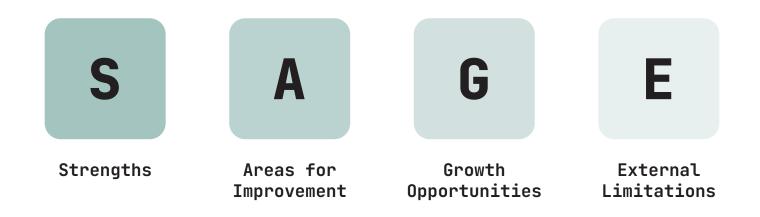# SAGE Analysis Tool:
Ministry Gap Assessment for Cross-Cultural Impact

Purpose:

This worksheet helps you identify key strengths, areas for improvement, growth opportunities, and external limitations in your ministry, allowing you to more effectively leverage virtual volunteers through Switchboard.

How the SAGE Analysis Tool Works:

Similar to other evaluation models, the SAGE Analysis Tool guides a ministry worker through assessing areas of opportunity and identifying gaps where additional support could be beneficial. Then it helps prioritize areas of greatest impact by matching Strengths with Growth Opportunies and Areas for Improvement with External Limitations.

S	A	G	E
Strengths	**Areas for Improvement**	**Growth Opportunities**	**External Limitations**

Instructions:

Begin with prayer, asking God for wisdom and discernment as you reflect on your ministry. Invite Him to reveal areas where He may be calling you to grow or seek support.

Take time to reflect on each section below. Be honest and specific: This will guide you in identifying where virtual support can make the biggest impact.

As you complete each section, consider how the insights you gain can translate into specific tasks or roles that could be delegated to virtual volunteers through Switchboard.

S

Strengths

What are the unique strengths of your ministry?

Identify strengths that can be leveraged to support virtual volunteers or enhance existing processes. Consider areas where you can build on current momentum.

What skills, resources, or people do you already have in place?

What areas of your ministry are thriving?

What makes your ministry effective and impactful?

Examples:
- *A deep understanding of the local culture and communication*
- *Experience in teaching or mentoring that makes it easier to train locals*
- *A clear and compelling way of sharing the ministry's vision*
- *A supportive home church or sending organization that actively engages*

A   Areas for Improvement

What areas could use improvement or additional support?

Pinpoint specific tasks that could be off-loaded to virtual volunteers. Think about routine or technical tasks that are limiting your ministry's effectiveness.

What tasks are overwhelming or consistently delayed?

What skills or resources do you lack?

Are there gaps in communication, administration, or outreach?

Examples:
- *Difficulty keeping up with communication in multiple languages*
- *Struggles with managing administrative tasks*
- *Inconsistent communication with supporters*
- *Lack of time for creative outreach*

G Growth Opportunities

Where could your ministry grow or expand with additional help?

Look for projects you've dreamed of starting but haven't had the capacity to pursue. Virtual volunteers can help you take these ideas from vision to reality.

Are there new projects or outreach efforts you'd like to pursue?

How could virtual volunteers help you reach new audiences?

Are there tools or technologies you'd like to implement?

Examples:
- *Launching a social media presence to extend outreach*
- *Translating materials into other languages for wider reach*
- *Increasing donor engagement*
- *Expanding discipleship efforts by offering structured training materials*

E External Limitations
What external challenges or risks could impact your ministry?

Consider how virtual volunteers could help mitigate these risks or provide solutions. For example, a volunteer might help improve digital security or provide backup support during high-stress periods.

What cultural, political, or security challenges do you face?

Are you at risk of burnout or resource depletion?

Do you face technology or infrastructure limitations?

Examples:
- *Need for structured training materials but no time to create them*
- *Lack of translation support for local ministry materials*
- *Difficulty organizing volunteer schedules for ministry activities*
- *Unreliable internet service for website management*

