## T4 – ROMACT Community Assessment template

Please use this table to assess the needs of the Roma community.

| **What are the main issues?** | **Who and how many are affected by the issues? (baseline indicators)** | **What are the causes of the main issues?** | **What are the needs/demands of the Roma community?** | **What are the barriers to meet these needs/demands?** | **What are the proposed solutions?** | **Who is responsible?** |
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| **EDUCATION** | | | | | | |
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| **HEALTH** | | | | | | |
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| **HOUSING & INFRASTRUCTURE** | | | | | | |
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| **EMPLOYMENT** | | | | | | |
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| **EQUALITY, INCLUSION, PARTICIPATION** | | | | | | |
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## T4a – ROMACT Community priorities list Template

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| --- | --- |
| **EDUCATION** | |
| **Priority Objectives** | **Priority Measure/Activity** |
| 1. | 1.1. |
| 1.2. |
| 1.3. |
| 1.4. |
| 2. | 2.1. |
| 2.2. |
| 2.3. |
| 3. | 3.1. |
| 3.2. |
| 3.3. |
|  |  |
| **HEALTH** | |
| **Priority Objectives** | **Priority Measure/Activity** |
| 1. | 1.1. |
| 1.2. |
| 1.3. |
| 2. | 2.1. |
| 2.2. |
| 2.3. |
| 2.4. |
| 2.5. |
|  |  |
| **HOUSING & INFRASTRUCTURE** | |
| **Priority Objectives** | **Priority Measure/Activity** |
| 1. | 1.1. |
| 1.2. |
| 1.3. |
| 1.4. |
| 2. | 2.1. |
| 2.2. |
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| **EMPLOYMENT** | |
| **Priority Objectives** | **Priority Measure/Activity** |
| 1. | 1.1. |
| 1.2. |
| 2. | 2.1. |
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| **EQUALITY, INCLUSION, PARTICIPATION** | |
| **Priority Objectives** | **Priority Measure/Activity** |
| 1. | 1.1. |
| 1.2. |
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| 2. | 2.1. |
| 2.2. |
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| 3. | 3.1. |
| 3.2. |
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## T4b- Guidelines to the Facilitators on Community Needs Assessment and Community Priority List elaboration

**1. Organizing and conducting a Community survey**

Start by organizing and conducting a Community survey (see below).

In addition to involving a wider range of the community, the community survey provides empirical quantitative data on the situation, problems, needs and potentials of a community, for which specific data are usually lacking.

In order for the community survey to be conducted properly, Community Action Group (CAG) members need to be trained on the methodology of the survey and how to register the respondents’ answers.

Data collected thanks to the community survey will then be summarised and included in the **Community assessment** (annex T4).

**2. Organizing and conducting community meetings for focus discussions, analysis and assessment of Community problems and needs**

T4 is a tool for analysing and assessing community problems and needs. To complete it, organize and hold more than one meeting with the CAG and different community groups (women, youth, leaders), using the semi-structured questionnaire we have prepared for the different areas - education, healthcare, housing, employment, rights, participation, etc.

The detailed and careful registration of the information from the focus discussions in T4 is the basis for the preparation of the community priority objectives and measures and for the development of the Joint Action Plan (JAP). It is especially important to enter basic indicators for the identified issues.

Use all the information you have gathered to identify baseline indicators: from the community survey, from the focus discussions and any relevant existing documents.

**3. Community priority list**

Based on the community major issues and needs, the facilitator helps the CAG to define the community **priority goals and measures** to be addressed through the JAP and municipal development plan.

The definition of the priority goals and measures of the community is held during one or two meetings with the CAG after the completion of the **Community assessment**. Pay special attention to the information in "What are the main issues", from which you can define the main objectives (longer-term positive changes) and "What are the proposed solutions", from which you can define specific measures and activities for execution.

**4. Submitting the List of Community Priorities to the mayor**

The facilitator supports CAG to draft an official letter to be submitted to the municipal mayor together with the **Community assessment** (annex T4) and the **List of Community Priorities** (annex T4a) and if available, the Analysis of the situation (used for the Local Development Strategy (LDS)).

In the letter, the CAG should suggest that these are their proposals to be used for the elaboration of the LDS as well as for the JAP.

**Community survey**

**Research objectives**

The study has two specific objectives:

1. To support the collection of comprehensive data about the state of the Roma neighborhoods for the purpose of identifying the problems that the communities have, their subsequent analysis and the elaboration of priority measures to be given as recommendations to the Local authorities;

2) Preparation of an inclusive study to empower the Roma community through the delegation of power and responsibilities for collecting and recording the empirical data from Roma interviewers.

**Methodology**

The study is empirical and is conducted through the door-to-door method of data collection by including all housing buildings and households that belong to a given Roma neighbourhood.

One family member per household is interviewed.

