Guideline: Community Needs Assessment for Social Skate Projects

Introduction
Community Needs Assessments focus on gaining community acceptance and input for your programs. These assessments can be performed internally (within the organization) and usually take several weeks.

STEP 1 – Know About the Cultural and Security Environment
Doing this step before planning the assessment will help you identify which security and cultural risks exist so that you can carry out your assessment safely and avoid roadblocks.

1.1 Contextual analysis

- Historical context research
- Socio-economic situation
- Existing skateboarding community/infrastructure
- Up-to-date security reports
- Meetings with stakeholders who know the community

1.2 Geographical overview [*Insert Map of Area or link to Google Maps*]

1.3 Cultural sensitivities/considerations

1.4 Other security factors to consider
- Major threats and risks in the area?
- Powerful actors in the area?
- Tribal / ethnic tensions?

STEP 2 – Plan the Assessment

2.1 Purpose of Assessment *(mostly to get community input or to decide if project is a good fit?)*
- Which information to gather
- Which questions to ask

2.2 Organizational awareness
- Messaging
- Concerns to be ready to address

2.3 Project explanation
- Aim
- Proposed activities
- Beneficiaries and criteria

STEP 3 – Make Contact with the Community

3.1 Staff training / orientation on project purpose, messaging etc

3.2 Community gathering/meeting preparations
- Connect with community leaders, religious leaders, and local government officials
- Attend other meetings / gatherings during implementation

3.3 Host community events

3.4 Connect with other NGOs in the area

3.5 Connect with schools in the area

3.6 Assess transportation situation (are there any major roads in the area? Buses?)

STEP 4 – Assess the Information

4.1 Resource evaluation (internal)

4.2 Making selections (shortlisting locations, staffing options):

4.3 Sources of Info
- Reports, Research and Internal Resources

4.4 Needs Criteria:
- Demographics (age, gender, income, out of school, etc.)
- What challenges or opportunity gaps are the potential participants facing?
- What strengths exist in the community that can be built on?
- What programs are best for meeting their needs?
- What recreational opportunities are already available for the targeted demographic?
- What is the interest in skateboarding?
- What is the interest in other creative or education activities you plan to offer?
- What challenges/barriers exist to reaching your targeted demographic?
- What potential facilities/locations are available?
- What are their transportation needs? (can they safely walk to the facilities, do we need to go to them, do girls face additional barriers, etc)