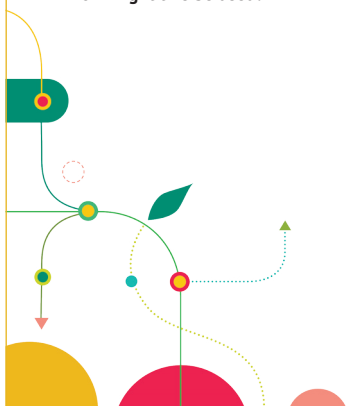## TRANSITION LEGITIMACY TOOL

WHAT IS THE NAME OF YOUR PARTICIPATORY TRANSFORMATIVE PROCESS? WHAT IS ITS GOAL?

ANSWER THE EMPIRICAL QUESTIONS TO DEEPLY ASSESS EACH TYPE OF LEGITIMACY

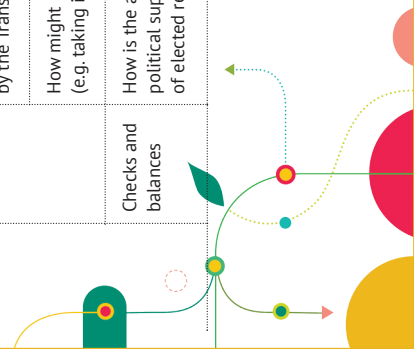| TYPE OF LEGITIMACY	DIMENSION	QUESTION	ANSWER
Input Legitimacy	Citizen participation	What opportunities for participation are provided?	
	Eliciting alternative perspectives	What sustainability and justice perspectives are taken up?	
Throughput legitimacy	Quality of participation	In which ways is the quality of participation enhanced?	
	Checks and balances	What checks and balances are involved in the process?	
	Cultural imaginaries	Which cultural imaginaries are deliberated?	
	Institutional work	Which institutions are challenged?	
	Reflexivity	In which ways are ongoing questioning and adaptation encouraged?	
Output legitimacy	Responsiveness	Which outcomes are effective, and responsive to the wishes of the actors involved?	
	Guided action	Which concrete actions are linked to institutional change and long-term cultural imaginaries?	
	Collective empowerment	Which outcomes are linked to changes in social relations and roles?	
	Reflexive governance	In which ways are actors held accountable for the outcomes? In which ways are outcomes adapted to new insights?	

LEGITIMACY POSITIONING: Next, to position the process as legitimate in your organisation answer the following questions after completing the previous sections:

- **What steps need to be taken to improve or safeguard democratic and transition legitimacy in your process?**
- **How might this be used?**

TOMORROW

SCAFFOLDING QUESTIONS: TRANSITION LEGITIMACY TOOL

TYPE OF LEGITIMACY	DIMENSION	LOWER ORDER QUESTIONS	ANSWER	HIGHER ORDER QUESTION (EMPIRICAL QUESTION)
Input Legitimacy	Citizen participation	Who is the citizen?		What opportunities for participation are provided?
		What different types of representation or interaction opportunities are created?		
		What is the influence of the Transition Team/initiators in deciding who is invited?		
		What is the motive behind involving citizens: instrumental or intrinsic?		
		Who or what is changing? Is it Individual action or institutional change?		
	Eliciting alternative perspectives	What perspectives are included? Are there perspectives that are excluded? Reflect on the seeming assumption that 'all' perspectives or 'unheard voices' are represented.		What sustainability and justice perspectives are taken up?
		Which perspectives are Dominant? Why are others suppressed?		
Throughput legitimacy	Quality of participation	How can 'unheard voices' be included? Why should identified 'unheard voices' be included or excluded?		In which ways is the quality of participation enhanced?
		How are education, mobilisation, and awareness framed within your context?		
		Are citizens actually mobilised through communication and awareness raising?		
		Is the participation process framed as neutral by the Transition Team?		
		How might participation create tensions and conflicts? (e.g. taking into account power dynamics, trade-offs, etc.)		
	Checks and balances	How is the approval process vulnerable to changing political support? Can you define the involvement of elected representatives?		What checks and balances are involved in the process?

TOMORROW

SCAFFOLDING QUESTIONS: TRANSITION LEGITIMACY TOOL - CONTINUED

TYPE OF LEGITIMACY	DIMENSION	LOWER ORDER QUESTIONS	ANSWER	HIGHER ORDER QUESTION (EMPIRICAL QUESTION)
Throughput legitimacy	Cultural imaginaries	Is the focus of your transformative ambition on metrics or on a cultural shift?		Which cultural imaginaries are deliberated?
		How are responsibilities framed? (with individuals or organisations, voluntary commitments vs. institutional, legal, etc.)		
	Institutional work	Are fragmentation and siloes limited (e.g. within a municipality or other organisation)?		Which institutions are challenged?
		Is regulatory change reflected in actions or not? Is there an emphasis on experiments, awareness campaigns, education, etc.?		
	Reflexivity	How do key performance indicators relate to reflexivity?		In which ways is ongoing questioning and adaption encouraged?
Output legitimacy	Responsiveness	Does increased collaboration lead to improved effectiveness in your system?		Which direct and indirect outcomes are effective, and responsive to the wishes of the actors involved? What are unintended consequences and unexpected consequences?
	Guided action	How can financial commitment be untied from plans and approval by councils?		Which concrete actions are linked to institutional change and long-term cultural imaginaries?
		How do short-term actions contribute to long-term ambitions?		
	Collective empowerment	What are ways and strategies to support individual and collective empowerment of the actors involved? How can the actors feel a 'sense of ownership' of the actions?		Which outcomes are linked to changes in social relations and roles?
	Reflexive governance	What is the focus of your monitoring approach?		In which ways are actors held accountable for the outcomes? In which ways are outcomes adapted to new insights?

TOMORROW