



WELCOME to

*Stronger by Design: An ECHO for Practical
Strategies to Evaluate and Amplify Impact*

*Session 1, The Power of Evaluation for Strengthening Communities,
October 9, 2025*

Series Learning Objectives

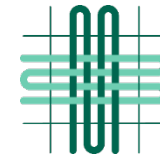
1. Creating a program logic model linking key goals and outcomes to program strategies as a roadmap for designing an evaluation to monitor progress and program success
2. Identifying the highest value-to-effort questions to answer through evaluation methods
3. Identifying the highest value data for your program and options for gathering data from existing sources or new methods (e.g., surveys, focus groups)
4. Making sense of data using basic methods and tools (e.g., Excel) and create data visualizations and written summaries for reports
5. Feeling more confident working with data and evaluation principles while recognizing when it may be more efficient and effective to work with evaluation experts to support data needs

Series Sessions

Date	Session Title
10/9/2025	<u>The Power of Evaluation for Strengthening Communities</u>
10/23/2025	<u>Creating a Roadmap to Measure Success</u>
11/6/2025	<u>From Theory to Practice: Hands-on Evaluation Planning Workshop</u>
11/20/2025	<u>Gathering Data and Information about your Program</u>
12/4/2025	<u>Making Sense of Program Data to Help Others See your Value</u>
12/18/2025	<u>From Theory to Practice: Building your Evaluation Tools and Strategy</u>



Center for Program Design & Evaluation
CPDE | Dartmouth College



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Health



Session 1: The Power of Evaluation for Strengthening Communities

Dr. Jennifer Wenner

10.9.2025

Today's Plan

Making Evaluation work *for* you and *with* you

Making sense of the terms

Effort to Impact – a little can go a long way

Seeing your program's 'data' everywhere

Reviewing and sharing data with your community

Common Questions

Are the people using my program getting what they **really need**?

Are we reaching the **people we intended**? What is **getting in the way** of people using the program?

Is our program being implemented as **efficiently/effectively** as possible? What can we **do better**?

Should we continue to invest in these activities? **Are we having the impact we think we are**?

Myths that can get in the way

“We know our people need X, Y, Z. We’re the experts at designing those kinds of programs and activities.”

“I’ll get some testimonials from the moms who really like our program.”

“We know some people have trouble getting into our program but there’s nothing we can do about that.”

“We’ve been doing this work for decades, it must be working. Look at all the people we serve.”

“We don’t have the time/money to evaluate our programs”

“No one on our team has the training to analyze data.”

What is Program Evaluation?

“the **systematic collection** of information about the **activities, characteristics, and outcomes** of programs to **make judgments** about the program, **improve** program effectiveness, and/or **inform decisions** about future program development.”

(Patton, 1997)

What is Program Evaluation?

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The Power of Evaluation

Provides us with ‘real’ information

- Learn and adjust to what constituents need and want
- Reveal processes that no longer work (e.g., a costly marketing campaign that isn’t reaching target audience) and where things are working well
- Data to justify more staff or services
- Results that demonstrate our program impact to people, our communities and partners

Other Reasons to Evaluate

Monitoring program utilization (who, how many, when; *equitable* access)

Resource allocation (do we need all our staff at that event; how many XX did we give out to whom; is this the best use of funding)

Implementation fidelity (do we deliver the program consistently; are refreshers needed)

Knowledge generation (what is our most popular program; why do people come back to us)

Accountability (showing funders / board / community we are doing what we say we are)

Outcome & Impact Assessment (are we succeeding at our mission; are people better because of what we do)

Some Common Evaluation Terms	Meaning and Use
Indicator/Leading Indicator	What we need to see/measure to <i>know if we've met a goal</i>
KPIs	Key performance indicators – usually our <i>priority indicators</i>
Milestones	Another way to describe an indicator of success: <i>what we want to see or achieve</i> with program activities
Metrics (or Measures)	<i>Things we can count</i> , observe, listen for, track, & describe to know if we have met a goal; our indicators use these
Data	The <i>information</i> we have counted, observed, heard
Methods	The way we collect the data/information on our program
Goal	Broad statement about what the <i>program is trying to accomplish</i>
Objective	<i>A specific result or interim step</i> the program is trying to achieve on the way to meeting a goal

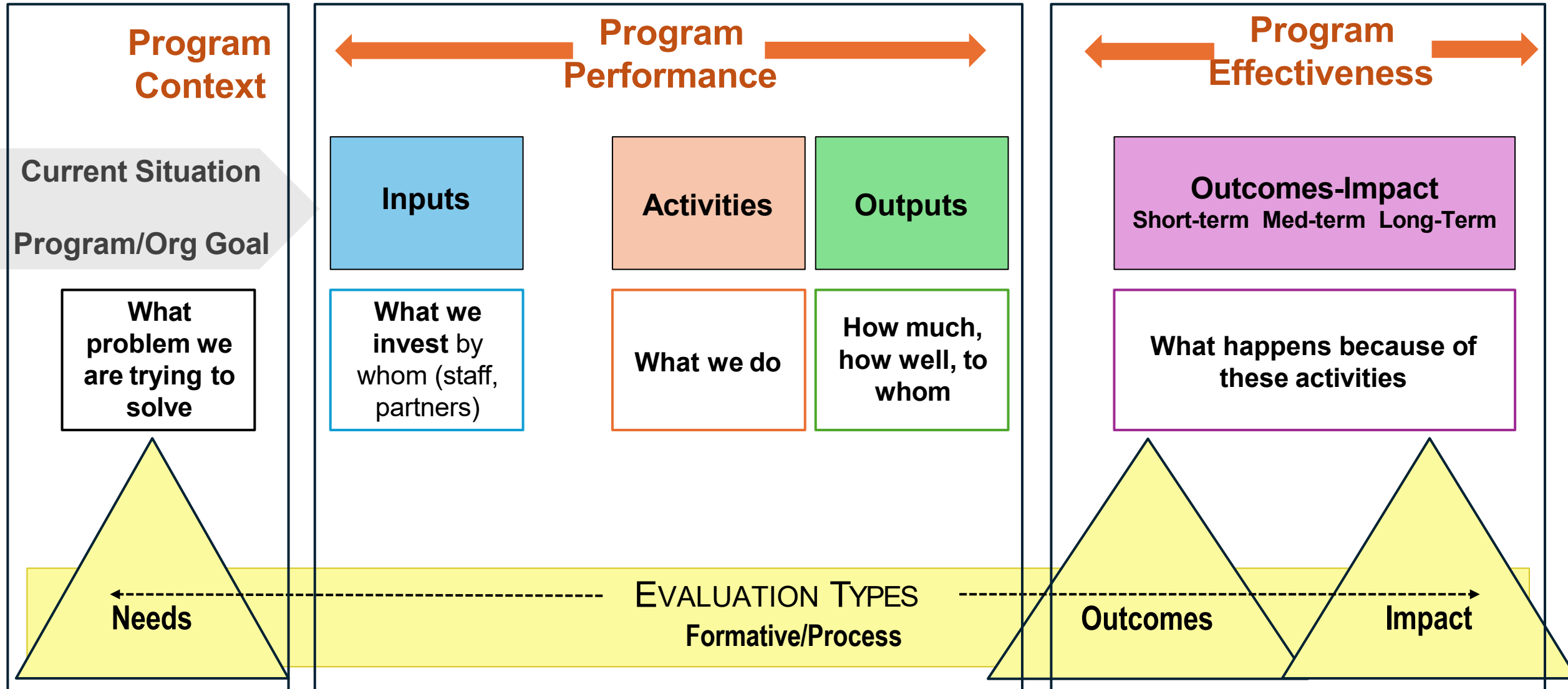
The Three Steps of Nonprofit Measurement, Evaluation, and Learning



The Three Steps of Nonprofit Measurement, Evaluation, and Learning



Evaluation Types for Your Program Road Map



Benefits of a Road Map

- Engage program partners
- Ensure logical connections
- Support strategic planning
- Program marketing/website
- Inform decision-making and resource prioritization

