**Statement of Need Worksheet**

*Use this worksheet to prepare an effective Statement of Need. Remember to base your need on clearly stated, hard-core statistics to support your argument. Make sure the data is well-documented. Use touching stories of people as examples of the need. Focus your explanation and statistics on the geographic area you can serve.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Who? Where? When?** | **What? Why?** | **Evidence of the Problem** | **So What?** |
| Who are the people with the need?  Where are the people?  When is the need evident? | What is the need?  Why does this need occur? | What evidence do you have to support your claim? | What will be the positive results of meeting the need?  How is the need linked to the organization? |