

Selecting Facts to Collect About Your Community

This worksheet was created by The Denver Foundation's Inclusiveness Project (www.nonprofitinclusiveness.org) to support organizations doing inclusiveness work.

Users are encouraged to customize the worksheet to meet the needs of their respective organizations.

There are many types of information that you may want to collect about your community.

Instructions

Select the areas that are most relevant to your inclusiveness initiative and about which areas you will have the time, funds, and resources to collect information.

- For each area, mark an "X" on the following charts to indicate whether the area is a high priority or a low priority for your inclusiveness assessment process. You need not begin gathering the information at this point. Focus instead on the priority level.
- Use the "other" lines to add other priority areas for collecting data.

Demographic Information

Community Information	High Priority	Low Priority
1. Racial/ethnic breakdown		
2. Income levels		
3. Percentage of immigrant and U.S.-born individuals		
4. Historical information on demographic changes		
5. Projected demographic changes		
Other		

Other		
Other		

Language Capacity

Community Information	High Priority	Low Priority
1. Non-English speaking		
2. English only		
3. Bilingual/multilingual		
4. First languages of non-English speakers and bilingual speakers		
Other		
Other		
Other		

Comparable Local Organizations

Community Information	High Priority	Low Priority
1. Nonprofit or government agencies that also serve our population group		
2. Organizations that are predominantly run by and serve mostly people of color and that provide similar services to what we provide		

Other		
Other		
Other		

Other Relevant Community Information

Community Information	High Priority	Low Priority
Other		
Other		
Other		

Name of Organization _____

Date Worksheet Completed _____