# TOOL 3: CEA SELF-ASSESSMENT AND PLANNING WORKSHOP

### **Force field analysis worksheet**

#### Stage one: Three-box exercise

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| **ENABLING STRONG CEA →***These are elements or forces that exist now that support the National Society to be accountable to communities in a systematic and reliable way. Factors can be policies, behaviors, structures, processes, and attitudes at the branch or HQ level, or Movement*  | **INSTITUTIONALIZATION** | **← PREVENTING STRONG CEA***By contrast, these are elements or forces that work against the National Society being accountable to communities. The factors may disrupt processes, hinder good practice, or disincentivize systematic approaches to CEA. These features are often most intuitive to identify.*  |
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#### Stage two: Problem solving

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| Causes | Barriers to strong CEA | Effects | Solutions | Who | What resources are needed? |
| *What are the reasons for this barrier? The underlying causes?* | *Top three barriers copied from stage one above* | *What is the impact on the National Society?* | *How could this barrier be overcome? What would be needed? What changes or activities could be implemented?* | *Which positions or teams are needed to overcome the barrier* | *Be specific – funding for what, which staff positions where?* |
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