

How to Involve Partners

Community Assessment

Moving to the Future: Nutrition and Physical Activity Program Planning assumes that multiple agencies and interested individuals will be involved in the five steps to planning community programs and services. This handout describes how to involve partners in community assessment. Below is a list of ways that other agencies and key stakeholders can contribute to the process of conducting a community assessment.

Define Community

- Participate in the discussion on defining community

Gather and Analyze Information

- Take a lead role in gathering data and information
- Provide agency data as appropriate
- Support the lead worker(s) in gathering data and information
- Serve on a subcommittee if established
- Participate in meetings to review, discuss, and interpret data
- Be an advocate for the work done and the results of the data analysis

Summarize and Report Information

- Draft reports
- Review and comment on draft reports
- Include community assessment results in organization newsletters or other communication venues
- Talk with other colleagues about community assessment results

Note: People work together in a number of ways, in coalitions, partnerships, committees, teams, task forces, and so on. The tools in *Moving to the Future* will help you no matter how your group is structured. To make *Moving to the Future* friendly to people working together in different ways, we use these group terms interchangeably. So, if you are working in a formal committee and *Moving to the Future* uses the word *team*, the information applies to you as well.