**Issue & Systems Mapping (Planning a Needs Assessment)**

This document contains two worksheets to help you think-through economic or consumer issues that you need to address and then create a plan for action. These are brief tools for needs assessment planning and creating logic models to support the work – many more in-depth tools are available via simple internet searches. And please Contact Us if you’d like additional assistance.

1. **Articulating the Problem/Need**

Especially when we’re less familiar with issues – as may be the case with economic or consumer rights challenges – it’s helpful to take a step back as ask, “What would ideally happen when survivors face X issue? What do we currently do (or not do)? And what are specific gaps or challenges in getting from here to there?” This worksheet will help you lay out what you know, identify ways to learn more about an issue, and then identify specific things that you can do, change, or stop doing to meet the need.

1. **Opportunity Mapping (Logic Model)**

Once you’ve fully fleshed out an issue, sometimes solutions or possible changes are easy to identify, sometimes they are harder. Either way, we often don’t stop to make sure the solution or action will actually address the gap we identified. This is why “logic models” are all the rage. They are tools that help us see a process and lay out our logic so that we can not only plan further, and measure our change (ex. For funders), but it’s a double-check on our strategizing. It’s a critical point to make sure nothing is missing, no one is missing, and to think through possible unintended consequences of our plan. Logic models can also be confusing. This is a simplified version to help you connect up your plan with your original goal or desired outcome.

**1) Articulating the Problem/Need**

**The issue of focus is:\***

|  |
| --- |
| i.e. credit/debt barriers to long-term housing, economic relief in family law, addressing rental arears and preventing eviction, accessing alternative forms of financial assistance (non-governmental), reducing disparities in [insert issue] based on race, language, location, etc. |

\*Note: Be specific. You may first need to go through the “should be” chart below, thinking about survivors’ holistic needs, in order to identify an issue of focus.

**Think about the NEED or WHAT SHOULD BE:**

|  |  |
| --- | --- |
| What do survivors say ***they need*** to address Issue X? |  |
| What information do you have to support this? |  |
| Where or from whom did you get this information? |  |
| Would any other information be helpful? |  |
| How could you get the information you need? |  |

**\*To consider:** Don’t worry if any questions are difficult to answer. Instead, ask yourself where can you go for more information? Who should you talk to? What questions do you need to ask? Think outside the box, ask who might be missing from your usual sources for information/data, consider how you might talk directly with survivors and advocates in ethical and equitable ways. See the Partnership Building Worksheet or talk with a TA provider for more assistance.

**Describe STANDARDS OF SURVIVOR CENTERED PRACTICE:**

|  |  |
| --- | --- |
| What’s the current standard of survivor-centered practice for ISSUE? |  |
| What do you need to know about this? |  |
| How do impacted communities describe what works best? |  |

\*See above consideration.

**Think about the CURRENT RESPONSE:**

|  |  |
| --- | --- |
| What’s the general response to ISSUE by grantees? | **Admin**  **Law Enforcement**  **Victim Services**  **Courts**  **Prosecution**  **Culturally Specific** |
| Do you know who grantees primarily serve regarding ISSUE? (demographic breakdown) |  |
| What do they do well? (how might you find out more about this?) |  |
| What are the biggest challenges (or even harms) that grantees present to survivors? (how might you gather this information) |  |

\*See above consideration.

**Putting It All Together**

1) What stands out to you as the biggest gaps between the need, standards of practice, and current response?

2) What do you need more about to better identify gaps?

3) How do your funding priorities and strategies currently help fill these gaps? Or are there other things you could do?

4) What are your first next steps?

**2) Opportunity Mapping**

**Problem/Need**

summarize gaps and key points about the issue here (from previous page)

**Goal**

what change would you like to see in the problem/need?how can you facilitate that?

**Action Steps**

summarize information you need, people/partners/grantees you need to talk to, and other initial action steps to acheive your goal(s)

Summarize your work in this simple roadmap. Practice identifying goals and action that will address the needs or gaps you identified.