

Community Assessment Analysis

The community assessment process is part of program planning. It is used as a basis for making decisions, as a foundation for establishing strategic long-term goals and measurable objectives, and to inform strategic and ongoing planning. Your community assessment team can use this worksheet while collecting and reviewing data and developing recommendations.

Community Assessment Process Review

Does our process include:	Yes	No
1. Information collection and analysis of:		
<ul style="list-style-type: none"> • Demographics, including: <ul style="list-style-type: none"> ○ Eligible infants, toddlers, preschool-age children, and expectant mothers? ○ Children experiencing homelessness? ○ Children in foster care? ○ Children with disabilities? <ul style="list-style-type: none"> ▪ Types of disabilities? ▪ Relevant services and resources provided by community agencies? 		
<ul style="list-style-type: none"> • Needs of eligible children and their families around: <ul style="list-style-type: none"> ○ Education? ○ Health? ○ Nutrition? ○ Social services? 		
<ul style="list-style-type: none"> • Schedules of parents with eligible children: <ul style="list-style-type: none"> ○ Work? ○ School? ○ Training? 		
<ul style="list-style-type: none"> • Other child development programs serving eligible children, including: <ul style="list-style-type: none"> ○ Child care centers? ○ Family child care programs? ○ Public pre-K programs? ○ Home visiting programs? 		
<ul style="list-style-type: none"> • Resources available in the community? 		
<ul style="list-style-type: none"> • Strengths of the community? 		

Does our process include:	Yes	No
2. Identification of trends?		
3. An annual review and update, and the undertaking of a new community assessment every five years?		
4. The effective integration of the community assessment process and data into ongoing program planning?		

Community Assessment Trends

What trends do we see in the:	
Demographic makeup of the service area?	
Demographic makeup of eligible children and families, including those who are homeless, in foster care, and with disabilities?	
Number and types of disabilities and related resources?	
Education needs of eligible children and families?	
Health needs of eligible children and families?	
Nutrition needs of eligible children and families?	
Social service needs of eligible children and families?	

What trends do we see in the:	
Schedules of parents with eligible children?	
Other child development programs?	
Community resources?	
Community strengths and needs?	

Community Assessment Trend Impacts

How do the community assessment trends impact our:	
Long-term goals and measurable objectives?	
Program options and locations?	
Program calendar?	
Target recruitment areas?	

How do the community assessment trends impact our:

Enrollment priorities?	
Collaborative relationships and partnerships?	

Community Assessment Recommendations

What recommendations do we have for our:

Recruitment and selection criteria?	
Long-term goals and measurable objectives?	
Organizational development and design?	
Financial objectives?	

What recommendations do we have for our:

Collaborative relationships and partnerships?

Workforce needs and staff development?

Community Assessment Recommendations Impact

How do our recommendations impact our:

Strategic plan?

Ongoing monitoring activities?

Coordinated approaches?

Budget?

Technical assistance and staff professional development plan?

Organizational development plan?