Prioritizing Your Needs

Now that you've analyzed your ministry, take a step back and look for key intersections between your responses. Identifying where factors overlap can help you determine which needs to focus on first.
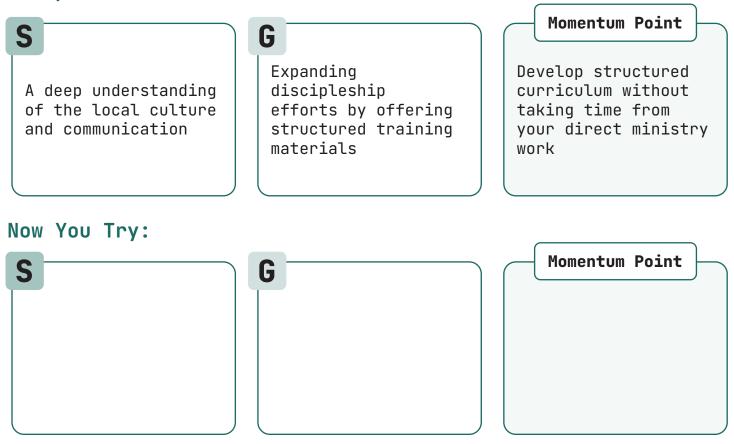
Momentum Points: Strengths and Growth Opportunities Align

These areas represent momentum—places where you already have resources or expertise that could be leveraged for future expansion. Prioritizing needs in this category can lead to quick wins and sustainable growth.

$$S \times G \rightarrow \boxed{\text{Momentum Points}}$$

Ask yourself: What existing strengths can I use to take advantage of upcoming opportunities?

Example:

S

A deep understanding of the local culture and communication

G

Expanding discipleship efforts by offering structured training materials

Momentum Point

Develop structured curriculum without taking time from your direct ministry work

Now You Try:

S

G

Momentum Point

Critical Gaps: Areas for Improvement and External Limitations Intersect

These represent critical challenges—places where internal struggles are compounded by external factors. Needs in this category often require immediate attention or outside help to prevent stagnation.
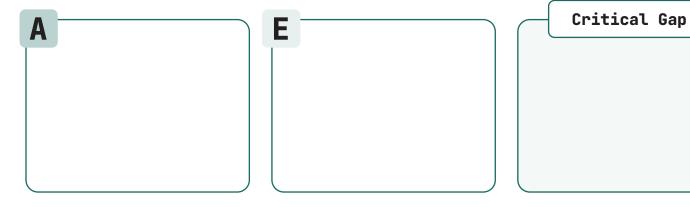
A ✕ **E** → **Critical Gap**

Ask yourself: Where do I need to grow or obtain addition support to overcome barriers limiting my ministry's effectiveness?

Example:

A
Difficulty keeping up with communication in multiple languages

E
Limited access to reliable translation support for local ministry materials

Critical Gap
A bilingual volunteer to help translate key resources, making discipleship more effective
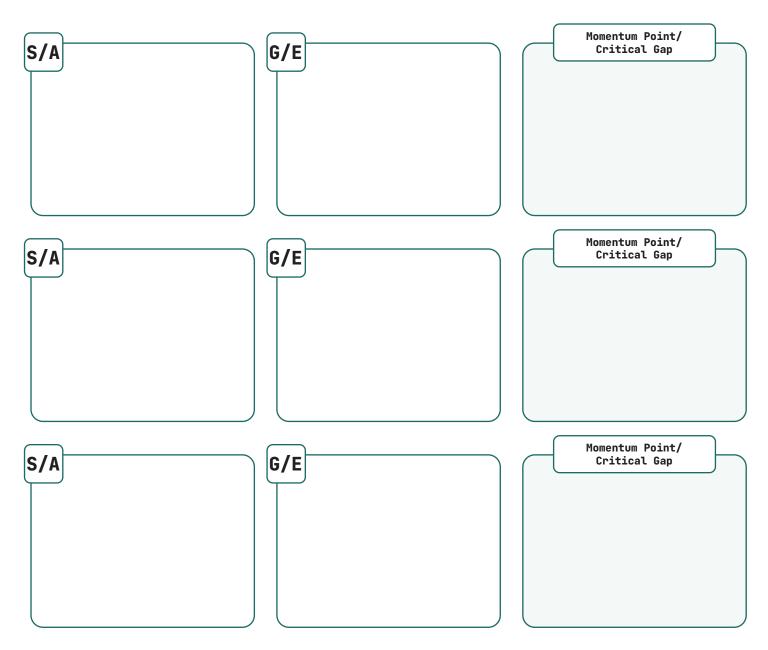
Now You Try:

A

E

Critical Gap

Take a few minutes to look for a few more of these intersections among the answers to the questions above. You can use the space on the next page to chart them.

S/A		G/E		Momentum Point/ Critical Gap
S/A		G/E		Momentum Point/ Critical Gap
S/A		G/E		Momentum Point/ Critical Gap

Action Step: Rank Your Top Three Needs

After identifying intersections, list the three most important needs to focus on. These will guide your next steps as you move toward solutions and support in the **Request Builder**.