

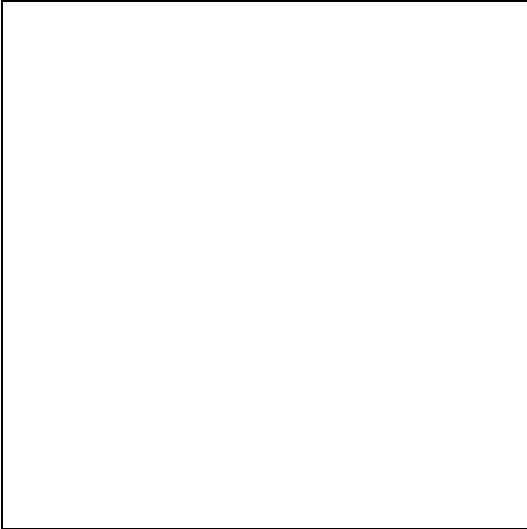
Program Development Training

Participant Manual

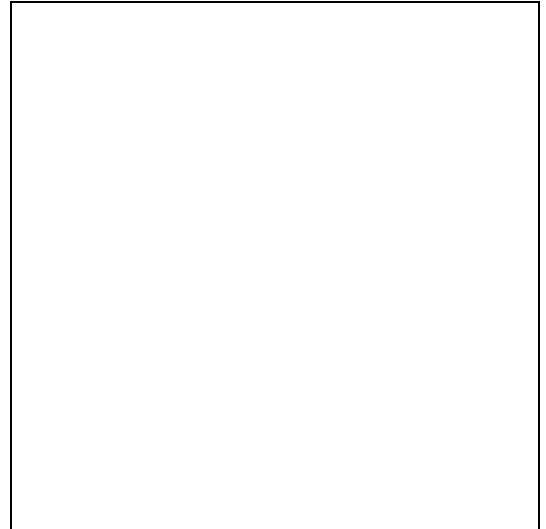
PEST Analysis

Instructions: Provide 2 factors on each of these four areas (political, socio-cultural, economical, and technological) that are relevant for the development of your program.

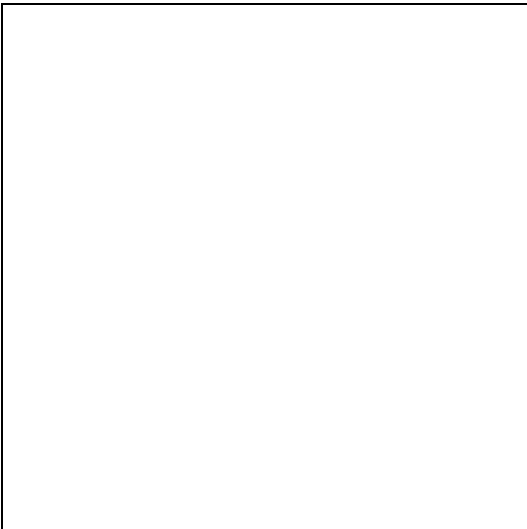
Political

A large, empty rectangular box with a thin black border, intended for writing two political factors relevant to the program's development.

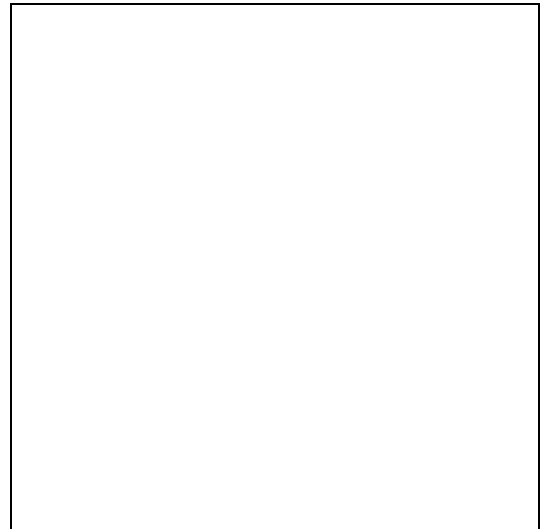
Socio-Cultural

A large, empty rectangular box with a thin black border, intended for writing two socio-cultural factors relevant to the program's development.

Economical

A large, empty rectangular box with a thin black border, intended for writing two economical factors relevant to the program's development.

Technological

A large, empty rectangular box with a thin black border, intended for writing two technological factors relevant to the program's development.

Final thoughts

	How important is This to you ...				How satisfied are you with				
15. Availability of youth employment Opportunities	1	2	3	4	1	2	3	4	5
16. Opportunities to participate in religious Activities at local church	1	2	3	4	1	2	3	4	5
17. Access to affordable housing	1	2	3	4	1	2	3	4	5
18. Access to quality housing	1	2	3	4	1	2	3	4	5
19. Access to information about city And county resources	1	2	3	4	1	2	3	4	5
20. Availability of agencies providing Services to adults	1	2	3	4	1	2	3	4	5
21.. Availability of agencies providing Services to youth	1	2	3	4	1	2	3	4	5
24. Please tell me if there is any service that you may need that was not mentioned in this survey and why									
25. Any other comments									

Thank you for your participation

Source: Center for Urban Research and Learning and the Department of Psychology Loyola University of Chicago. (2002). A Community Need Assessment Guide.

Stakeholders Involvement

Instructions: Please read the following instructions to complete the stakeholders' involvement criteria sheet.

A. Stakeholder: Write down the name of the agency or the sector that you have identified as a stakeholder

B. Attitude: it refers to the potential reactions of stakeholder to the issue in hand. For example, if the issue is domestic violence, rate the stakeholder's attitude by using the following scale:
5= Highly supportive; 4= supportive, 3= neutral, 2= unsupportive, 1=very unsupportive

C. Power: it refers to the quantity of financial (funding support) and political (ability to create grants for the issue in hand, create campaigns, awareness, etc) resources and the ability to mobilize them. Here you will use the following scale to determine the financial and political:

5=very strong, 4=strong, 3=average, 2=weak, 1 very weak

D. Influence: Here you will add both financial and political ratings

E. Total: Multiply attitude by influence

F. The need of involvement:

- If the total is less than 20, it is recommending it to disregard the stakeholder,
- If it is more than 20 the stakeholder should be included.

G. The extent of involvement:

- If the score is between 20 and 30 points, the stakeholders group will be informed about the decisions made by your organization
- If the score is between 30 and 40 points, the stakeholders group will be consulted for opinions
- If the score is above 40 points, the stakeholders group should be involved in the decision making

Source: Abrado, M., & Hassan, M. (ND). Stakeholder Analysis (modified by Maritza Concha)