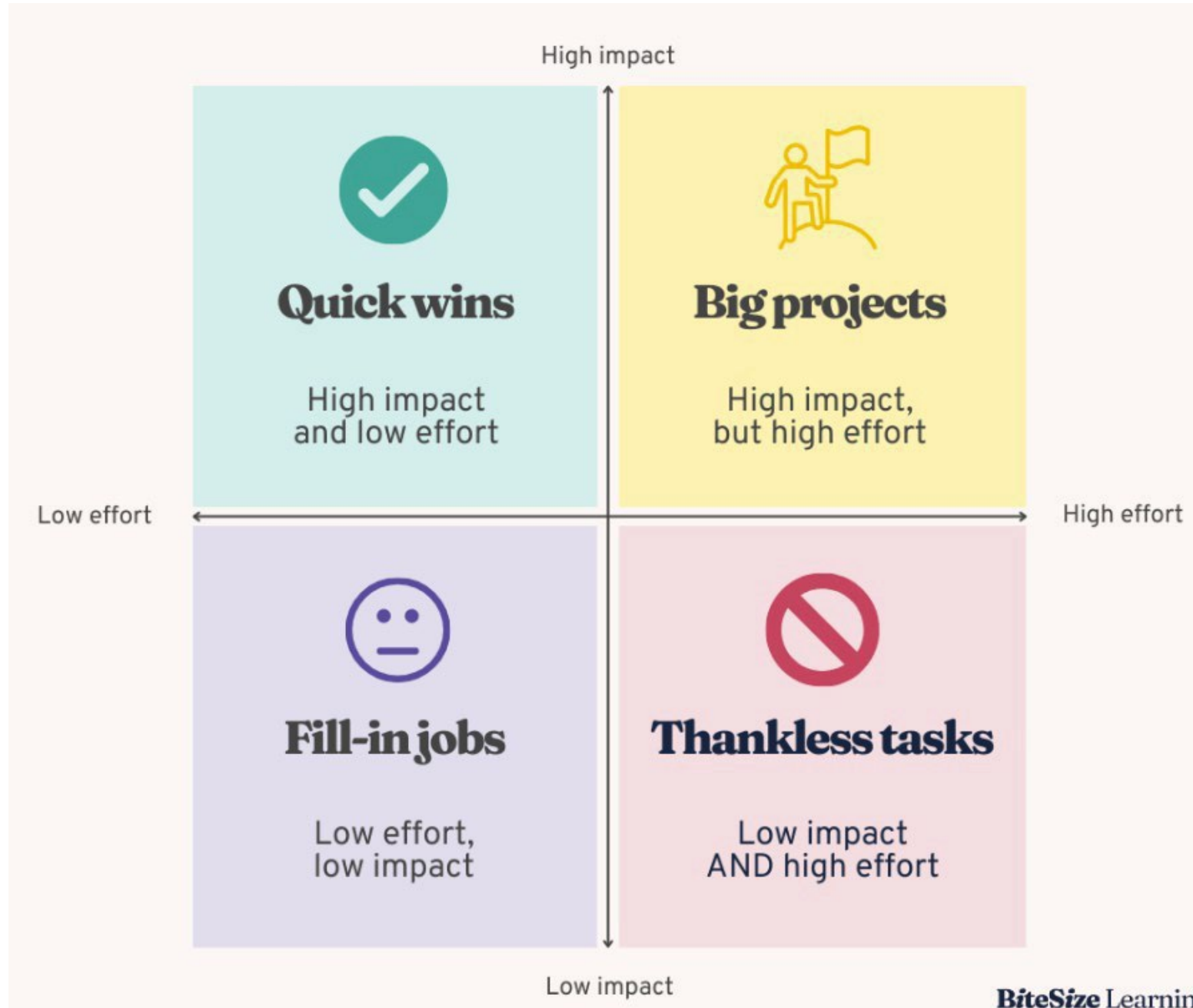
Effort to Impact

Critical to identify what is most important to learn

What are the most vital outcomes

Short → Medium → Long-term

Then what is most feasible to collect/assess



The Three Steps of Nonprofit Measurement, Evaluation, and Learning



Data is Everywhere

Data is information – information that is going to tell you something of importance about your program

Quantitative – what can be counted

Qualitative – things people say or that you observe

Primary data – the information *you (your program)* collect

Secondary data – information about your program or users that *others* have collected

The Three Steps of Nonprofit Measurement, Evaluation, and Learning



Using your data to learn and improve

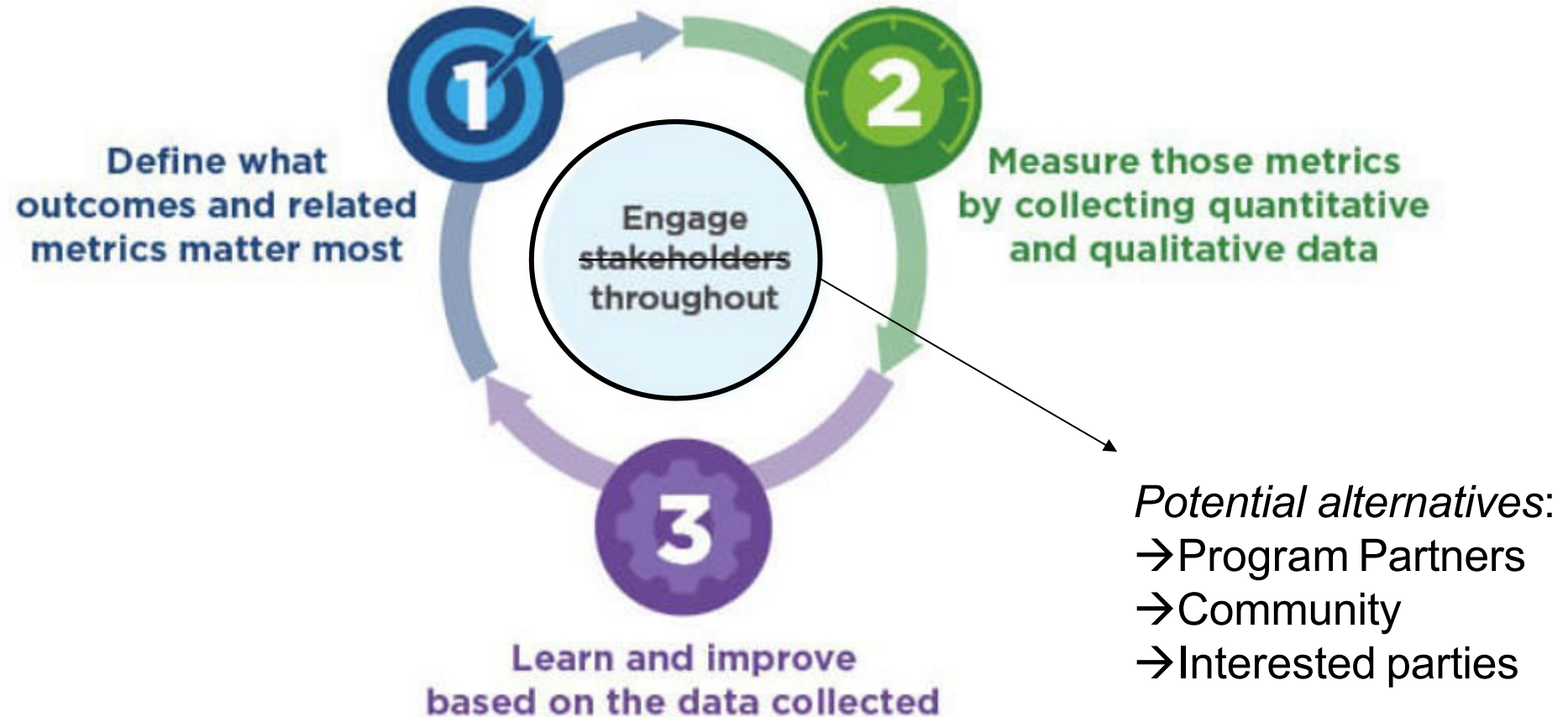
Review data regularly

Data-driven decision-making

Share results with community



The Three Steps of Nonprofit Measurement, Evaluation, and Learning



Engaging your community

Not only when collecting data and sharing results, but also when *planning* data collection processes

With each step of evaluation, think about:

- Who should be consulted?
- Who will use the results and what is most useful to know?
- Who will be impacted by the results?

Questions & Discussion

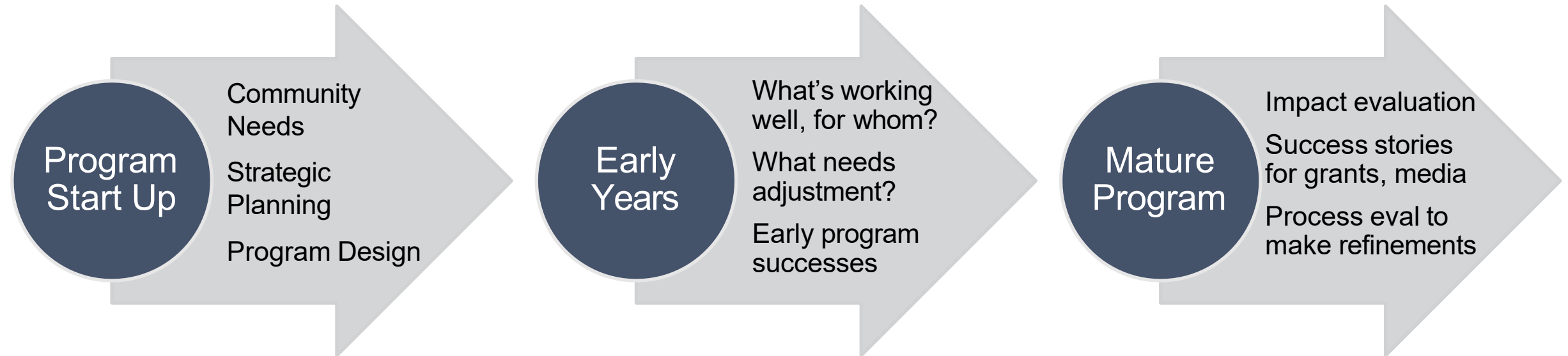
Any questions?

Challenges and successes
that anyone would like to
share/discuss?



Case Discussion

Program Maturity ↔ Evaluation Needs



Programs at an Early Stage

Is anyone at this stage?

What are the most important things you need to guide your program/services now?

What are the challenges you face where evaluation might help (but also feel hard to fit in)?

Mature Programs

Is anyone at this stage?

What are the most important things you need from evaluation right now?

Case Example – Mature Program

High Jump – educational program for academically advanced middle school students with socioeconomic needs to help launch them into better high schools and beyond

- Formative Youth experience assessments at program end points

 - Used staff input to create the experience assessments

 - Reviewed results with program team to assess what's working well and where improvements are needed

- Family Surveys to bring in additional input

References

Patton, M. Q. (1997). *Utilization-focused evaluation: The new century text* (3rd ed.). Sage Publications, Inc.

