



# NEEDS ASSESSMENT

**Now that you have a retreat planning wish list  
- answer the following questions to solidify the planning process:**

1. Will you need overnight accommodations or will this be a "day only" retreat?
2. How far are you willing to travel?
3. Do you need kitchen access or will the site cook meals for you?
4. Can you bring in your own food/snacks/beverages?
5. Are there indoor facilities (showers, bathrooms, etc.)
6. What other amenities are provided by the site: campfire pit, ropes course, training facilitators, indoor and outdoor recreation (canoes, swimming, winter sports, hiking, billiards, fireplace, etc.)?
7. Will the site be able to accommodate meeting needs (flip charts, video/audio needs, large indoor meeting room, computer access, etc.

**Hint: Don't overlook the power of group members cooking meals.**