

# **BRIDGES**

## **NEEDS ASSESSMENT**

**Country template**

**Designed by Sociolab**

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## WHY A NEEDS ASSESSMENT?

As you know, BRIDGES requires that in each partner country, with the exception of Austria, 1 needs assessment to be carried out by project partners, to analyse and better understand the local context, the existing initiatives and organizations and the local population, the needs, the pilot areas and the target groups.

This template, which was tested and revised with AICS and COPSE, should support you in reflecting on some of the issues that are relevant to the project and in doing it with local actors and partners.

The needs assessment is not designed as a mere project requirement, but as an **opportunity for you to reflect on where, why and what you are going to do with this project.**

It is therefore not meant to be published, but it is a **working and living document** that should be of help to you before starting to work in the field and to the partnership to harmonize interventions and measure impact.

**The needs assessment is first and foremost an activity that should be useful to you.** Take this opportunity to reflect and exchange!

## HOW TO CONDUCT IT IN A USEFUL WAY?

Fill this template to conduct an actionable and useful needs assessment for your local actions. Only 1 needs assessment is required per local context. It should be the joint work of the partners active on the ground. In order for it to be a useful exercise, we encourage you to be:

- **Brief:** not more than 20 pages in total. there is no word count because it is up to you and we don't want to force you to oversimplify complex issues, but in this kind of exercise, less can truly be more!
- **Focused:** identify the essence, truly what matters, prefer the drafting of some ad hoc bullet points to that of long paragraphs that you don't really subscribe to;
- **Participatory:** don't worry about providing the most updated information on third country national population breakdowns and percentages, what is interesting is that you answer these questions through meetings, interviews and exchanges with partners, local authorities, representatives of grassroots organizations, NGOs and CSOs working in the field, native and migrant citizens, etc.

**Local actors are the people you will work with and that will help you make this project happen. They are the ones with whom your initial assessment should be conducted.**

To collect the needed information, please carry out at least 4 meetings/interviews with relevant stakeholders: local authorities, civil society groups working on integration and community services on the ground, representatives of third country nationals communities, representatives of grassroots organizations, native and migrant citizens, etc. Please document meetings and interviews with photos and minutes, they are useful traces of your work and to communicate about the project!

To decide who to interview, discuss the results of the meetings and share insights and crucial elements, please ensure to meet at least twice among key and experienced project staff and community organizers and with members of the other partner organization (if present).



## SUMMARY

1. CONTEXT OF THE ACTION AND NEEDS ANALYSIS
2. MAPPING GOOD PRACTICES AT THE LOCAL LEVEL
3. ASSESSING THE PILOT AREA
4. IDENTIFYING KEY LOCAL ACTORS
5. EXPLORING THE PILOT AREAS
6. CREATE A STAKEHOLDER DATABASE
7. QUESTIONS AND DOUBTS
8. DEADLINE FOR SUBMISSION OF THE FIRST DRAFT



## 1. CONTEXT OF THE ACTION AND NEEDS ANALYSIS

**WHO are third country nationals?** The European Union states that: “Third country nationals are nationals of a country that is not a member of the European Union as well as a country or territory whose citizens do not enjoy the European Union right to free movement, as defined in Art. 2 of the EU Regulation on borders - Regulation (EU) 2016/399 Schengen Borders Code.” With regards to this definition, who are the third country nationals that are more relevant/present in your local context? Which challenges do you see in their inclusion/integration? Which opportunities?

Third country nationals

**HOW does your country welcomes third country nationals?** Please describe briefly the national and municipal context, with regards to 1) laws and regulations regarding social and political rights of third country nationals; 2) the participation of third country nationals in the local life (school, church, communities). Be simple and synthetic!

**WHY** do you think relevant and important at this time to develop a participatory project like BRIDGES, that seeks to support inclusive communities by fostering the social inclusion of third country nationals through sport, cultural and voluntary activities for old and new residents?



## 2. MAPPING GOOD PRACTICES AT THE LOCAL LEVEL

Past projects or successful activities are a source of inspiration and learning: they can help you identify success factors of an innovative approach, derive lessons learned and develop stronger projects through the inclusion of specific successful components. Please reflect with your team and partners and identify at least **2 activities/projects for social inclusion of migrants through sport, cultural and volunteering activities that are carried out by you or other partners in your municipal context and that you find particularly effective**. Please focus on those activities and practices that have a participatory approach, directly involving local residents (third country nationals and others) in organizing and planning the activities and that used sports, cultural activities and community services as a source of social inclusion and dialogue. Please indicate:

**Name of practice:**

**Year of implementation (and if it is still ongoing):**

**Objectives:**

**Participants involved (target groups):**

**Short description of activities:**

**Describe the participatory component (how the participants were involved in planning and organizing the activity):**

**What are the SUCCESS FACTORS that you identify in this activity/project? What makes it an effective inclusion and integration initiative?**

**What do you think is MOST IMPORTANT to replicate or transfer from this activity to BRIDGES?**



## BEST PRACTICE PHOTOS

Please insert at least 1 photo for each illustrated practice. Choose a photo that captures the essence of the project/activity/work.



### 3. ASSESSING THE PILOT AREA

Once you have identified one or more possible pilot areas, measure them in the *Bridges Thermometer*. A set of questions regarding the relevance of possible interventions in the chosen areas, their potential impact, their sustainability and your motivation to act in that particular context.

