Ubuntu, youth advocacy
Outcomes: Ethics charter, youth-led dialogues
Notes: Insights approved, Twi audio available

Narrative Capture
Narrator: Anonymous Akan Elder
Tradition: Akan spirituality
Narrative: Story of communal reconciliation through Adae festival
Teachings: Forgiveness as collective healing
Consent: Approved for public sharing, no ritual details
Format: Audio recording, Twi and English

Action Plan
Commitments: Interfaith peace workshops, youth social media campai
Responsibilities: Muslim leader coordinates workshops, youth creat
Timeline: Workshops by July 2025
Resources: Regional Hub funding
Monitoring: Via [Representation Metrics Dashboard](/framework/tool

Consent and Permissions
Content: Akan story, ethics charter
Participant: Akan Elder, community leaders
Consent: Public sharing approved, no commercial use
Method: Verbal consent recorded
Storage: Secure [Multimedia Resource Library](/framework/tools/spi
```

- **Facilitator Checklist**:
  - Assess dialogue outcomes and participant diversity for documentation.
  - Engage stakeholders to co-create and validate content.
  - Use templates to capture summaries, narratives, actions, and consents.

- Ensure cultural sensitivity, accessibility, and ethical consent.

- Archive in Multimedia Resource Library and report to Regional Hub.

- **Resources**:

  - Dialogue Facilitation Guide

  - Representation Assessment Tool

  - Cultural Appropriation Prevention Checklist

  - Conflict De-escalation Protocols

  - Regional Customization Framework

  - Truth & Reconciliation Toolkit

  - Sacred Space Setup Guide

  - Contact: spiritualdialogue@globalgovernanceframework.org