



Community Assessments

A community assessment involves church members in a one-day survey of neighborhood community leaders to discover both strengths and needs in the community. Churches can then use this information to develop relationships, discover how to collaborate with existing resources, and provide appropriate church-based community ministries.

Dallas Baptist Association assists its churches with community assessments. The DBA community ministries team will:

- Meet with the church's assessment team as needed to assist with preparation for the assessment.
- Orient and debrief the interview teams on the day of the assessment.
- Help the team evaluate the information gathered and determine next steps.
- Meet with the team and church leaders as needed after the assessment to implement future ministries and mission projects.

Assessment Purpose:

- To introduce church members to community services and leaders.
- To discover community strengths and needs.
- To build relationships with community agencies and organizations.
- To discover how churches can become involved in ministry.

Planning and Preparation:

A local church assessment team is responsible for planning and implementing the assessment. This group is responsible for the following:

- Determine the agencies/organizations/businesses to be surveyed.
- Select a date for the assessment project.
- Recruit volunteers to conduct the community interviews.
- Make appointments with agencies, organizations, and community leaders 3 – 4 weeks in advance.
 - Schedule ½ of the 30-minute interviews as 10:00 a.m. and the other half at 11:00 a.m.
 - Explain the purpose of the interview to the person with whom the appointment is made.
 - Get the name of the person who will be interviewed.
- One week before the appointment, send a letter or email confirmation to the agency. Include a copy of the questions to be covered during the interview.
- Arrange for a light breakfast and lunch for the volunteers on the day of the assessment.
- Prepare assignment cards for the volunteers. A card should have the following information:
 - Time of appointment
 - Name, address, and phone number of agency

- Person to be interviewed
- Directions to the agency
- Obtain calling cards for the interviewers.
- Have maps available.
- Write thank you notes to persons interviewed within one week of the assessment visit.

Agencies and Organizations that could be included in the assessment:

- Public school counselors
- Senior Citizen centers
- Apartment managers
- City/County Department of Human Services offices
- Head Start programs
- Child Care Center Directors
- Health Clinics
- Food Banks
- Police Officers
- Homeless Shelters
- Small Business Owners
- Funeral Directors
- Fire and Police Departments
- City council members

Suggested Schedule for the Assessment:

8:30 a.m.	-	Light breakfast
8:50 a.m.	-	Volunteer Orientation (Purpose, review interview form, interviewing etiquette)
9:30 a.m.	-	Interview assignments made; teams leave for visits
10:00 a.m.	-	First visit
11:00 a.m.	-	Second visit
12:00 p.m.	-	Teams return to church; complete reports
12:15 – 1:30 p.m.	-	Lunch and de-briefing

Within two weeks, the team should meet again to review their findings and discuss next steps.