The survey is a compound of open and closed questions.

The interviewers are Roma people, members of the Community Action Group.

The municipal experts provide the interviewers with the necessary knowledge and skills related to the methodology of the survey and are available for coaching and advice if needed.

The time allocated for the conduction of the activity: ’’Evaluation of the community needs” is described in ROMACT handbook.

**Survey/Questionnaire**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1. How many people does your household consist of?** | | | | | | | | |  |
| 1.1. Number of adults: | | | | From 18 – 29 years | | | | |  |
| From 30 – 50 years | | | | |  |
| From 51 ­­– 65 years | | | | |  |
| Above 65 years | | | | |  |
| 1.2. Number of children | | | | From 0 - 2 years | | | | |  |
| From 3 - 4 years | | | | |  |
| From 5 - 6 years | | | | |  |
| From 7 - 14 years | | | | |  |
| From 15 -18 years | | | | |  |
| 2. Do the children between 0 – 18 live together with both of their parents? | | | | | | | | |  |
| 3. How many of the children visit regularly: | | | | Kindergarten | | | | |  |
| Preschool classes | | | | |  |
| Primary school | | | | |  |
| Secondary school (high school) | | | | |  |
| 4. How many of the children do not go to: | | | | School | | | | |  |
| Kindergarten | | | | |  |
| 4.1. They do not go regularly, because: | | | | The child often get sick | | | | |  |
| The registration fee is too high | | | | |  |
| The child cries, does not want to go; does not like it | | | | |  |
| I want to take care of my child at home | | | | |  |
| There is nobody who can take the child to school/kindergarten and/or to pick it up from there | | | | |  |
| The child is abused by the other children | | | | |  |
| The child does not speak [Bulgarian/Romanian/etc] well enough/does not understand the lectures | | | | |  |
| The child does not find it interesting | | | | |  |
| The teachers do not pay enough attention to the child | | | | |  |
| The child does not have shoes or clothes | | | | |  |
| The child cannot wake up on time | | | | |  |
| The kindergarten/school is far away and there is no available public transport | | | | |  |
| I do not know how to register the child to school | | | | |  |
| I do not know where to do the mandatory/required vaccines in order to sign up the child at kindergarten/school | | | | |  |
| I cannot afford to buy the school furniture | | | | |  |
| Other | | | | |  |
| 4.2. Where do the children do their homework? | | | | | | After school classroom | | |  |
| At home | | |  |
| 4.3. Is there an adult within the family who can help the child with its homework/studies? | | | | | | | | |  |
| 5. How many family members currently study in an institution for higher education? | | | | | | | | |  |
| 6. How many of the family members completed: | | | | Higher education | | | | |  |
| Secondary education | | | | |  |
| Primary education | | | | |  |
| Junior high school (5-7 grade) | | | | |  |
| Less than 1 – 4 grade | | | | |  |
| Have not visited school at all | | | | |  |
| 7. How many family members do not pay their health contributions tax? | | | | | | | | |  |
| 8. How many people of the household do not have a General Practitioner (GP)? | | | | | | | | |  |
| 8.1. Out of all household members: | | | | Adults (18+) | | | | |  |
| Children (0-18) | | | | |  |
| 9. How many members of the household have a chronic disease? | | | | | | | | |  |
| 9.1. Out of all members from the household: | | | | Adults (18+) | | | | |  |
| Children (0-18) | | | | |  |
| 9.2. How many members of the household who have a chronic disease officially established (BG: ТEMC -Territorial Expert Medical Commission/ RO: territorial agencies for payment and social inspection/etc) | | | | | | | | |  |
| 10. What is the type of housing that you live in? | | | | Apartment | | | | |  |
| House, good condition building | | | | |  |
| House, derelict building | | | | |  |
| Shack/Hut | | | | |  |
| 10.1. Who is the owner of the housing? | | | | It is mine | | | | |  |
|  | | | | It belongs to relatives | | | | |  |
| It is rented | | | | |  |
| It is a municipal dwelling | | | | |  |
| Illegal building | | | | |  |
| I do not know | | | | |  |
| 10.2. In case it is an illegal building, what is the status of the land on which it is built on? | | | | Municipal / State Agricultural land | | | | |  |
| Private agricultural land | | | | |  |
| Municipal/ State forest fund | | | | |  |
| Private forest fund | | | | |  |
| Proper ownership | | | | |  |
| I do not know | | | | |  |
| 10.3. How many square meters is your house? | | | | | | | | |  |
| 10.4. How many rooms do you have? | | | | | | | | |  |
| 10.5. Do you have electricity inside the house? | | | | | | | | |  |
