Tool 2: Stakeholder Table

Prior to using this tool, please read Step 1 of this guide.

Stakeholders

Use the following table to identify all stakeholders whose input is needed for any of the steps in Phase 1.

1. List all potentially relevant stakeholders and put an X in the cell to indicate in which step(s) their input is needed.
2. For each stakeholder and step, answer the following questions on a separate page. This is to ensure that everyone on your team has clarity on why each person is identified as a stakeholder, and to ensure that in the event of a transition off this project, you are aware of any potential gaps in your stakeholders:

* What perspective and experience can they add at each step in this process?
* What are the potential negative consequences of completing this step without getting their input? Reflecting on this question will help you identify whose voices are crucial and whose are beneficial but not crucial. If their input is crucial to the success of Phase 1, you cannot proceed without them.

1. If you determine a stakeholder is needed in a later step, consider if they should enter the process at an earlier step for continuity, and to ensure you are collecting the data they need to be able to participate fully.

The table provides a list of stakeholders that are important to consider at every institution. This list serves as a guide that can be modified to meet the varying needs and structures of each campus community.

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*Version 1 August 2022*

Stakeholders

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Individual or group | Name/  contact info | Review data/  Gap Analysis | Collect, Analyze, and Summarize Data | Determine Priorities | Generate Solutions | Select Intervention |
| On Campus |  |  |  |  |  |  |
| Administration/Student Affairs/Dean of Students |  |  |  |  |  |  |
| Athletics |  |  |  |  |  |  |
| Campus Sexual Assault Prevention Services |  |  |  |  |  |  |
| Campus Sexual Assault Survivor Support Services |  |  |  |  |  |  |
| Campus Grounds and Facilities |  |  |  |  |  |  |
| Campus Security and Public Safety |  |  |  |  |  |  |
| Diversity, Equity, and Inclusion (DEI) |  |  |  |  |  |  |
| Greek Life |  |  |  |  |  |  |
| Health and Wellness |  |  |  |  |  |  |
| Faculty |  |  |  |  |  |  |
| Information Technology |  |  |  |  |  |  |
| Residence Life |  |  |  |  |  |  |
| Students |  |  |  |  |  |  |
| *Athletes* |  |  |  |  |  |  |
| *Clubs and Organizations* |  |  |  |  |  |  |
| *Greek Life Members* |  |  |  |  |  |  |
| *Graduate Students* |  |  |  |  |  |  |
| *Student Employees* |  |  |  |  |  |  |
| *Student Government* |  |  |  |  |  |  |
| *Student Leaders* |  |  |  |  |  |  |
| *Student Res Life Staff* |  |  |  |  |  |  |
| Title IX Office |  |  |  |  |  |  |
| Other |  |  |  |  |  |  |
| Off Campus |  |  |  |  |  |  |
| Local Rape Crisis Center |  |  |  |  |  |  |
| Service Providers |  |  |  |  |  |  |
| Other |  |  |  |  |  |  |

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