Priority Needs Filter

The data you’ve collected and your Resource Assessment will inform this process. You start by brainstorming a list of important behaviors and risk and protective factors that call for change, and then you filter the list.

* 1. Make as many copies of this tool as you and your workgroup need to complete the task.
	2. Select a method:
		1. Distribute copies to the members and have them fill it out on their own. Collect the filled-in copies and have someone collate the answers to each item. The workgroup could then meet to discuss the results and decide on what the key priorities should be.
		2. Bring the workgroup together for a meeting to discuss and develop the priorities.
	3. In the space to the right of the Process, list the most important behaviors that need to change according to your data analysis.
	4. Add the risk and protective factors (determinants) that need to be changed.
	5. Examine the resulting list, and eliminate (scratch out) any behaviors or determinants that are already being addressed in other programming.
	6. Of the remaining behaviors and determinants, eliminate those for which your organization lacks the resources to address.
	7. Now, eliminate any others that you can’t change or whose changes you can’t measure. The list that remains is probably getting shorter.
	8. Here’s your chance to get rid of any behaviors and determinants that your organization simply chooses not to address at this time. Scratch those out.
	9. Highlight or underline the remaining behaviors and determinants. These are your priority needs.
	10. Describe the sort of actions or approach that your organization could take and produce the maximum impact.
	11. Finally, identify the primary beneficiaries of the foregoing approach. These are your prospective participants.

Priority Needs Filter

|  |  |
| --- | --- |
| Process | Needs: Important Behaviors and Determinants to Change |
| 1. List behaviors that need to change.
 |  |
| 1. List risk and protective factors (determinants) that need to change.
 |
| 1. Cross out any behaviors or determinants currently being addressed elsewhere.
 |
| 1. Cross out any behaviors or determinants that we lack the resources (time and budget) to confront.
 |
| 1. Cross out any priorities that we cannot change or whose change we cannot measure.
 |
| 1. Cross out any behaviors and determinants that we choose not to address at this time.
 |
| 1. Highlight the remaining behaviors and determinants.

These are our priority needs. |
|  |  |
| 1. What general approach could we take for maximum impact?
 |  |
| 1. Who will benefit from that approach?
 |  |