

Use the questions below to help spark your thinking about the community you'd like to engage and document through a participatory archiving event. Think about the community in terms of: race, ethnicity, gender, language, age, religious affiliation, socioeconomic status, education level, sexual orientation, and/or disability. When possible, use published data, like the census, to help inform your answers. Make sure to go beyond your personal connection and community intersections. Consider holding a meeting or speaking to the members of your team individually to get thorough answers to these questions to help draw a rich portrait of the community.

1. Describe the community in broad terms.
2. What are the geographic boundaries of the community?
3. What is the approximate size of the community?
4. What, if any, is the age range within the community?
5. What languages are spoken in the community?
6. Does the community have a structure? If yes, use the back of this sheet to draw a graphic representation of how the community is organized.
7. Are there subgroups within the community? If yes, list them here. How do they intersect? Use the back of this sheet to draw a graphic representation of how these subgroups fit together in the community.
8. Who are the “movers and shakers” or “influencers” within the community?
9. What groups or organizations are a part of or work closely with the community?  
*Example: social service organizations, cultural institutions, religious organizations, schools, unions, etc.*
10. Does the community have a pre-existing social media presence or newsletter?  
*Example: Facebook pages, TikTok channel, hashtags, etc.*