Eval Academy: <https://www.evalacademy.com/resources/p/10-reasons-to-evaluate-infographic>

The Bridgespan group: <https://www.bridgespan.org/insights/nonprofit-organizational-effectiveness/a-practical-guide-to-nonprofit-measurement-evaluation-and-learning>

Bitesize Learning: <https://www.bitesizelearning.co.uk/resources/impact-vs-effort-matrix-explanation-template>



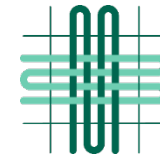
WELCOME to

*Stronger by Design: An ECHO for Practical
Strategies to Evaluate and Amplify Impact*

*Session 2, Creating a Roadmap to Measure Success,
October 23, 2025*



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Health



Session 2: Creating a Roadmap to Measure Success

Catherine Denial, M.S.

Sidney May, Ph.D.

Nancy Boyer, Ph.D.

October 23, 2025

Today's Plan

Definition & importance of a logic model

Components of a logic model

Theory of change vs logic model

Using logic models in evaluation

Case study

Discussion



What is a logic model?

A **visual roadmap** of how your organization/program is supposed to work

A powerful **tool** for planning, implementing, managing, and evaluating an organization/program

Terms you might come across around logic models

- Theory of change

- Causal pathway

- Program roadmap

- Program model

- Conceptual framework



The power of a logic model

Clarifies how and why your organization/program is supposed to work

Provides a common language and shared understanding of purpose

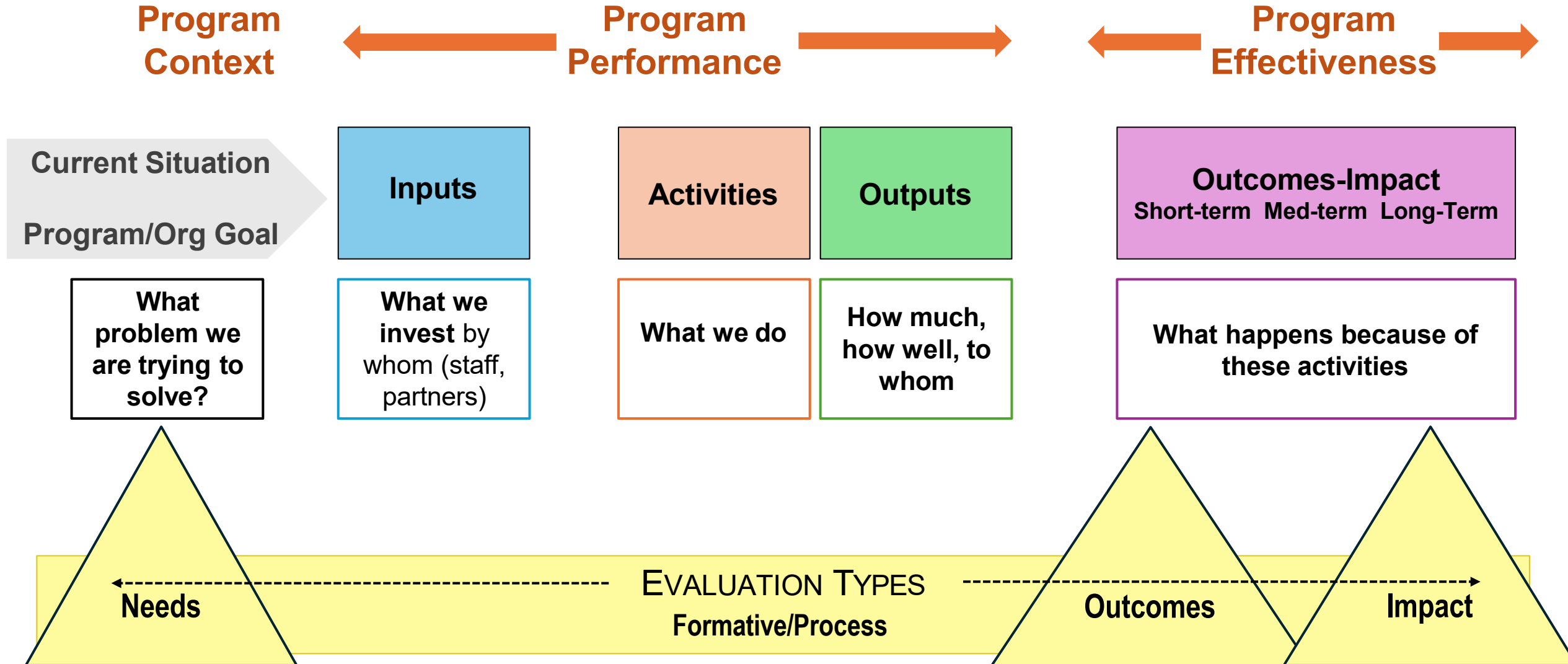
Identifies what needs to be monitored and evaluated

Facilitates learning and **supports** evidence-based decision-making

Supports fundraising and grant writing



Your program roadmap (the logic model)



Inputs: What we invest

Inputs

Staff, trained supervisors (incl. local staff)

Funding

Volunteers

Beneficiaries

Logistical tools (e.g., walkie talkies, internet access, vehicles)

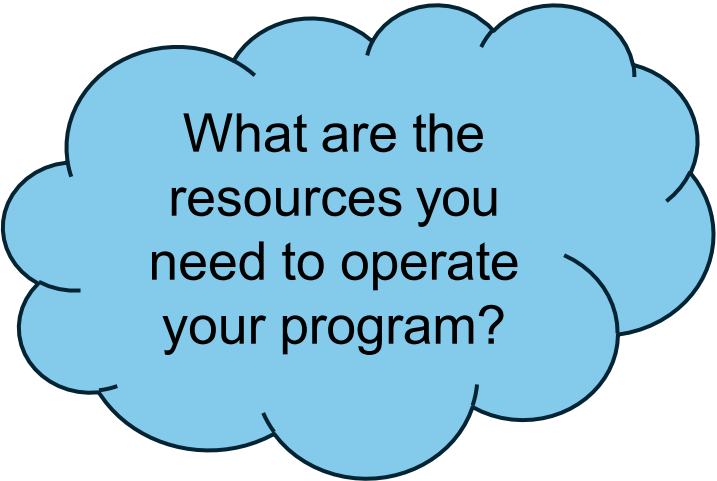
Building materials (e.g., cement, wood, nails, drywall, mud, paint) and tools

Understanding of local disaster impact and community need

The resources a program has available to invest in the work

Include personnel, finances, technology, facilities, supplies

Consider contextual factors (structural or regulatory) that may impact inputs

A light blue, cloud-like thought bubble with a black outline, containing the text "What are the resources you need to operate your program?".

What are the resources you need to operate your program?



Activities: What we do

Activities

Train volunteers in disaster-resilient construction techniques

Repair/Build homes (e.g., install foundation, build walls, frame roof, hang drywall, mud drywall, paint, install doors and trim, install flooring)

Monitor volunteer safety

Coordinate between beneficiary and organization


Document work

Participate in long-term response committees

What the program does with the resources

Includes processes, events, actions needed for program implementation

Might be considered the interventions or program strategies that are used to bring about the desired changes or results



What are your strategies or activities?



Outputs: How much, how well, and who you reach

Outputs

beneficiaries with safe, sanitary, and secure lodgings

houses built

volunteers trained

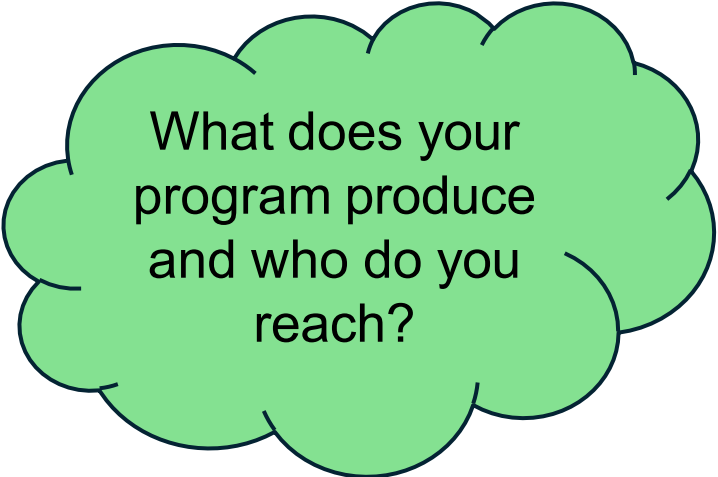
Rebuilt % of homes in XYZ neighborhood

Served XYZ types of beneficiaries

Direct products of program activities

Includes types, levels, and targets of services to be delivered

Tangible or observable manifestations of the intervention or program activities



What does your program produce and who do you reach?



Outcomes: What happens because of the activities

Outcomes

Short-term:

- Beneficiaries move back into home
- Volunteers gain practical skills in building/construction

Medium-term:

- Beneficiaries feel safe and secure in their home
- Reduction in housing costs (no longer pay for mortgage and rent)
- Volunteers recommend program to others & donate

Long-term:

- Housing security (fewer unhoused or temporary housing)
- Damage from future disasters is mitigated

Specific changes in program participants' behavior, knowledge, skills, status, and/or level of functioning

Can be broken down into short-term, medium-term, and long-term outcomes

What changes as a result of your program?

How do you distinguish between short, medium, and long-term outcomes?



