

# Data and Evaluation Plan

2015-2016

White Center Community Development Association



# I. Data and Evaluation Team Mission, Vision, and Values

## Mission

To empower the White Center Community Development Association, its institutional partners, and the residents of White Center to obtain and use high quality, timely, community-driven data on local programs and population trends.

## Vision

A White Center community where all nonprofits, government agencies, businesses, and resident organizations confidently use data from the White Center Community Development Association on a regular basis to drive advocacy and decision-making.

## Values

**Justice**  
**Empowerment**  
**Community**  
**Commitment**  
**Transparency**

# II. Data and Evaluation Decision-Making Criteria

When a new initiative or significant change is proposed to the activities of the Data and Evaluation Team, review it according to the following criteria. It must fulfill at least one criterion in order to proceed as a potential Go. If it does not fulfill any of the criteria, then it is a No-Go.

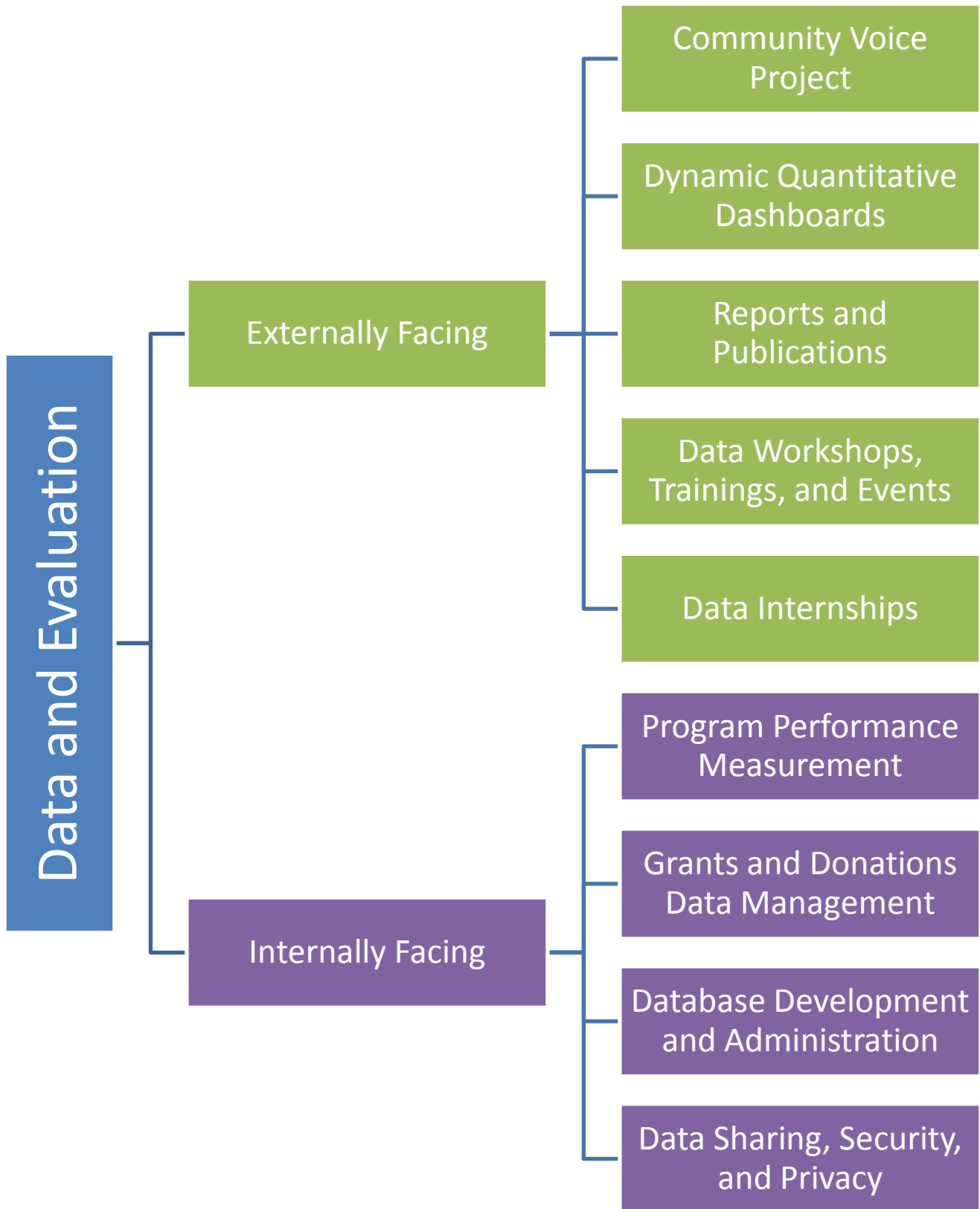
## Go/No-Go Checklist

- Fulfills a community need or request
- Fulfills funding requirements
- Meaningful to policymakers
- Meets a need of a partner agency
- Improves data quality
- Improves data security
- Builds internal capacity for data and evaluation
- Builds external capacity for data and evaluation
- Increases efficiency of data and evaluation
- Improves cultural competence of data and evaluation

### III. Data and Evaluation Team Structure



## IV. Data and Evaluation Initiatives



## V. Data and Evaluation Timeline 2015-2016

Year	Quarter	Milestones
2015	Quarter 1 Jan-Mar	<ul style="list-style-type: none"> <li>Identify database options in collaboration with consultants</li> <li>Draft preliminary indicators and performance measures</li> </ul>
2015	Quarter 2 Apr-Jun	<ul style="list-style-type: none"> <li>End contract with Social Solutions for ETO database</li> <li>Sign contract with new company for new database</li> <li>Refine indicators and performance measures</li> <li>Conduct annual community survey</li> <li>Hire Data and Evaluation Manager</li> </ul>
2015	Quarter 3 Jul-Sept	<ul style="list-style-type: none"> <li>Finalize indicators and performance measures</li> <li>Build modules in new database for programs and administrative operations</li> <li>Deliver introductory training for database users</li> <li>Transfer historical data into new database</li> <li>Finalize data sharing, security, and confidentiality policies</li> <li>Finalize data quality assurance procedures</li> <li>Complete training in Results-Based Accountability Scorecard</li> <li>Acquire Tableau</li> <li>Analyze community survey results</li> </ul>
2015	Quarter 4 Oct-Dec	<ul style="list-style-type: none"> <li>Launch data internship program pilot</li> <li>Populate dashboards with preliminary data</li> <li>Finalize baselines and targets for indicators and performance measures</li> <li>Onboard partner organizations into database</li> <li>Launch monthly reports for partners</li> <li>Produce end-of-year data report</li> <li>Complete data webpage redesign</li> <li>Deliver second-round training for database users</li> </ul>
2016	Quarter 1 Jan-Mar	<ul style="list-style-type: none"> <li>Launch community voice project</li> <li>Launch public data workshops, trainings, and events</li> <li>Conduct 6-month database review and update</li> <li>Deliver final round of training for database users</li> </ul>
2016	Quarter 2 Apr-Jun	<ul style="list-style-type: none"> <li>Conduct annual community survey</li> </ul>
2016	Quarter 3 Jul-Sept	<ul style="list-style-type: none"> <li>Evaluate data internship program</li> <li>Analyze community survey results</li> <li>Conduct 1-year database review and update</li> </ul>
2016	Quarter 4 Oct-Dec	<ul style="list-style-type: none"> <li>Produce end-of-year data report</li> <li>Launch year two of data internship program</li> <li>Expand staff hours for data and evaluation</li> </ul>