| 10.6. Do you have a bathroom with hot water? | | | | | | | | |  |
| 10.7. In case you do now have a bathroom – how do you ensure the availability of hot water? | We have an internal sink and an installed boiler | | | | | | | |  |
| We have an internal sink and hot water on the stove | | | | | | | |  |
| We have an external sink and boil water on the stove | | | | | | | |  |
| I bring water from a distant place and warm it on the stove | | | | | | | |  |
| Other | | | | | | | |  |
| 10.8.The toilet is: | | | | Inside of the household | | | | |  |
| Outside of the household | | | | |  |
| 10.9. The waste water from the house is poured into: | | | | Sewage/Piping | | | | |  |
| Septic tank | | | | |  |
| On the street | | | | |  |
| 10.10. Does your house have a children’s room? | | | | | | | | |  |
| 10.11. In case it does not, the children sleep: | | | On a separate bed in the parents’ room | | | | | |  |
| On a separate bed with another family relative in another room | | | | | |  |
| In the same bed as the parents | | | | | |  |
| With a few relatives in the same bed | | | | | |  |
| On the floor with the rest of the family members | | | | | |  |
| Other | | | | | |  |
| 11. How many family members are permanently employed (employment contract/ self-employed/ owners of a business/other) | | | | | | | | |  |
| 11.1.Out of them: | | | | From 18 – 29 years | | | | |  |
| From 30 – 50 years | | | | |  |
| From 51 - 65 years | | | | |  |
| 11.2.. How many people from the household are temporarily employed? | | | | | | | | |  |
| 12. How many members from the household have not worked more than 1 year? | | | | | | | | |  |
| 12.1. What are the reasons for this? | | They do not have qualifications/education | | | | | | |  |
| They have qualifications/education, but there is no such work in proximity | | | | | | |  |
| They are discriminated against due to their ethnicity | | | | | | |  |
| Other | | | | | | |  |
| 13. How many members of the household receive pension? | | | | | | | | |  |
| 13.1. Out of them: | | | | | Due to age | | | |  |
| Due to disability | | | |  |
| 14. What is the approximate monthly income of the household? | | | | | | | | |  |
| 14.1. What is the share of that income (in national currency or %) | | | | | | | Employment contracts | |  |
| Seasonal employment | |  |
| Unemployment benefit | |  |
| Social benefit | |  |
| Child benefit | |  |
| Pensions | |  |
| Collection of herbs, mushrooms, secondary raw materials | |  |
| Work abroad | |  |
| Private business | |  |
| Rent | |  |
| Interest on deposits | |  |
| Financial support | |  |
| Other | |  |
| 14.2. Is the above-mentioned income sufficient for regular payments of: | | | | | | | Food for the family | |  |
| Shoes/clothes | |  |
| Kindergarten/Education | |  |
| Entertainment/ Culture | |  |
| Electricity, water, heating bills | |  |
| Taxes | |  |
| 15. How do you evaluate the infrastructure within the neighborhood?  **Very bad 🄋 ➀ ➁ ➂ ➃ ➄Very good** | | | | | | | | | |
| 15.1. Are there asphalt and sidewalks ? | | | | | | | | |  |
| 15.2. Is there street lighting? | | | | | | | | |  |
| 15.3. Is regular waste disposal carried out? | | | | | | |  | |  |
| 15.4. Is there an illegal landfill nearby? | | | | | | |  | |  |
| 15.5. Are there landslides? | | | | | | |  | |  |
| 15.6. Are there stray dogs? | | | | | | |  | |  |
| 15.7. In proximity, is there a: | | | | | | | School | |  |
| Kindergarten | |  |
| Health facility/Doctor | |  |
| Community center/Club | |  |
| Sports / Children playground | |  |
| Social Service/Labor Office | |  |
| 15.8. What kind of transport do you use to travel to institutions that offer public and administrative services? | | | | | | | Public transport | |  |
| Private transport | |  |
| Personal transport | |  |
| 16. How do you evaluate the relationship between Roma/Non-Roma?  **Very bad🄋 ➀ ➁ ➂ ➃ ➄ Very good** | | | | | | | | | |
| 16.1. Are there conflicts between Roma/Non-Roma? | | | | | | |  | |  |
| 16.2. Do the children fight at school? | | | | | | | | |  |
| 16.3. Are Roma people allowed in the restaurants/clubs/libraries/etc.? | | | | | | | | |  |
| 17. How do you evaluate the relationship with the local authorities?  **Very bad🄋 ➀ ➁ ➂ ➃ ➄Very good** | | | | | | | | | |
| 17.1. Does the mayor visit the neighborhood on a regular basis and holds general meetings? | | | | | | | | |  |
| 17.2. Do the local authorities invite the Roma to participate in public councils and in other types of citizen consultation structures? | | | | | | | | |  |
| 17.3. Does the municipality organize cultural and sporting events for Roma? | | | | | | | | |  |
| 17.4. Do all the adults in your household have ID cards? | | | | | | | |  | |