Theory of Change

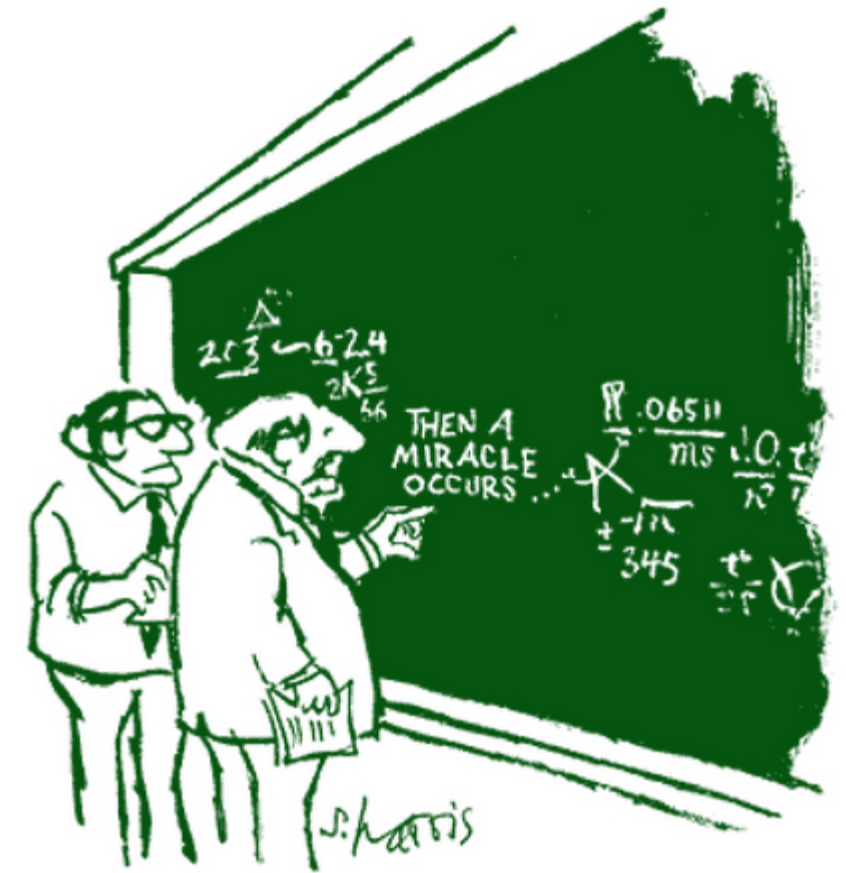
The logic model which provides the “**what**” and “**how**” of a program

The theory of change provides the “**why**” the program or activities work to achieve the outcomes

Explains **why we expect the changes to occur** - connecting why certain activities result in certain outcomes

Underlying assumptions of how your program works that can be tested and measured

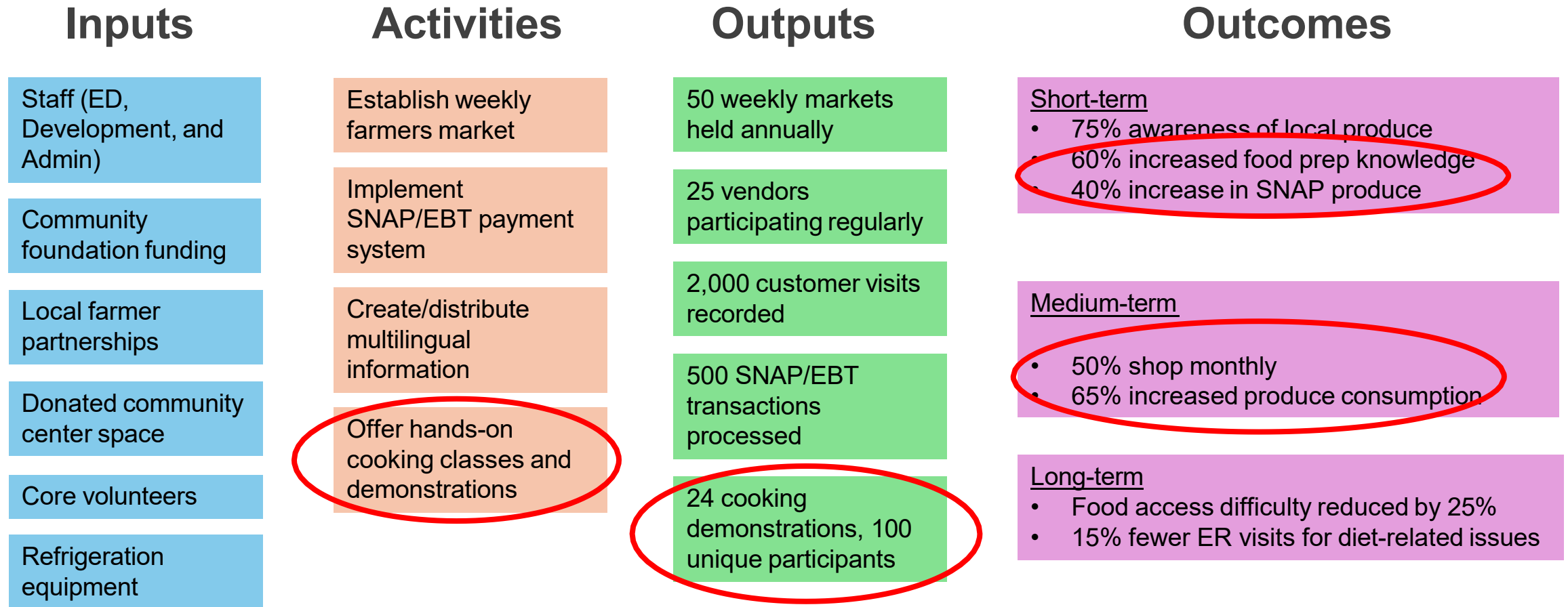
Developed from prior research or evaluation on similar programs, expert opinion, perspectives of staff, managers, partners and community members about how the intervention works, and research-based theories



"I think you should be more explicit here in step two."

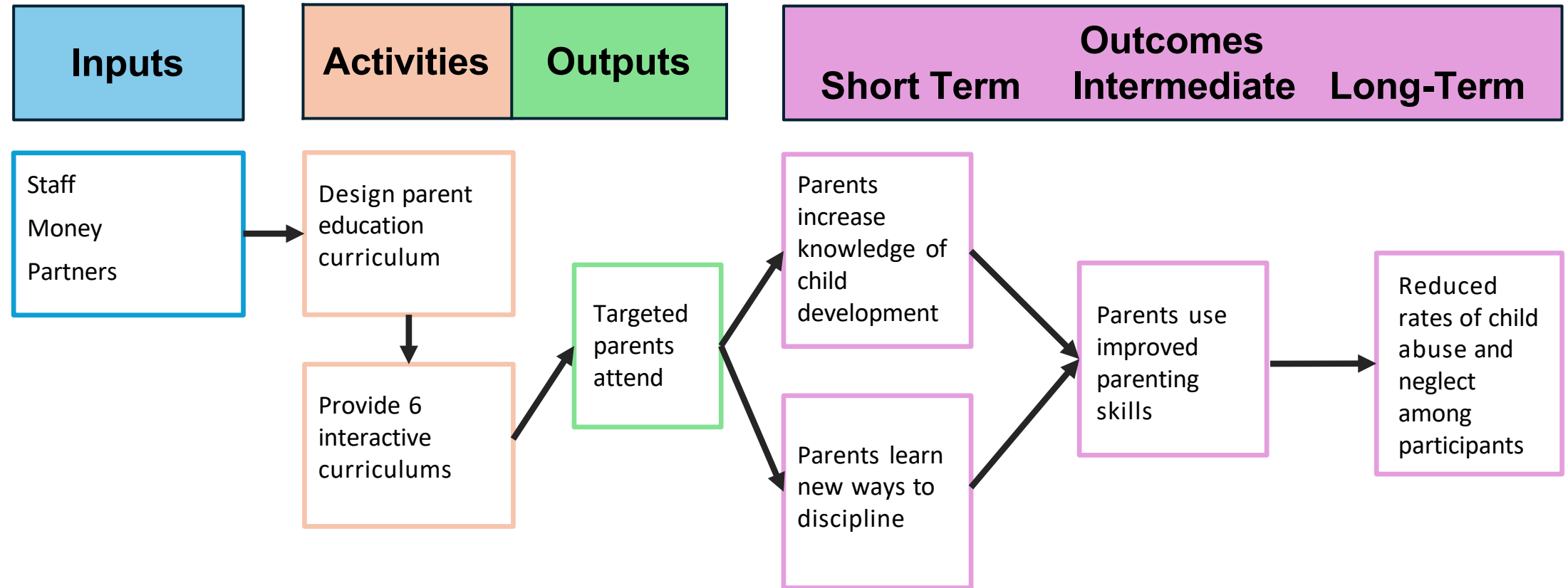


Example: Community Food Access Program



Goal Improved food security, nutrition, and health outcomes through sustainable, community-driven food systems change

Example 2: Parent Education



Sample logic model

Izzi Early Education Logic Model

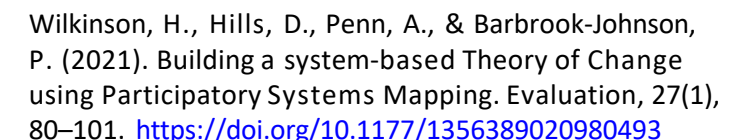
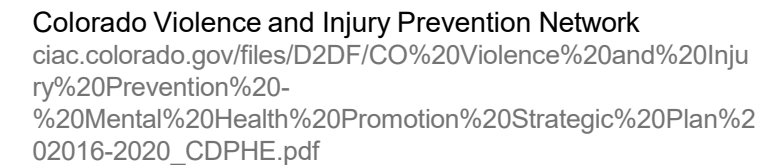
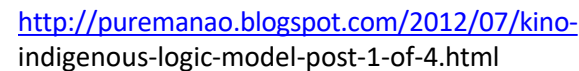
Izzi Early Education provides comprehensive child development support and services to families in the San Francisco Bay Area

