



2022

DATA- INFORMED SELF ASSESSMENT



TRANSFORM
— CONSULTING GROUP —

Use this form to assess if your organization is Data-Informed.

ITEM	MET	NEEDS WORK
CLEAR METRICS		
There are agreed upon key indicators for the organization that ties back to the theory of change and mission.	<input type="checkbox"/>	<input type="checkbox"/>
Program outcomes are either validated by third parties, or based on credible research that links organization output metrics to outcomes.	<input type="checkbox"/>	<input type="checkbox"/>
Key indicators are meaningful and answer key questions about your clients, programs, staff, community and partners.	<input type="checkbox"/>	<input type="checkbox"/>
Constituent feedback is considered alongside other metrics to ensure programs are meeting client needs.	<input type="checkbox"/>	<input type="checkbox"/>
Indicators are "SMART" - specific, measurable, achievable, realistic and timely.	<input type="checkbox"/>	<input type="checkbox"/>
Staff can state these key indicators for the organization.	<input type="checkbox"/>	<input type="checkbox"/>
Staff understand the importance of these indicators and how their role/team supports accomplishing them	<input type="checkbox"/>	<input type="checkbox"/>
Organization has a process for staying on top of relevant research on both program and data best practices.	<input type="checkbox"/>	<input type="checkbox"/>
DATA ACCESS		
Staff have access to the data to glean insights and use data for their role.	<input type="checkbox"/>	<input type="checkbox"/>
Data is Findable, Accessible, Interpretable, and Reusable ("FAIR").	<input type="checkbox"/>	<input type="checkbox"/>
Staff know where data is available by data source	<input type="checkbox"/>	<input type="checkbox"/>
Data is presented in a way that staff can understand and easily use.	<input type="checkbox"/>	<input type="checkbox"/>
There is ongoing analysis of what should be collected based on what data is being used regularly, and ongoing exploration into new best practices to track/find data.	<input type="checkbox"/>	<input type="checkbox"/>

ITEM	MET	NEEDS WORK
DATA LITERACY		
Staff have knowledge and understanding of data, terms, and tools.	<input type="checkbox"/>	<input type="checkbox"/>
Staff understand your data plan and schedule for collection, analysis and reporting.	<input type="checkbox"/>	<input type="checkbox"/>
Staff know the procedures and systems for data collection and analysis.	<input type="checkbox"/>	<input type="checkbox"/>
Staff understand strengths and limitations of the data.	<input type="checkbox"/>	<input type="checkbox"/>
Staff can review the data collected and make meaning and insights from the data.	<input type="checkbox"/>	<input type="checkbox"/>
The organization has adequate staff or external resources to lead data strategy, cleaning, quality, visualization, and ongoing staff support.	<input type="checkbox"/>	<input type="checkbox"/>
LEADERSHIP BUY-IN		
Leadership is on board in understanding the importance of data and using data in their decision making.	<input type="checkbox"/>	<input type="checkbox"/>
Leadership uses data in their meetings with staff.	<input type="checkbox"/>	<input type="checkbox"/>
Engage staff in discussions with data by asking critical questions, analyzing the data and results and developing recommendations.	<input type="checkbox"/>	<input type="checkbox"/>
Facilitate constructive interpersonal interaction (teamwork, group facilitation, processing)	<input type="checkbox"/>	<input type="checkbox"/>
Train staff in understanding data terms, tools, systems and reports.	<input type="checkbox"/>	<input type="checkbox"/>
Board and/or leadership use data to evaluate and think about performance	<input type="checkbox"/>	<input type="checkbox"/>

If you selected "Needs Work" in any of the indicators, TCG is here to help your organization to move this item into the "Met" category!

Visit transformconsultinggroup.com and schedule a consultation