Keeping Track of What You Learn

As you learn about the assets in your community from various sources, keep track of what you find! This will make it easier to update the information in the future. You can use this worksheet to record what you learn.

|  |  |  |  |
| --- | --- | --- | --- |
| **TYPE OF INFORMATION** | **SOURCE** | **LAST UPDATED** | **NOTES** |
| *Needs assessment report* | *Library* | *08/2015* | *Data needs updating. Includes interviews with teen patrons.* |
| *???* | *Local nonprofit* | *???* | *May have conducted a similar exercise last year; we should contact them for more information* |
|  |  |  |  |
|  |  |  |  |