



**NATIONAL CENTER**  
 on Domestic and Sexual Violence  
*training • consulting • advocacy*

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## Checklist for Reaching Underserved Communities

### Assessing Your Community

Service Area: \_\_\_\_\_  
 (Complete worksheet for each county served)

Population: \_\_\_\_\_ County: \_\_\_\_\_ Major City: \_\_\_\_\_ Major City: \_\_\_\_\_

Age	Female	Male
Over 65	%	%
50-64	%	%
35-49	%	%
20-34	%	%
13-19	%	%
Under 12	%	%

Gender/Sex	
Female	%
Male	%
Transgender	%

Household Income	
Less than \$4,999	%
\$5,000-\$9,999	%
\$10,000-\$24,999	%
\$25,000-\$49,000	%
\$50,000-\$99,000	%
\$100,000+	%

Ethnicity	
African American	%
Anglo	%
Asian/Pacific Islander	%
Hispanic/Latin American	%
Native American	%
Other	%

Sexual Orientation	
Lesbian/Gay	%
Heterosexual	%
Bisexual	%

Religion	
Buddhism	%
Christian	%
Non-denominational	%
Muslim	%
Jewish	%
Other	%

Education Level	
Some elem/middle school	%
Finished 8 <sup>th</sup> grade	%
Some high school	%
High school or GED	%
Some College	%
College Degree	%

**ADDITIONAL INFORMATION THAT IMPACTS THE DELIVERY OF SERVICES:**

Demographics			
Physical Challenges		Mental Challenges	
Hearing	%	Mental Illness	%
Mobility	%	Substance abuse	%
Visual	%	Other	%
Other	%		
Literacy Level		Literate	Functionally Illiterate
		%	%

County Crime Statistics / Law Enforcement Reports (#)

\_\_\_\_\_ Assault (Domestic Violence)  
 \_\_\_\_\_ Aggravated Assaults  
 \_\_\_\_\_ Sexual Assault / Rape  
 \_\_\_\_\_ Stalking

\_\_\_\_\_ Incest  
 \_\_\_\_\_ Child Abuse  
 \_\_\_\_\_ Homicide  
 \_\_\_\_\_ Elder Abuse

## ✔ Assessing Your Program

(This data should be a compilation of all the services your program provides in the service area.)

✔ Population served (#): \_\_\_\_\_ Women  
 \_\_\_\_\_ Men  
 \_\_\_\_\_ Children

Gender	Women	Children
Female	%	%
Male	%	%
Transgender	%	%

Ethnicity	Women	Children
African American	%	%
Anglo	%	%
Asian/Pacific Islander	%	%
Hispanic/Latin American	%	%
Native American	%	%
Other	%	%

Household Income	
Less than \$4,999	%
\$5,000-\$9,999	%
\$10,000-\$24,999	%
\$25,000-\$49,000	%
\$50,000-\$99,000	%
\$100,000+	%

Age of Women Served	
Over 65	%
50-64	%
35-49	%
20-34	%
13-19	%
Under 12	%

Age of Children Served	
Newborn	%
6months-2 years	%
2 <sup>+</sup> - 5 years	%
6-10 years	%
11-12 years	%
13-18 years	%

Sexual Orientation	
Lesbian/Gay	%
Heterosexual	%
Bisexual	%

**ADDITIONAL INFORMATION THAT IMPACTS THE DELIVERY OF SERVICES:**

Religion	
Buddhism	%
Christian	%
Non-denominational	%
Muslim	%
Jewish	%
Other	%

Demographics			
Physical Challenges		Mental Challenges	
Hearing	%	Mental Illness	%
Mobility	%	Substance abuse	%
Visual	%	Other	%
Other	%		
Literacy Level		Literate %	Functionally Illiterate %

Education Level	
Some elem/middle school	%
Finished 8 <sup>th</sup> grade	%
Some high school	%
High school or GED	%
Some College	%
College Degree	%

**Community vs. Program Comparison**

- Conduct a side-by-side comparison of the statistics of your community and the service levels of your program. Ideally, your service levels will *approximately* reflect the statistics of your community.
- 1. Where are the strengths?
- 2. Where are the gaps?
- 3. What are the priority areas for outreach activities?

### Identify Partners for Collaboration

- Based on Step #3, identify groups, agencies, and other organizations with which your program can collaborate to reach the priority communities. Some of these groups may include: law enforcement, criminal justice system, corporations, schools/universities, churches, media, health groups, immigration organizations, social services, employers, welfare agencies, workforce/training agencies, etc.
- Based on Step #3, identify non-traditional groups, agencies, and other organizations with which your program can collaborate to reach the priority communities. Some of these groups may include: court stenographers, beauticians, pest control organizations, neighborhood centers, civic clubs, etc.

Community: \_\_\_\_\_

Potential Partners: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Community: \_\_\_\_\_

Potential Partners: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Community: \_\_\_\_\_

Potential Partners: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Community: \_\_\_\_\_

Potential Partners: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### Recruit Partners for Collaboration

- Based on the recognized priority communities, contact the potential partners.
- Explain your program's desire to ensure the delivery of services to battered women in the community they are from, and may already provide assistance for within the community.
- Explain the initial assessment and the gaps that have been identified in your services.
- Explain that you need their help and support for assessing the services actually being provided and improving your outreach efforts and services as needed.

- ☑ Invite them to a meeting to brainstorm and assess the needs to develop strategies for augmenting their or your services.
- ☑ Ask their recommendations for others who may be able to help with such a task.

Repeat this until you have enough community representatives to participate in the meeting who will provide a good cross-section of views and experiences.

### ☑ **Planning and Brainstorming Collaboration Meeting**

- ☑ At least one formerly battered woman from each priority community needs to participate in these meetings.
- ☑ There should be separate meetings for each priority community.
- ☑ Solicit information from your state coalition and follow up with any local models available in your state.
- ☑ Some of the participants will just come to participate in the first meeting, others will come and want to participate over a longer term. There needs to be room for a variety of levels of participation.
- ☑ The purpose of the meeting is to bring people together to learn what each other is doing, to more clearly understand the unmet needs and to identify ways we can help better reach victims of domestic violence in this particular community.
- ☑ Participants and the groups/agencies they represent may have to ascertain their own level of service better to ensure needed information is on the table. Share the results of your assessment with them before the meeting and encourage a similar analysis of their own.
- ☑ Outcomes will vary and may include the recognition that service provision by others in the community is meeting much of the need or the disturbing realization that battered women in the identified community are not receiving services from anyone.
- ☑ Ask for a commitment to work through the developments of an agreed plan. Allow for intense collaboration, reasonable coordination or effective cooperation in both the development and implementation of the plan.
- ☑ Encourage cross training as a basis for discussion and further collaborative work. We all have much to learn from one another. At a minimum, share your mission statement, a description of your current services and explain the philosophy of this movement.