<https://www.jbassoc.com/resource/izzi-early-education-logic-models/>

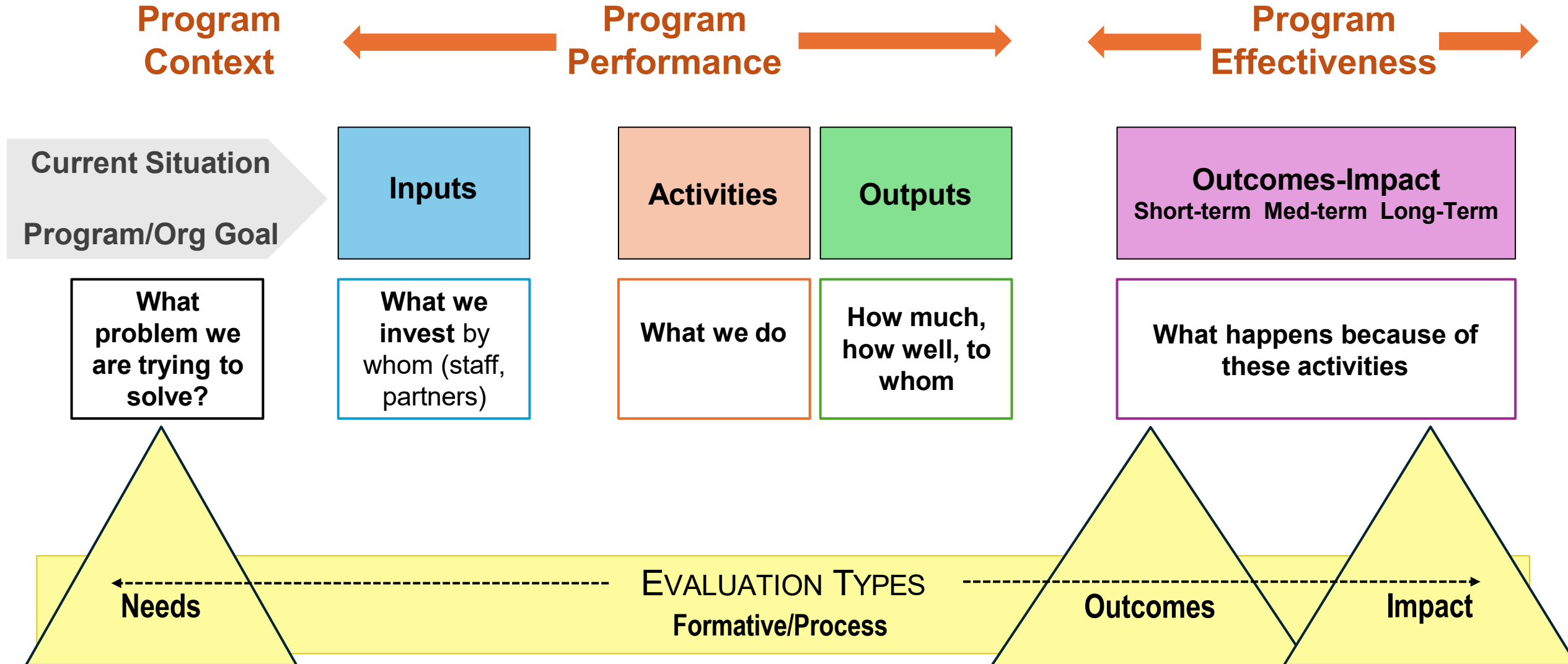
Head Start Center-Based Logic Model



- Edit based on the unique needs of your audience
- Maintain the same basic building blocks (e.g., inputs, activities, outputs, outcomes)
- Formats can adapt to different understandings of theory and logic



Evaluation is part of your program roadmap



Using logic models in evaluation

The Three Steps of Nonprofit Measurement, Evaluation, and Learning

What evaluation questions are you trying to answer?

Your logic model will provide the key areas to measure in an evaluation.



See ECHO Session 4 for “Gathering Data and Information about Your Program”

The outcome of the evaluation may confirm the logic model or suggest changes. **Evaluation is ongoing.**

See ECHO Session 5 for “Making Sense of Data”



Case Study



Case Study (see handout)



Blue Sky Works (BSW) is a small nonprofit located in Manchester, NH

Their mission is ensuring that young adults have the skills, experiences, and support to achieve their full potential in their careers. The organization **aims to increase the career stability of low-income young adults** by providing them with **hands-on skill development in technology, career coaching, and job placement**.

The program has a **budget of \$400,000, 5 full time staff, 10 part time volunteers**, and serves **150 low-income young adults age 18-25 annually**. The organization receives **in-kind donations** and multiple small-moderate size **grants from local businesses and foundations**.

BSW started in 2018 and is well-respected in the local community. **Referrals** to the program come from local high schools, city and state agencies, social service agencies, and word of mouth.

The leaders of BSWs know they do good work, but they don't know how to demonstrate it. They rely on **exit surveys** that provide little useful feedback, are often incomplete and have low response rates. They rely on anecdotes **and enrollment numbers** to show "impact".

The organization wants to apply for more substantial funding to grow their program and reach more participants, moving from local to state-wide and multi state access. In their attempt to go after larger funding opportunities they find it difficult to provide strong answers to questions covering the organization goals, reach, outcomes, measurement of outcomes, results, and how they use results to inform program improvement.

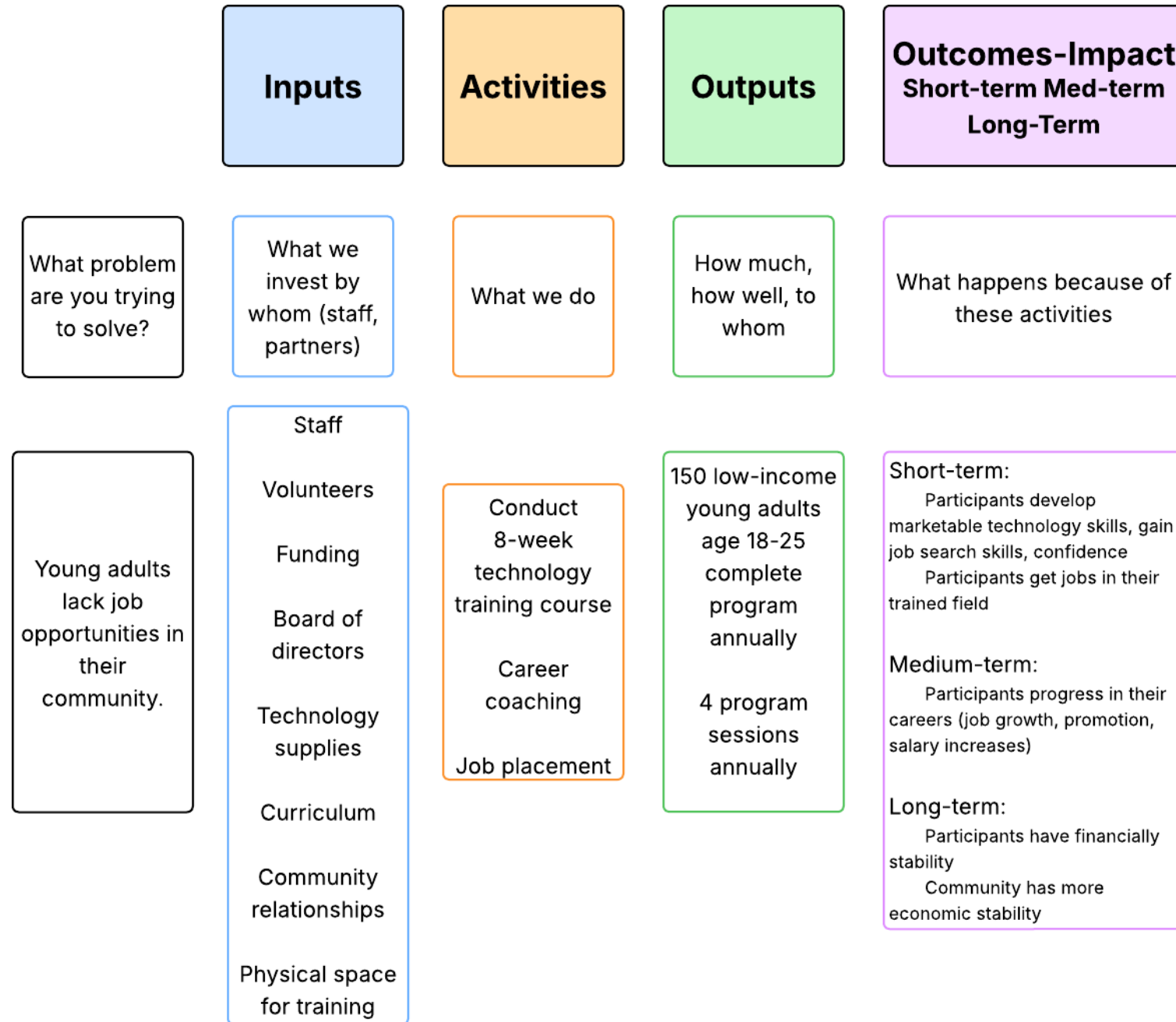
The board of directors is getting impatient with the staff not being able to bring in more funds and increase their reach and expand their programs. Staff are frustrated because they see the impact they are making but cannot articulate it in a way to get funders to pay attention.

Where do they start?



Example:

Goal: The organization aims to increase career stability for low-income young adults.



