## Attachment A: Technical Assistance Needs Assessment Sample Questionnaire

**Questions for community leaders, representatives of community groups and others who may be able to help define the community's potential technical assistance needs:**

1. How have you been involved with the community during the Superfund cleanup process?
2. Does your organization have any current, past, or future responsibilities at the site?
3. How would you describe the community's relationship with the EPA and the state (if applicable) during the Superfund cleanup process?
4. Has the community been receiving sufficient technical information from EPA? Has this information been clear and easy-to-understand? If not, describe the areas where you believe the community may need assistance understanding and responding to information about the site.
5. From the community's perspective, what could prevent the Superfund cleanup process from moving forward? What could EPA potentially do to address this situation?
6. What are the issues or areas in which the community may require assistance in order to participate meaningfully in the Superfund decision-making process?
7. What type of assistance do you believe would be most helpful?
8. Are you aware of the types of technical assistance from EPA that may be available to the community? (If so, please tell me what you understand to be available to the community).
9. Has the community previously received technical assistance (e.g., TAG, TASC, TAB, TAP, or TOSC)?
   a. If so, what community group received the assistance on behalf of the community?
   b. What were the benefits and limitations of this assistance?
10. What are the existing organizations in the community that are involved in site issues or which tend to be the "go-to" groups for community members interested in site issues or related concerns?
    a. Are these organizations representative of, or have the ability to reach, all parts of the affected community?
    b. Are these groups effective in listening to the community and providing a voice to all segments of the community?
    c. Do these organizations have a robust membership, have a defined strategic plan, request input from the broader community, or have an effective relationship with the local press?
    d. Are there organizations within the community that have competing interests or are highly divisive?
    e. Are there particular community members or stakeholders affected by the site who may need additional assistance understanding site information and what it may mean to them? Are these stakeholder groups reached by existing organizations that serve the broader community?
11. What other stakeholders would you recommend we speak with in completing this technical assistance needs assessment?
12. Is there any other pertinent information you would like to share with us at this time?