Community Data Worksheet

During the community assessment, you will be gathering data from numerous sources. This worksheet is intended to help you organize all the information you gather from surveys, interviews, Internet searches, and media analysis in one place. Although it's not a requirement to complete every blank, it's best to fill out as much as you can, as the information on this sheet can later help inform who the key stakeholders are, how to best approach a community, and how messages should be developed and communicated later in the process. This document is not meant to profile a community; rather it is intended as a "cheat sheet" for important data and information that is needed to inform communication activities. Following the charts below is a list of resources that can help you gather some of the data for the charts.

Demographic Information

Data Point or Question	Answer	Potential Data Source
Estimated population of town or affected area		U.S. Census data
Persons under 5 years, percent		U.S. Census data; Brief Community Survey
Persons under 18 years, percent		U.S. Census data; Brief Community Survey
Persons 65 years, percent		U.S, Census data; Brief Community Survey
Language other than English spoken at home, percent		U.S. Census data
High school graduate or higher (percent of persons age 25+)		U.S. Census data; Brief Community Survey
White (non-Hispanic), percent		U.S. Census data
Black or African American, percent		U.S. Census data
Hispanic or Latino, percent		U.S. Census data
Other races/ethnicities		U.S. Census data; Internet search
Median household income (in affected area)		U.S. Census data
Persons below poverty level (percent)		U.S. Census data

Agency for Toxic Substances and Disease Registry
U.S. Department of Health and Human Services

ATSDR

Last updated February 2015

Land

Data Point or Question	Answer	Potential Data Source
Estimated area of impacted area (square miles)		State or local government Web site
What is the impacted area's population density?	Low Medium High	State or local government Web site
What typed of community is impacted?	Rural Suburban Urban	State or local government Web site

Businesses

Data Point or Question	Answer	Potential Data Source
Is there a main employer in the town/area that's affected? If so, who is it?		CBO or community member interviews
Was there a business in the area involved in the contamination?	Yes No	CBO or community member interviews
Is there an employer affected by the contamination?	Yes No	CBO or community member interviews

Past History With ATSDR

Data Point or Question	Answer	Potential Data Source
Has ATSDR been notified by the community or has it been in this community before?	Yes No	ATSDR records
If "Yes" what was it for and what was the outcome of ATSDR's involvement?		Past site assessment report
Was the community satisfied with ATSDR's or community leaders' involvement in the *last* site assessment?	Yes No If No, comment why:	CBO interviews, ATSDR records
What is the perceived level of concern about the *current* situation at hand?		Community Concern Assessment Tool, Brief Community Survey
What is the perceived level of trust towards ATSDR about the *current* situation at hand?		Community Concern Assessment Tool, Brief Community Survey

Contaminants

Data Point or Question	Answer	Potential Data Source
What is the known contaminant(s) for the situation at hand?		ATSDR
Is the contamination widespread (throughout a town or city) or concentrated in a specific neighborhood?	Widespread Concentrated in specific neighborhood	ATSDR
Is the contaminant spreading or at risk of spreading (e.g., through waterways, ground water)	Yes No	ATSDR

Information Sources

Data Point or Question	Answer	Potential Data Source
Top 10 community organizations and institutions used by community members for information		Stakeholder/Partner Outreach Tool
Main media sources of information for community (e.g., local newspaper, local TV station, Internet, email list, community blogs, etc.)		Brief Community Survey
Roles/positions of key stakeholders in this community (e.g., mayor, police chief, county commissioner, school principal, church deacon, etc.)		CBO Interviews
Key information channels in this community (e.g., churches, schools, library, community centers, shopping malls, barber/beauty shops, civic or service organizations, clubs)		Brief Community Survey
Potential distribution/dissemination channels for ATSDR communications		Brief Community Survey
Estimated percentage of households with Internet access at home		

Resources

United States Census Bureau—Federal database of United States population data
http://www.census.gov/#

U.S. Census QuickFacts—Database within the United States Census Bureau Web site that allows users to pull up the latest census data on State, county, and city/town levels
http://quickfacts.census.gov/qfd/#

Farms—U.S. Census table on number and acreage of farms by State from 1990 to 2010
http://www.census.gov/compendia/statab/2012/tables/12s0825.pdf

Computer and Internet Use in the United States: 2013—Report developed by the U.S. Census Bureau through its 2013 American Community Survey
http://www.census.gov/content/dam/Census/library/publications/2014/acs/acs-28.pdf

Nearly 8 in 10 Americans Have Access to High-Speed Internet (November 13, 2014)—
http://www.census.gov/newsroom/press-releases/2014/cb14-202.html