Discussion and Questions



References



James Bell Associates. (2007). *Evaluation Brief: Developing a Logic Model*. Arlington, VA. August 2007

Kellogg Foundation Logic Model Development Guide: https://www.naccho.org/uploads/downloadable-resources/Programs/Public-Health-Infrastructure/KelloggLogicModelGuide_161122_162808.pdf

University of Wisconsin – Cooperative Extension: <http://www.uwex.edu/ces/pdande/evaluation/evallogicmodel.html>

Better Evaluation: <https://www.betterevaluation.org/blog/using-logic-models-theories-change-better-evaluation>

CDC: Evaluation framework: <https://www.cdc.gov/evaluation/php/evaluation-framework-action-guide/index.html>
and logic model: <https://www.cdc.gov/evaluation/php/evaluation-framework-action-guide/step-2-describe-the-program.html>





Up Next

- Next session: November 6th, From Theory to Practice: Hands-on Evaluation Planning Workshop
- Please submit your cases/questions and view course resources at the: [DH iECHO site](https://www.dartmouth-hitchcock.org/project-echo/enduring-echo-materials)
- Recordings will be posted on the D-H ECHO website <https://www.dartmouth-hitchcock.org/project-echo/enduring-echo-materials>

Appendix

Additional Information and Examples



Situation, goals, & assumptions



Situation/problem: Before creating your logic model, you should write a “problem statement” or summary of the situation or problem your program is trying to address. Consider:

- What is known about the problem and solutions?
- Who is affected?
- What can be changed?
- Why does the problem exist?

Goal(s): Next, articulate the goals of the program (or organization, intervention). A goal is a broad, high-level statement that describes the long-term change you aim to achieve in response to the problem. Goals are directly informed by the problem statement and **serve as the foundation for identifying desired outcomes and ultimate impact.**

Assumptions: Beliefs we have about the program, participants, how the program will work. They include:

- Our definition of the existing problem and solution
- How the program will operate
- What we expect to see for outcomes
- What we know or think about participants including behavior and motivations
- External environment and context and how it influences the program and outcomes



Outcomes: What happens because of the activities

Specific changes (short, medium, long term) in program participants' behavior, knowledge, skills, status, and/or level of functioning.

Here is one option for thinking about the difference between short-, intermediate, and long-term outcomes:

OUTCOMES		
Short-Term	Medium	Long-Term
Changes in awareness, knowledge, attitudes, skills, opinions, motivations, behavioral intent	Changes in behavior, decision making, policies, action	Changes in conditions, social, health, economic, environmental, community level
Parental awareness of health requirements	Parent/child completes well-child visits annually	Access to health care Improved health outcomes



Theory of Change

The logic model which provides the “what” and “how” of a program

A theory of change provides the “why” the program or activities work to achieve the outcomes

Explains how the change will occur – connecting why certain activities result in certain outcomes

Underlying assumptions of how your program works that can be tested and measured

The theory of change can be developed from prior research or evaluation on similar programs, expert opinion, perspectives of staff, managers, partners and community members about how the intervention works, and research-based theories

Example: Simple Theory of Change

Our Build It! robotics program is designed to increase student interest in science, technology, engineering and math and give students experiences to build their confidence, problem solving and critical thinking skills. It is a 10 week after school robotics program.

Strategies used in our program...	That research indicates...	Leads to these outcomes
Students learn about programming, design, and engineering by building a robot from a kit of parts	Learning by doing through hands-on projects that are relevant and meaningful drive interest	Interest in STEM
Students work on teams to design and build their robot, guided by mentors	When adults serve as mentors but let students try and fail on their own, students build confidence; working on teams supports problem solving, collaboration, critical thinking	Increase confidence
Teams showcase their robots at a competition	Activities that end in a project where they interact with peers doing similar work, compete, or showcase supports confidence and interest	Increase problem solving, critical thinking



Logic Model Template

Program Goals:
Assumptions:

Inputs

Activities

Outputs

Outcomes-Impact

Short-term Med-term Long-Term

What problem are you trying to solve?

What we invest by whom (staff, partners)

What we do

How much, how well, to whom

What happens because of these activities



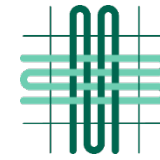
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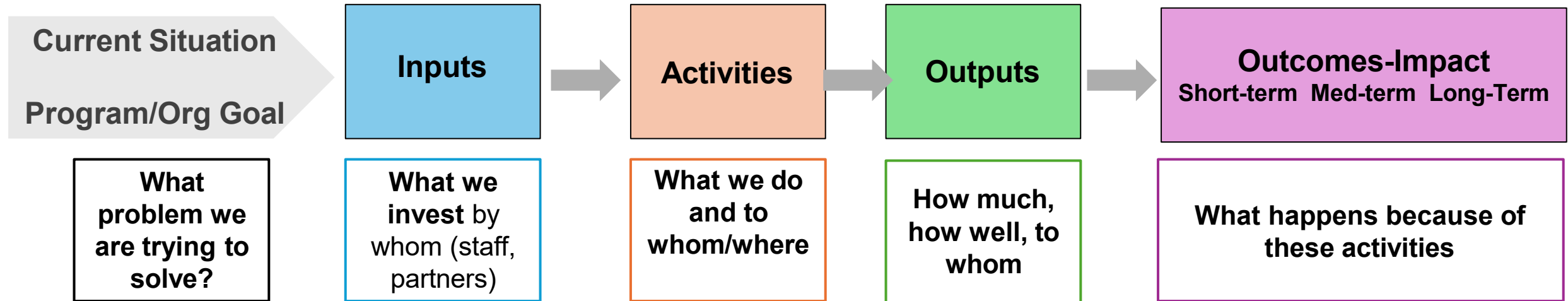
Session 3:

From Theory to Practice: Hands-on evaluation planning workshop

Rebecca Butcher, MS, MPH

11.6.2025

Creating a Program Logic Model → Theory of Change



The logic model describes the “**what**” and “**how**” of a program

The theory of change is “**why**” we expect the changes to occur – our assumptions or past evidence that certain activities will result in certain outcomes

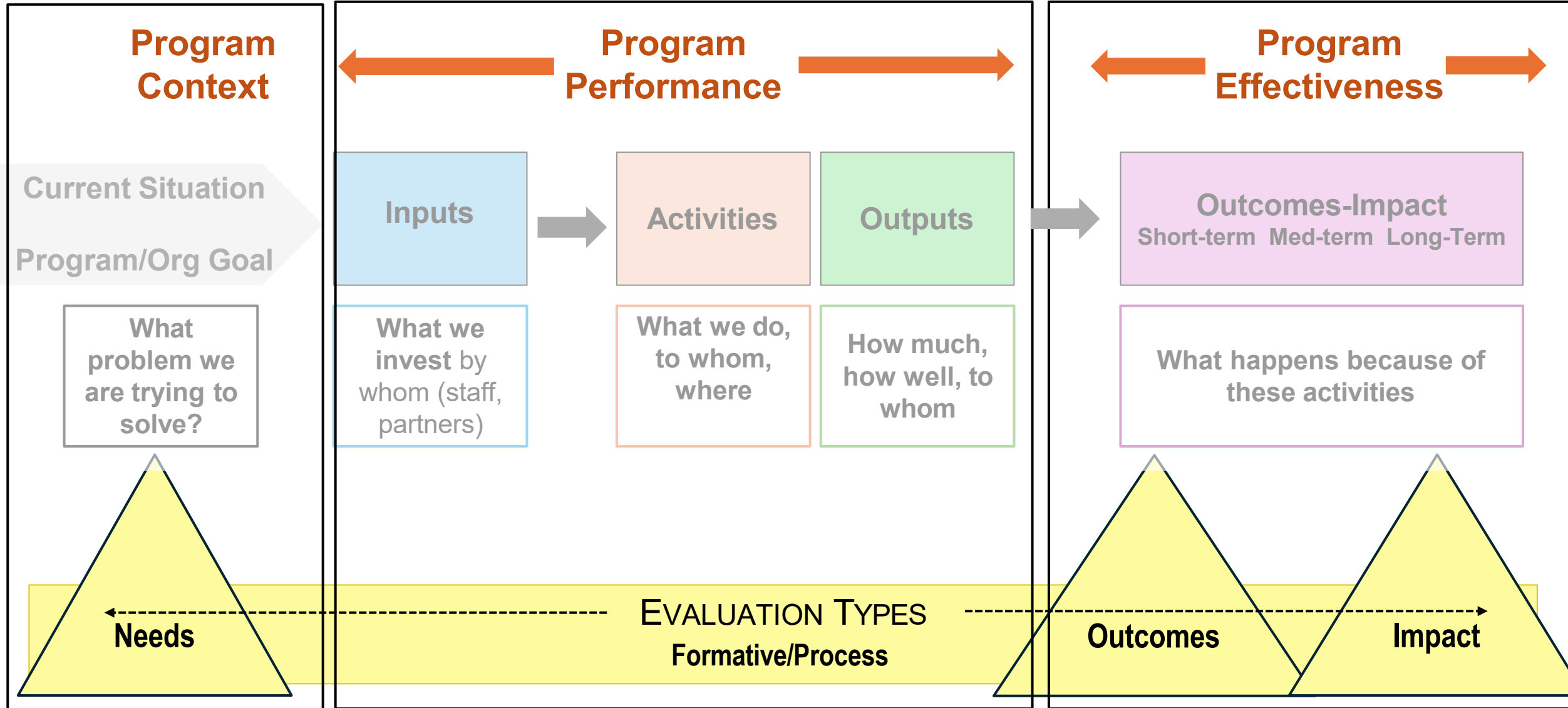
EVALUATION TYPES

Formative/Process

Outcomes

Impact

What are the Priorities for Evaluation?



Using logic models in evaluation

The Three Steps of Nonprofit Measurement, Evaluation, and Learning

What evaluation questions are you trying to answer?