Answer the questions and position the answers in the intensity scale: from high to low.

**Hypothetical location 01:** \_\_\_\_\_

#### RELEVANCE

1) Are there third country nationals? Who? Where? 2) Is there a poor levels of social cohesion? Where? Why? 3) What local third country national group do you think it would be more effective and important to work with? Why? Please detail.

HIGH

MEDIUM HIGH

MEDIUM LOW

LOW

#### IMPACT

What impact do you believe that local activities such as those developed through BRIDGES could have: 1) on the pilot area (neighborhood/ community) 2) On the city/town 3) On the European dimension?

HIGH

MEDIUM HIGH

MEDIUM LOW

LOW

#### SUSTAINABILITY

1) Do you have networks or formal/informal partnerships in place? Which ones? Please list them here. 2) Are there NGOs/CSOs/other organizations to partner with? Please list them here. 3) Do you have human resources/expertise/cultural mediation knowledge to work in this particular area and with this target group in particular? Please detail.



HIGH MEDIUM HIGH MEDIUM LOW LOW **MOTIVATION**

- 1) Does working here with this specific group truly interest you? Does it resonate with you? Why?  
 2) Does it fits with your organization's overall strategy? How?

HIGH MEDIUM HIGH MEDIUM LOW LOW 

Hypothetical location 02: \_\_\_\_\_

**RELEVANCE**

- 1) Are there third country nationals? Who? Where? 2) Is there a poor levels of social cohesion? Where? Why? 3) What local third country national group do you think it would be more effective and important to work with? Why? Please detail.

HIGH MEDIUM HIGH MEDIUM LOW LOW **IMPACT**

What impact do you believe that local activities such as those developed through BRIDGES could have: 1) on the pilot area (neighborhood/ community) 2) On the city/town 3) On the European dimension?





HIGH MEDIUM HIGH MEDIUM LOW LOW **SUSTAINABILITY**

1) Do you have networks or formal/informal partnerships in place? Which ones? Please list them here. 2) Are there NGOs/CSOs/other organizations to partner with? Please list them here. 3) Do you have human resources/expertise/cultural mediation knowledge that can allow you to work in this particular area, with this target group in particular? Please detail.

HIGH MEDIUM HIGH MEDIUM LOW LOW **MOTIVATION**

1) Does working here with this specific group truly interest you? Does it resonate with you? Why?  
2) Does it fits with your organization's overall strategy? How?

HIGH MEDIUM HIGH MEDIUM LOW LOW 

#### 4. IDENTIFYING KEY LOCAL ACTORS

**WHO is working on the issue of integration and community engagement?** Please list with bullet points and describe briefly.

**WHERE are they working?** Please list and describe briefly.

**WHAT are they doing on the ground?** Please list and describe briefly.

**WHY are they doing what they are doing?** Please list and describe briefly.

**WHICH gaps and needs exist that you believe could be met with our project?** Please list and describe briefly.



## 5. MAPPING THE PILOT AREAS

Once you have identified the pilot areas you wish to work in, please visit them together with locals (both third country nationals and country nationals) and observe the public spaces and social venues and the ways in which people meet and gather.

**Which are the main public spaces (parks, squares, gardens, pedestrian areas, etc)?** How are they used by third country nationals and local residents? How could be spaces to use in the framework of the project activities?

**Which are the main social venues and gathering spots for third country nationals and for local residents (churchs, cafès, cultural centers, civic centers, the park benches, etc)?** How are they used by third country nationals and local residents? How could be spaces to use in the framework of the project activities? Please indicate if the area is completely deprived of social venues and gathering spots.

Have you identified indoors and outdoors places where you would like to conduct meetings and events? Please describe:

## SITE VISIT PHOTOS

Please insert at least 3 photos of your visit per pilot area, in which you try to capture the ways in which locals (country nationals and third country nationals alike) use/live the spaces/venues you have mapped.





## 6. STAKEHOLDERS DATABASE

Please compile a stakeholder database with at least 50 relevant contact persons that you believe could be involved in the process and could support you in the pilot areas. To identify them, please ask the key actors you meet with, to give you names and contacts of relevant people and get in touch with them to do the same thing (this activity is called snowball sampling).

Please do not focus only on organizations, but also on individuals with passions and interests: for example an old lady who is good at knitting and teaching how to knit could be a true asset in some cases; a young chef that is willing to cook with other participants, an artist working on graffiti and urban art, etc. Be creative, think how many hidden talents people have and can contribute! Please fill the below table in a google sheet or excel file for better useability of the information.

BRIDGES STAKEHOLDER DATABASE							
NAME	ORGANIZATION	EXPERTISE/ INTEREST What does she do/ is passionate about? (Please ask directly!)	TYPE OF LOCAL ACTION TO INVOLVE IN Please choose the most relevant between: 1) sport practices, training and championships; 2. cultural and educational events; 3. voluntary activities for the implementation of community services.	POSSIBLE TYPES OF SUPPORT What kind of support she/he could provide? (Please ask!)	EMAIL	TEL	ADDRESS

## 7. QUESTIONS AND DOUBTS

Please do not hesitate to contact Margherita at anytime: [margherita.mugnai@sociolab.it](mailto:margherita.mugnai@sociolab.it)

