Key Stakeholder Interview Template
IPS Toolkit: Assessment

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Part I: Assessment of the Issue
1. How would you describe [issue] situation in [community]?
2. Please describe the severity of the issue.
3. Who is impacted by [issue]?
4. How has the issue changed over time?
5. What are the consequences?
6. When do the consequences occur (i.e., during what specific days of the week or times)?
7. What are the factors that drive the problem?

Part II: Steps to Address the Issue
1. What has the community done, if anything, to address [issue] in [community]?
2. What do you think should be done to address [issue] in [community]?
3. How well have these efforts worked?

Part III: Readiness to Address the Issue
1. What is your assessment of the level of readiness within [community] to address [issue]?
2. What is the level of interest in the issue?
3. What is the level of willingness to address the issue?
4. What factors might undermine or complicate this work?

Part IV: Resources to Address the Issue
1. What resources exist in the community to help address [issue]?
2. What is available in the community that can further benefit or support this effort? (e.g. community organizations, policies, protective factors)
3. What other individuals do you think we should talk to in order to obtain more information about [issue] in [community}?

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.