

One-on-One Tool

Name:
Referred by:
Organizer:

Problems:
Assets:
Vision:

Interest: Low/Med/High
Referral:
Next Steps:

SAMPLE

November 12, 2020

Name: Genesis, part of the youth ministry

Referred by: Charlene

Organizer: Stephanie

Problems:

- Really dark at night when people leave the church; it's hard to see people and to see if there are people walking
- Roads are not too great
- Lots of pot holes
- There are always probation officers and police officers going to houses

Assets:

- Having shops accessible
- Everything is within walking distance
- Looks pretty safe
- I saw a woman walking from the market around 9:30 pm and she looked comfortable

Vision:

- Renovating the streets
- Renovating homes
- Big make over

Interest: Low

Referral: Maria E from the Spanish Ministry

Next Steps: Reach out to Maria E



Environmental Scan Form

IPS Toolkit: Data & Research



Date: _____ **Day of Week:** _____ **Start Time:** _____ am/pm **End Time:** _____ am/pm

Describe boundaries (where scan was conducted):

Name(s) of person(s) completing this form:

Please complete one Environmental Scan Form for each business/establishment you observe and indicate/check (✓) whether you observed any of the following conditions/items. Add description/notes that might be helpful.

Name of Business Observed: _____

Street Address of Business Observed: _____

If no address, describe location: _____

Condition/Item Observed	✓	Description/Notes
Blacked out windows or doors		
Blight (excessive signage, building needs painting or other improvements, inoperable vehicles, etc.)		
Broken windows		
Condoms/wrappers		
Drinking in public		
Drug dealing/use		
Drug paraphernalia		
Empty beer, wine, or liquor bottles		
Empty bullet shells, weapons		
Excessive or unattractive signage		
Graffiti		

IPS's Toolkit consists of a suite of tools to assist advocates, community groups, prevention practitioners, and policymakers in achieving community transformation. IPS's tools are for practical application in the field, supporting all functions necessary for creating community-level change: Research and Data, Media Advocacy, Community Organizing, Policy & Systems Change, and Sustainability.

Inadequate lighting		
Inadequate parking		
Loitering		
No loitering or trespassing signs present on property		
Overflowing garbage cans		
Panhandling		
Pay phone outside		
Real estate or for rent sign (document name and number on sign)		
Security cameras on property		
Trash/litter		
Used clothing bins		
Vacant building		
Vacant lot		
Visually appealing business		
Vomit or human waste		
Weeds or patches of dirt		

Observations at businesses that sell alcohol	✓	Description/Notes
More than 33% of windows covered with signs		
Selling airplane bottles of alcohol		
Selling alcohol that is appealing to youth (i.e. candy flavored vodka)		
Selling large single cans of beer		

Additional Comments:

SITE CHARACTERISTICS

CHARACTERISTIC
GEOGRAPHY – PHYSICAL BARRIERS
G1. Volume traffic on streets boarding the neighborhood
G2. Speeding vehicles on local streets
G3. Temperate climate that motivates people to be outside
G4. Condition of public streets
G5. Street lighting for people to be/feel safe outside
G6. Traffic law enforcement to deal with dangerous driving
G7. Gated communities in the area
POPULATION - DEMOGRAPHICS
P1. Population density – how many people live in the neighborhood
P2. Multi-generational families in the area
P3. High level of younger families
P4. More rental units than owned residences
P5. Multi-ethnic population (Latino, Korean, White)
P6.. Homeless population close by the neighborhood
P7. Level of recent immigrants
P8. Residential units with multiple families sharing the space
P9. Number of retired people and veterans in the neighborhood
P11. Number of local people unemployed
P12. Several public schools in/near the neighborhood
LOCAL CULTURE
LC1. Neighborhood has become more “community-minded” recently
LC2. Ethnic mix with high levels of Korean and Spanish as first-languages
LC3. High level of people moving in and out of the area

LC4. Homeless services, homelessness issues
TRANSPORTATION
T1. Public transportation access, schedule, connections
T2. Ability of residents to meet their needs using local stores/resources
LEAD AGENCY
LA1. Relatively new organization
LA2. Connection to other local community groups/resources
LA3. Experience with community-building/empowerment
LOCAL POLITICS
LP1. Traditionally a conservative community with conservative leaders
LP2. Local attitudes about immigration
LP3. Latino voting participation
LP4. NIMBY (not in my back yard) issues with homelessness
LP5. Relations with local law enforcement
LP6. Relations with local fire department
PUBLIC SERVICES
PS1. Availability of City services for neighborhood residents
PS2. Services from Police Department
PS3. Services from City Parks and Recreation (including meeting rooms)
PS4. Services from City Fire Department
PS5. Public information about City services
PS6. Relationships with local schools
BUSINESS COMMUNITY
BC1. Community Advisory Board's relationship to neighborhood
BC2. Support of local businesses for community events
LOCAL FEELINGS
LC1. Local gangs and residents' fear of gangs

LC2. Level of hope for the future among residents
LC3. Sense of community among residents
LC4. Awareness of CBI effort among residents
LC5. Willingness of residents to participate in community/CBI efforts
LC6. Recognized group of neighborhood leaders

Audience Tool

TOPIC	QUESTIONS OF INTEREST	Residents	Partner Orgs.	City/ County	Schools/ District	Law Enforcement	Water District
Health	What is the responsiveness of Code Enforcement?						
Crime	How do people feel about crime?						
Crime	How many calls do the police get per year?						
Health	Is the water safe to drink?						
Demographics	How many people live in the community?						
Demographics	What are the racial demographics of the community?						
Economics	What are the sources of income?						
Economics	How much money do residents make?						
Economics	What is the debt to income ratio?						
Economics	How many people go down the hill to work?						
Economics	How many people are homeless?						
Economics	How many homeowners live in the community?						
Health	How many people have substance abuse problems?						
Health	How many people have mental illness?						
Health	What are the average ACE scores?						
Crime	Do people feel safe in their neighborhoods?						
Crime	How does the community feel about law enforcement?						
Demographics	What languages are spoken?						

