Identifying Data and Data-Based Decisions Worksheet

The community assessment team can complete this worksheet as it prepares the community assessment report.

1. List the discoveries identified through internal and external data collection.
2. Identify the source or data gathering techniques, such as surveys, focus groups.
3. Note where the data have supported a recommendation in the community assessment report.
4. If your analysis indicates that a decision was made without supporting evidence, then go back to find supporting evidence or reconsider your decision.

Evidence		Types of Decisions Required by Head Start Regulations Based on Community Assessment Data					
Data Discovery from Internal or External Data	Data Collection Technique or Source	Strategic Long-Term Goals and Measurable Objectives	Program Options and Calendar	Recruitment Areas and Program Locations	Recruitment, Selection Criteria, and Enrollment Priorities	Services and Coordinated Approaches	Collaborative Partnerships