

CRP Project Worksheet

Thank you for your interest in working with Community Research Partners. This worksheet can be helpful for you and for CRP in thinking through a project. You can send it to us ahead of time or bring it with you when we meet to discuss your project. If you have questions or need assistance in completing the worksheet contact:

Karissa Hanson-Morris, (614) 224-5917 ext. 126, khanson-morris@communityresearchpartners.org

See Page 3 for a list of the services that CRP can provide.

Date:		Organization Name:	
Address:			
City:		State:	Zip:
Website:		Fax:	
CEO:			
Phone:		E-mail:	
Contact person for this project:			
Title:		Phone:	E-mail:

Please answer any of the following questions that you are able to at this time.

1. Organization and Project Description

Describe the organization(s) or group seeking CRP services:

Describe the project or service that you wish to discuss with CRP, including any specific geographic or population focus (see page 3, CRP Services and Programs):

Why do you want to undertake this project? (e.g. meet funder requirement, improve services to clients)

Strengthening Ohio communities through data, information, and knowledge.

Who are the key individuals or groups that need to be involved (e.g. staff, board, funders, clients), **and what roles will they play in completing the project** (e.g. advisory, input, approval)?

Are there specific product(s) that you expect as an outcome of this project? (e.g. report, presentation, map, database, website)

Who will use the product(s) and how will they be used?

Describe any work already been done on this project (e.g. data collection, literature review).

2. Timeline and Resources

Start Date: _____ **Is this date flexible?** yes no

Completion Date: _____ **Is this date flexible?** yes no

Budget range: \$ _____ **Is this amount flexible?** yes no

What is the status of project funding?

What is the consultant/contractor selection process? Does this project need to be competitively bid?

3. Additional Information

Please provide any other information that you think would be helpful to CRP in understanding your project. Feel free to provide additional background information/documents.

How did you learn about CRP?

**Thank you for completing this form. Please send this form to us via fax, mail or e-mail to:
Community Research Partners, 300 E. Broad St., Ste 490, Columbus, Ohio 43215
Fax: (614) 224-8132**

khanson-morris@communityresearchpartners.org

- For examples of CRP's work, visit the *projects and publications* page on the CRP website, where you can read project descriptions and download reports, presentations, or other publications.
- To view the CRP brochure visit the *about us* page on the CRP website.

CRP Services and Programs

- Social, demographic, economic, and property data collection and analysis
- Focus groups, surveys, interviews, and case studies
- Literature review and best practices research
- Research and evaluation plans, tools, and methods
- Process and outcome evaluation studies
- Review of program records, policies, and procedures
- Database development
- GIS mapping
- Analysis of clients records and large population data sets
- Web-based tools
- Reports and presentations tailored to a range of audiences
- Participation in dialogues on community data, research, and evaluation topics
- Facilitation of planning processes and program design
- Training and technical assistance