

Linking Program Planning, Ongoing Monitoring, and Self-Assessment



Program Planning

Decide on goals:

- Review and analyze community assessment and other relevant data
- Review recommendations from self-assessment report
- Develop long-term program goals

Develop objectives:

• Set short-term program and fiscal objectives

Develop work plan:

- Develop action steps for objectives
- Identify measures to monitor
- Plan for regular progress reports to staff, governing body or Tribal Council, and Policy Council
- Develop service plans that reflect new goals and objectives

Ongoing Monitoring

Collect:

 Collect data (e.g., Program Information Report (PIR), child outcomes data, results of ongoing monitoring for all systems, services, goals, and objectives)

Analyze:

Review and analyze data with managers

Act:

- Make course corrections
- Determine new data measures

Ensure:

- Evaluate and follow up on course corrections
- Verify accuracy of and summarize ongoing monitoring data for review by self-assessment team
- Request self-assessment team analyze persistent systems issues

Self-Assessment

Prepare:

- Design self-assessment process
- Orient and train self-assessment participants

Analyze:

- Analyze information presented (e.g., ongoing monitoring summaries, Head Start monitoring results, child assessment data, health records)
- Determine and request additional data, if needed

Recommend:

 Identify strengths and make recommendations for improvement

Data



