

1.1 Assessing the Effects

Instructions

- **What:** In your Community Action Groups, discuss and assess the ways the crises like the COVID-19 pandemic affected your community. Will there be long-term effects on your community? If so, what? What opportunities have been created? Do a self-assessment (conduct a community survey if you like) of how your community reacted to the crisis. How did local governments, community and economic development agencies (including Chambers of Commerce) and other civic organizations participate?
 - **Why:** To assess the impact on your community (both short and long-term) of the crises like the COVID-19 pandemic, how the community at large reacted to the pandemic, and identify lessons learned on how to address community problems.
 - **Who:** Participants can include
 - **Community Meetings:** Open town hall meetings (one or more depending on the size of the community) that include elected officials, business and community leaders, and interested citizens.
 - **Survey:** Business and community leaders, citizens
 - **When:** Schedule conveniently for the participants
 - **Duration:** 60-90 minutes
 - **Where:** In-person or online
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Impact Assessment Action Scope:

The following are recommended orders-of-operation to plan, host and report on your community input.

1. Community Action Group Meetings:

- Determine location/online
- Set date & invite community
- Draft agenda (see separate sample agenda)
- Prep your facilitator and notetaker. This should include context about the community if this is an outside facilitator and background about the attendees.
- Host events
- Compile and share results

2. Surveys:

- Build email lists & distribution channels. This can include community partners who already have lists who would be willing to share the survey.
- Create & test survey (see separate sample surveys)
- Distribute & send reminders
- Compile and share results