

ACTIVITY SHEET 6: RESOURCE ANALYSIS

Resource Analysis in Action is a tool that helps organizations decide whether or not to do a proposed event or project. Many groups commit to an event or project without analyzing if they have resources to carry it out. Sometimes members vote “yes” because the idea is exciting or important. Sometimes it’s because someone pushes hard for the idea and everyone goes along. But if the group does not have enough resources, the result can be member burn out, stress, resentment, sacrifices (academic or personal), and/or an unsuccessful event or project.

Resource Analysis in Action supports informed and collective decisions. Each step can build a common understanding of the purpose and what’s required of the organization and its members. When every member has equal knowledge, every member has equal knowledge, every member feels more empowered to speak and to vote.

Below is a set of steps to establishing informed and collective decisions. There are four discussion points to this process:

DOES THIS IDEA MATCH OUR MISSION?

- What is the goal/purpose of this idea?
- How does the goal/purpose support our mission and current work?
- Do we know if our communities/audience support this idea? (Can we find out?)
- What is the goal/purpose of this idea and does it match our mission:
 - Strongly matched? Somewhat matched? Slightly matched? Not matched?

WHAT IS NEEDED?

- Do we collectively have experience doing this?
- What is the budget?
- How much time is needed? (Are there deadlines coming up?)
- Are there other events or projects that conflict?
- What tasks need to be done? (Make a list of all main tasks).
- How much people power is needed?
 - Coordinators: how much time is needed?
 - Volunteers: how much time is needed?

WHAT DO WE HAVE? DO WE HAVE:

- The experience or can we access it?
- The funds or access to the funds?
- The time?
- The people power?
 - Coordinators: who wants to *and* can?
 - Volunteers: who wants to *and* can?

WHAT IS OUR DECISION?

- When we look at what is needed and what we have, are they:
 - Strongly matched? Somewhat matched? Slightly matched? Not matched?
- Discuss and weigh the information.
- Do an opinion poll before the vote if helpful:
 - Strongly matched? Somewhat matched? Slightly matched? Not matched?
- Final vote, using your organizations decision-making process.

This Activity Sheet was written by staff and student leaders of SOMECA. The concepts and tips have been developed through application and reflection.