Your **logic model** will provide the key areas to measure in an evaluation.



Case Examples



Keene Public Library

Marti Fiske, Library Director

- Done well collecting quantitative information (e.g., number of items loaned, attendance at programs, etc.)
- Struggling with how to collect long-term impacts – past surveys done immediately after an event, so only capture what people *think* they'll be interested in pursuing, not what they truly followed up on.
- We get anecdotal feedback from frequent visitors, and when someone is particularly excited about something.
- Our main questions at this time:
 1. What happens after using our services?
 2. What are the long-term impacts or benefits to people from utilizing our public library?

How can we collect information on the long-term benefits of using our services? Surveys have notoriously low return rates, "good" questions are difficult to create, and people may not know or share how they are influenced.

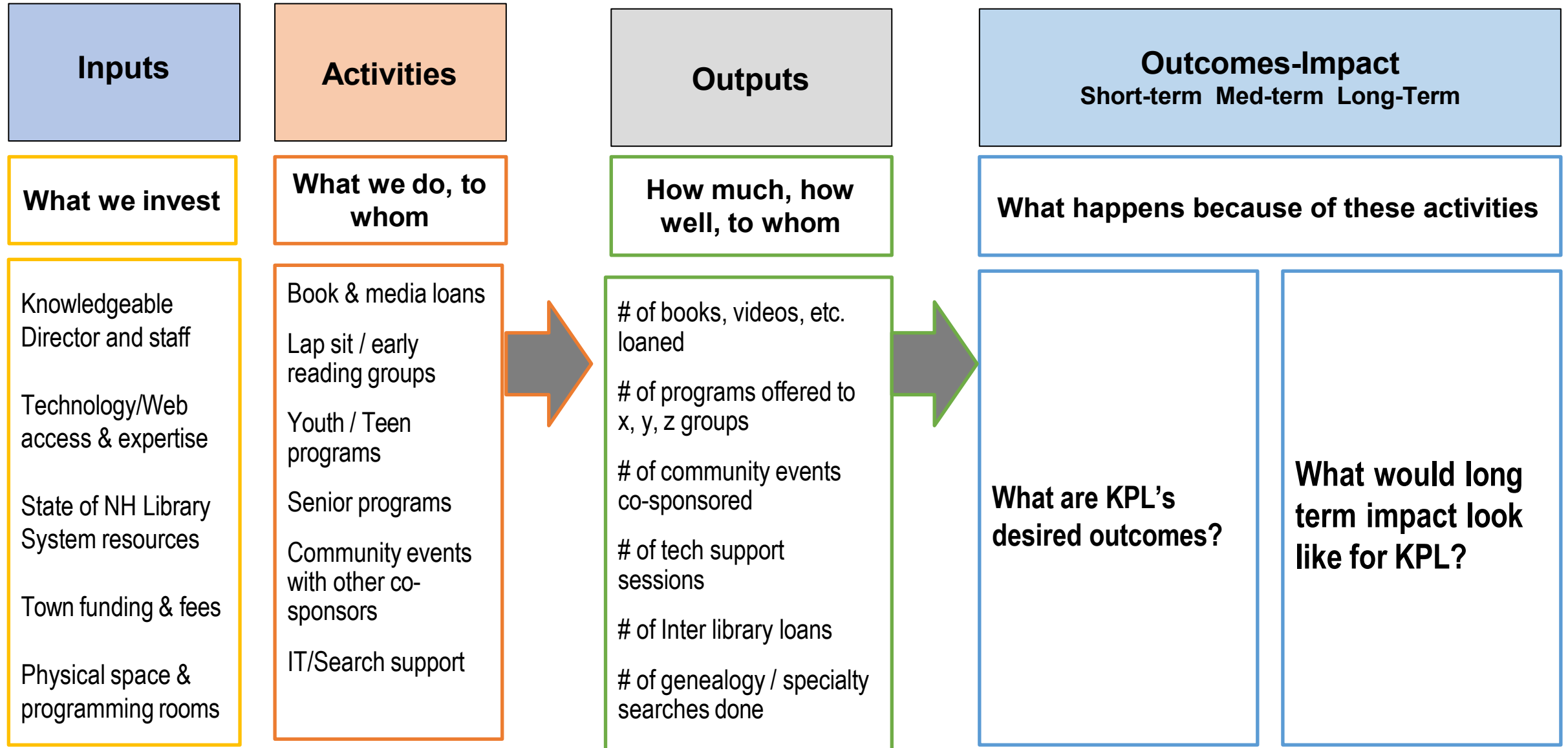
Case Discussion

What could Marti and her team do next...

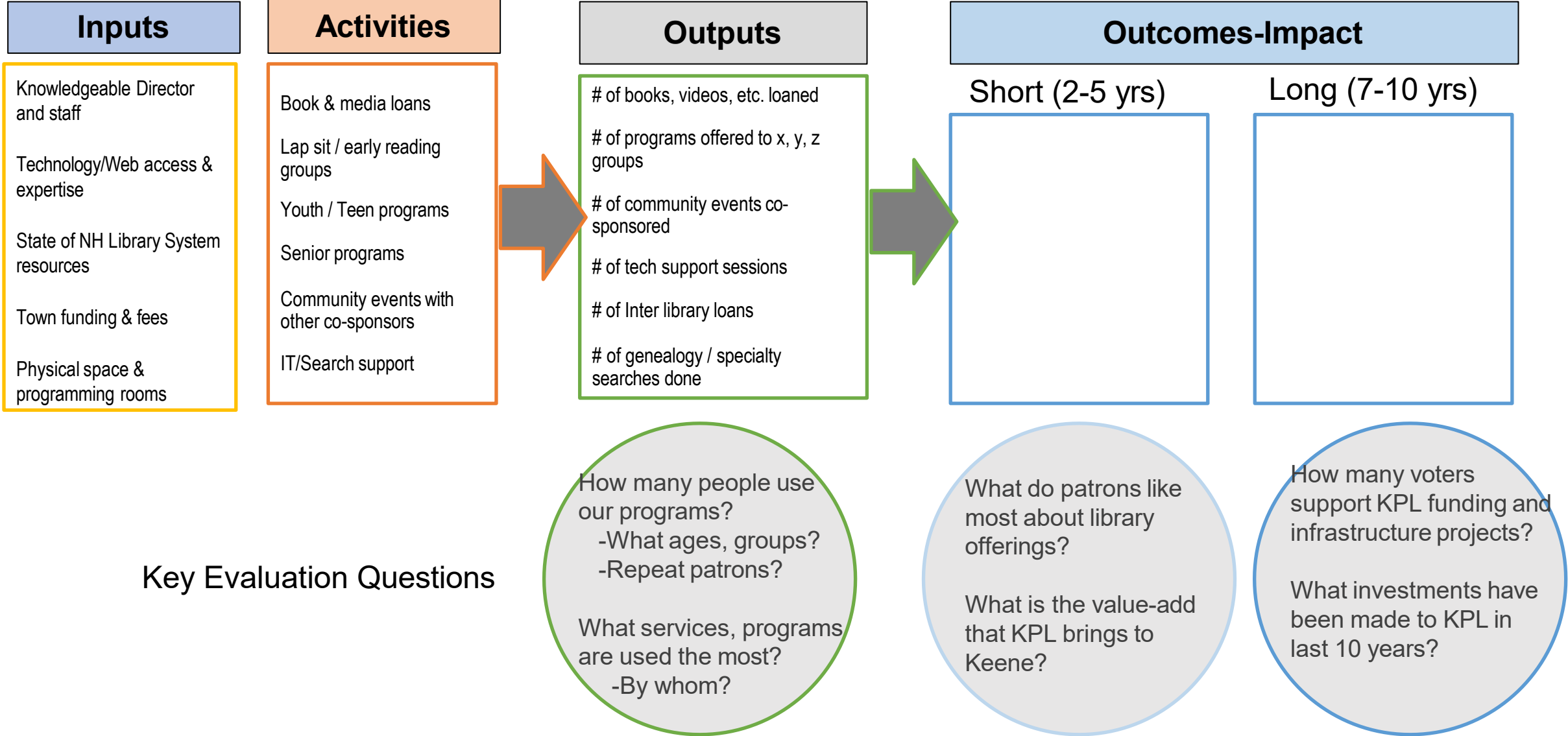
- ...to clarify outcomes of greatest interest?

- ...to identify potential data sources & measures?

