

Needs assessment results

Organisation or group

Date

Number of answers

Tally how many people ticked each box. Percent agree = (number of 4s + number of 5s) divided by the total, times 100.

STATEMENT	1	2	3	4	5	TOTAL	% AGREE
1. I can get the information I need when I need it.							
2. I have the skills to do what I am trying to do.							
3. Support is available at times and places that suit me.							
4. Cost does not stop me getting the help I need.							
5. I know where to turn when a problem comes up.							
6. The help on offer fits my situation.							

How urgent is your most pressing need

IT CAN WAIT	WITHIN A YEAR	WITHIN A MONTH	THIS WEEK

Strengths

The two statements with the highest percent agree.

Biggest unmet needs

The two statements with the lowest percent agree.

What the open answers say

Sort the comments into three or four themes.

You said, we will

The needs people ranked highest, and what you will offer first.
