

INCLUSIVE DATA PRACTICES

ACTION PLAN



PHASE	ITEM	SCAN		ACTION			
		CURRENT RATING	PRIORITY LEVEL	WHAT?	HOW?	WHO?	WHEN?
ALIGN 	Explore why you are collecting the data: what do you <i>need to know</i> versus what is <i>nice to have</i>	<i>Rating for your current organizational practice: 1=not at all, 2=somewhat, 3=completely</i>	<i>Level of priority for your organization: 1=not now/not crucial, 2=would be helpful, 3=vital focus for our organization</i>	<i>What actions need to occur to make this item successful</i>	<i>What methods might you employ to make this item successful</i>	<i>Who can take this item forward</i>	<i>What is the ideal timing for this item</i>
	Participants/Priority Populations review and validate or challenge how your program is currently designed						
	Participants/Priority Populations co-design new programs with you, defining what and how services will be delivered						
CAPTURE 	Participants/Priority Populations inform the program or organization's evaluation plan: what information to collect, from whom, how, when, and why						
	Participants/Priority Populations co-design or review and provide input on data collection tools such as surveys and intake forms						
	Participants/Priority Populations are trained in and support the data collection process						
TRANSFORM 	Participants/Priority Populations collaborate with staff in making sense of trends and themes in the data						
	Participants/Priority Populations support making programmatic decisions based on the data						
	Participants/Priority Populations engage in communicating data findings with stakeholders						

Priority Populations will include those individuals or groups most aligned with issues/problem your work is addressing. This may include community members, program participants, staff or funding partners.