

Sample questionnaire for interviews with a community agency

Name of agency/group _____

Name of contact _____

Phone # _____

Have everyone introduce themselves and explain the purpose of your visit to the agency representatives.

1. Please describe the services you offer.

What needs are you trying to meet?

What is the greatest need in your client group that remains unmet because of a lack of resources in your organization?

What are other important needs beyond the mandate of your organization remain unmet for your client group?

2. Do you work in partnership with other organizations? If yes, who?

3. In what ways do you use volunteers in your programs?

Are there any limitations on volunteer involvement in your program?

Do you offer training/support to volunteers working in this sector?

4. Do you have need for meeting space to conduct any of your programs?

5. Who else do you think we should talk with in the community?

Sample questionnaire for interviews with community leaders

Name of person and institution: _____

Address / Phone #: _____

1. How long have you lived in (been involved with) this community?
2. What do you appreciate about this community or neighbourhood? What are its greatest assets?
3. What do you feel are some of the major concerns facing the community?
4. What's your dream for this community?
5. How could the church assist in responding to that concern?
6. What advice can you give me and our church as we try to become more a part of this community?
7. Can you recommend the names of other community leaders who would be helpful for me to talk to?

Sample questionnaire for interviews with other churches

1. Name of church _____
Name of contact _____
Address / Phone # _____
2. Have everyone introduce themselves and explain the purpose of your visit.
3. How long have you lived in the area?
How long have you served in this area? In this church?
4. What do you appreciate about this community?
5. What do you feel are some of the major concerns facing the community?
6. Please describe the community ministry services your church offers?
What needs are they trying to meet?
What are some community needs that in your opinion remain unmet because of a lack of resources or other factors?
7. What is your vision for this community? The church's vision?
7. Is there anything that your church would appreciate a partner to accomplish?
9. Can you recommend other churches or other people/ organizations in the community who would be helpful for us to talk to?
10. Additional comments

It is helpful to visit the church building in order to see the facilities, look over the bulletin boards, and establish a "picture" of the church.

Sample questionnaire for interviews with local businesses

Name of person and institution: _____

Address / Phone #: _____

1. How long have you lived in (been involved with) this community?
2. What do you appreciate about this community or neighbourhood? What are its greatest assets?
3. What do you feel are some of the major concerns facing the community?
4. What's your dream for this community?
5. How could the church assist in responding to that concern?
6. What advice can you give me and our church as we try to become more a part of this community?
7. Can you recommend the names of other business owners and community leaders who would be helpful for me to talk to?

Sample questionnaire for interviews with individuals
(see also the Calgary sample available on the website)

Hello, my name is _____ and I am with *Church*. We are conducting a survey of residents to help us learn more about this community.

1. How long have you lived in this neighbourhood?

2. What are some of the things you like about this neighbourhood? (i.e., its assets and strengths)

3. If you were given the opportunity to make a difference, what is one thing you would change about the neighbourhood?

4. What do you think this neighbourhood needs to do to bring about these changes?