

**Community Needs Assessment Questionnaire**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Job Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Identifying Community Needs**

* Briefly describe a specific need(s) within the community. Does the need(s) require people, funding, materials, etc.? For the need(s), identify the timeframe of action and is the need one-time or ongoing.

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**Identifying Community Support Projects OUTSIDE the Community**

* What type of community services (projects, programs, resources, etc.) that are related to the above need(s) have you seen or heard about in other communities? Were they successful?

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**Area Organizations**

* What organizations in your field of expertise are currently providing programs/services in the community that your need may connect with through a possible partnership?

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* What role do you see Rotary Clubs having in providing programs and services in the community?

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**Additional Comments (Use back of form or attachment if needed)**

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**Please return completed questionnaire on or before MM/DD/YYYY to:**

Your Name

Rotary Club of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street Address

City, State ZIP



(Date)

Dear (Name),

The Rotary Club of (Club Name) is conducting a survey of community service needs within (Name of Community). Our goal is to clearly identify humanitarian services, which we, as a service club, could possibly assist in providing. We hope you will help us identify opportunities within the community.

By completing the attached questionnaire, you will help us determine needs and areas of concern. Please feel free to comment on any community service needs or projects which you feel would benefit the individuals, families, seniors and children within our community. We also encourage you to forward a copy of this survey to any other person whose comments you believe would be helpful to our survey.

Please return the completed questionnaire on or before MM/DD/YYYY. After we have compiled our data, a representative of our Rotary Club will provide you with a summary of what we learned from the assessment and how we might work together. In the meantime, if you have any questions, feel free to contact me at (phone number and/or email address). I would be happy to hear from you. Thank you for your participation.

Sincerely,

(Signature of Rotarian)

(Typed Name of Rotarian)

(Rotarian Title)

Rotary Club of (Club Name)

(Rotary Club Web Site URL) (Facebook) (Twitter)

(Phone Number)

(Email Address)