**COMMUNITY PROGRAM DESIGN WORKSHEET**

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| **THE PROBLEM? (WHO, WHY)** | **POTENTIAL PARTNERS?** | **OPEN ENDED QUESTIONS**  **RESOURCES NEEDED:** *(e.g., space, phone line, protected time)* |

**ACTION STEPS:**

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| **THE PROBLEM? (WHO, WHY)**   * Target population? * How many people in that population? * What are the goals of this program? * How will this program benefit this community? | **POTENTIAL PARTNERS?**   * Who should be involved in the design of this program? * What does participation look like for these partners? * How will this activity support community partner capacity? * Who will be the contact person for the community partners throughout this partnership? | **OPEN ENDED QUESTIONS**   * What kinds of open-ended questions would you use to engage community partners? * What kinds of questions would you ask to gauge assessment of the situation and how to address it? |
| **EXAMPLE** | | |
| * Obese, Latinx youth in the community * n = ~700-1000 * To reduce childhood obesity in Latinx communities in San Francisco through education, healthy eating, and physical activity * By increasing knowledge and awareness of healthy habits to combat obesity | * Tiendas, youth programs, sports programs * Could vary from providing education, increasing presence/awareness of programs, encouraging youth participation in activities * Healthier community, increase patronage * Program manager will serve as the consistent liaison for any questions or support needed | * What do you think about the data? * What factors are contributing to this issue? * What has been done? * What are the consequences of this not being addressed? * What existing resources are there? |

**RESOURCES NEEDED:** *(e.g., space, phone line, protected time)*

**ACTION STEPS:**