Demographics	How many people are registered to vote?						
Health	How many people are dealing with food insecurity?						
Health	How many people have health insurance?						
Education	What is the High School graduation rate? Why?						
Lifestyle	How many people are married?						
Perceptions	Are there broken windows/ graffiti?						
Crime	How many violent crimes/ types?						
Education	Literacy levels?						
Education	Opportunities to learn?						
Infrastructure	Public transportation system?						
Infrastructure	Access to high speed internet and technology to support it?						
Crime	What are police response times?						
Health	What are fire response times?						
Health	What are medical response times?						
Infrastructure	How is the street lighting?						
Infrastructure	What condition are the sidewalks in?						
Infrastructure	What condition are the streets in?						
Leadership	How long does it take to get building permits and business licenses?						
Crime	Is the local government corrupt?						
Crime	Are there gangs?						
Crime	Is there prostitution?						
Life style	Are there activities for kids?						
Demographics	Demographics by age?						
Crime	How much theft?						
Health	Access to healthy food?						

Health	Access to unhealthy food?						
Health	Pest control problems?						
Health	Access to healthcare?						
Health	Why is the life expectancy so low?						
Leadership	What are the strengths of the community?						
Infrastructure	What natural resources are unique to the community?						
Leadership	Is the city taking advantage of opportunities offered by state and federal government?						
Economics	How many homeowners do not live in the community?						
Leadership	How fast does the city respond to grievances?						
Economics	How many vacant buildings?						
Economics	How many vacant homes?						

SUMMARY OF PROBLEM ANALYSIS: DATA SUMMARY SHEET

Selected Problem(s) _____

Community _____

1. For the selected problem above, fill in all the Contributing Factors and related Local Conditions from your bubble diagram and add the data source that validated the Local Conditions (you may use additional pages if needed).

Contributing Factor	Related Local Conditions	Data that validate Local Condition

EXAMPLE

SUMMARY OF PROBLEM ANALYSIS: DATA SUMMARY SHEET

Selected Problem *Ex: Adult diabetes*

Definition of community *La Brea Public Housing units*

1. For the selected problem above, fill in all the Contributing Factors and related Local Conditions from your bubble diagram and add the data source that validated the Local Conditions.

Contributing Factor	Related Local Conditions	Data that validate local condition
Lack of exercise	<i>People feel unsafe walking in neighborhood</i>	<i>Focus groups from hospital community needs assessment</i>
	<i>There are no exercise classes that are free and in Spanish</i>	<i>Listing of local exercise options (conducted by CBI staff)</i>
	<i>Adults often are working long hours</i>	<i>City economic development information</i>
Poor eating habits	<i>Closest restaurants are all fast food</i>	<i>Mapping of restaurants (done by residents) within 1 mile</i>
	<i>Traditional Latino eating habits</i>	<i>Focus groups from hospital community needs assessment</i>
		<i>Population data: 80% of residents use Spanish as first language at home</i>
	<i>Cost of fresh food too high for low income families</i>	<i>Food stamp data: 50% of residents are on food stamps</i>

Midwest Academy Strategy Chart

After choosing your issue, fill in this chart as a guide to developing strategy. Be specific. List all the possibilities.

Goals	Organizational Considerations	Constituents, Allies, and Opponents	Targets	Tactics
<p>1. List the long-term objectives of your campaign.</p> <p>2. State the intermediate goals for this issue campaign. What constitutes victory?</p> <p><i>How will the campaign</i></p> <ul style="list-style-type: none"> • Win concrete improvement in people's lives? • Give people a sense of their own power? • Alter the relations of power? <p>3. What short-term or partial victories can you win as steps toward your long-term goal?</p>	<p>1. List the resources that your organization brings to the campaign. Include money, number of staff, facilities, reputation, canvass, etc.</p> <p>What is the budget, including in-kind contributions, for this campaign?</p> <p>2. List the specific ways in which you want your organization to be strengthened by this campaign. Fill in numbers for each:</p> <ul style="list-style-type: none"> • Expand leadership group • Increase experience of existing leadership • Build membership base • Expand into new constituencies • Raise more money <p>3. List internal problems that have to be considered if the campaign is to succeed.</p>	<p>1. Who cares about this issue enough to join in or help the organization?</p> <ul style="list-style-type: none"> • Whose problem is it? • What do they gain if they win? • What risks are they taking? • What power do they have over the target? • Into what groups are they organized? <p>2. Who are your opponents?</p> <ul style="list-style-type: none"> • What will your victory cost them? • What will they do/spend to oppose you? • How strong are they? • How are they organized? 	<p>1. Primary Targets</p> <p>A target is always a person. It is never an institution or elected body.</p> <ul style="list-style-type: none"> • Who has the power to give you what you want? • What power do you have over them? <p>2. Secondary Targets</p> <ul style="list-style-type: none"> • Who has power over the people with the power to give you what you want? • What power do you have over them? 	<p>For each target, list the tactics that each constituent group can best use to make its power felt.</p> <p>Tactics must be</p> <ul style="list-style-type: none"> • In context. • Flexible and creative. • Directed at a specific target. • Make sense to the membership. • Be backed up by a specific form of power. <p>Tactics include</p> <ul style="list-style-type: none"> • Media events • Actions for information and demands • Public hearings • Strikes • Voter registration and voter education • Lawsuits • Accountability sessions • Elections • Negotiations