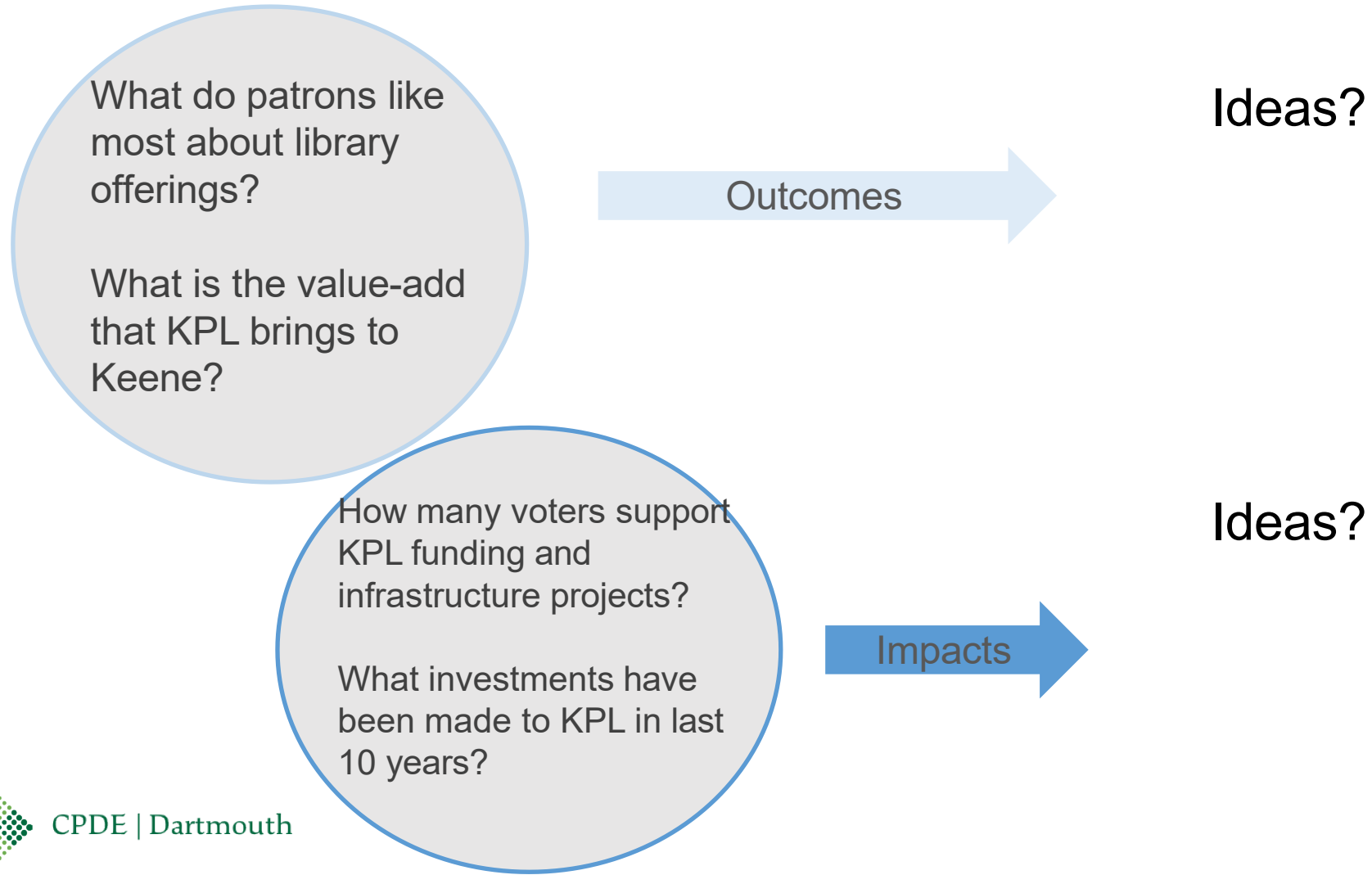
Keene Public Library Logic Model



Generating Evaluation Questions from the Logic Model



Questions → Methods & Data



DH Value Institute Learning Center

Vicky Adams, Principal Performance Improvement Consultant, DHMC

What we do and data currently collected

- number of students that we train and certify
- student feedback for every class we teach to assess where program improvement is needed
- projects that are executed (mostly Yellow belt for certification)
- data about Idea Board implementation and usage

Challenges

- Difficult to quantify the dollar value of the work or other "hard measures" due to lack of data
- Engagement scores may reflect value of the training but lack feedback about skills with CQI
- Engagement of high-level leaders in training is sparse



Evaluation Questions

What and how can we measure the impact of the training and project execution on the organization and system given the noted constraints (lack of data, limited leader engagement)?

How do we help high level leaders understand the value of the program and participate in training?

Case Discussion

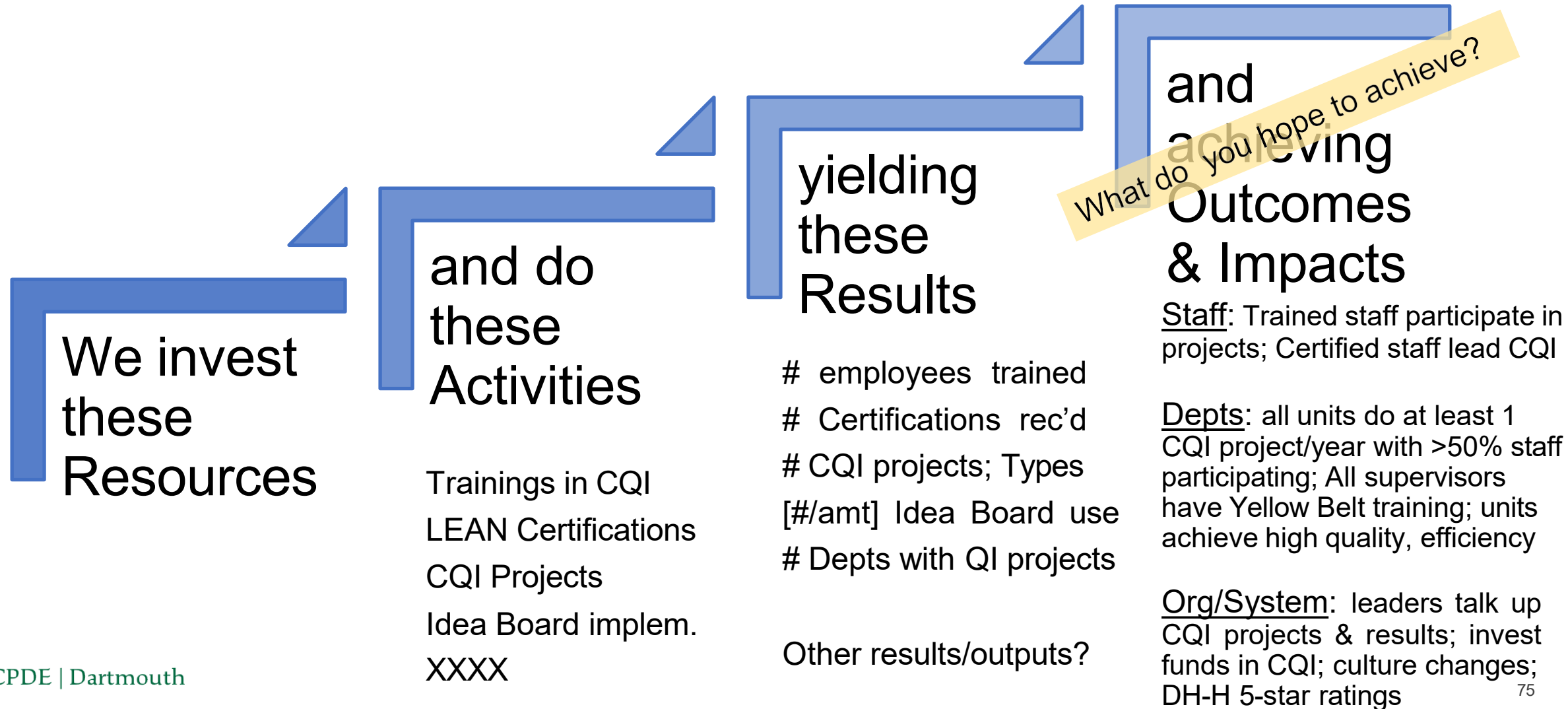
What could Vicky and her team do next...

- ...to identify impacts at the level of the organization?
- ...to identify potential data sources & measures?
- ...to engage leaders in the program?

**DRAFT
MODEL**


Current situation or goal	Inputs	Activities	Outputs	Outcomes/Impact Short, Med, Long term
What problem are we trying to solve?	What we invest by whom - resources (staff, partners)	What we do	How much, how well, to whom	What happens because of these activities
Increase capability and capacity for improvement work	<ul style="list-style-type: none"> -Blackbelts -Specialist (coordination & support) -Curriculum -Space -Tech -Tools & templates -The Book (LSS Guide for Improving HC) -PI staff training & education 	<ul style="list-style-type: none"> -Curriculum planning, accreditation, scheduling, communication, marketing, recruitment LT, YB, GB, E2Ws, L@DH -Class delivery -Coaching -Curriculum creation & revision -Document and track training & cert -Track projects -Idea board support -Recognition: <ul style="list-style-type: none"> --LPMR, GB, YB cert --SES planning, recruitment, delivery -Data collection & analysis of programs -Partner w/LLD -Present PI work (internal & external) 	<ul style="list-style-type: none"> # classes scheduled & accredited, # students registered/attend -Avg # Trained/Yr YB 274, GB 32, E2W 180, LT 49 -Avg # Certified/Yr YB 70, GB 82% -Class eval/feedback -Coaching hours: 82 - # Idea boards provisioned, education -Recognition for staff & consultants - # SES presentations - # SES attendees - # External presentations 	<ul style="list-style-type: none"> Short: <ul style="list-style-type: none"> -Program improvement -Improvement initiatives & projects -Employee ideas for improvement -Employee engagement -Sharing of CI work -Internal & external recognition Medium: <ul style="list-style-type: none"> -Larger projects -Relationships between practitioners Long: <ul style="list-style-type: none"> -Meet strategic goals -Employee development -External PI expertise recognition

Learning Center's Theory of Change



Target Outcomes & Impact → Measures

Staff: Trained staff participate in projects; Certified staff lead CQI  Ideas?

Depts: all units do at least 1 CQI project/year with >50% staff participating; All supervisors have Yellow Belt training; units achieve high quality, efficiency  Ideas?

Org/System: leaders talk up CQI projects & results; invest funds in CQI; culture changes; DH-H 5-star ratings  Ideas?

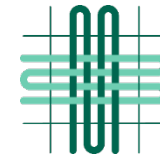
Questions & Discussion

Challenges and successes
that anyone would like to
share/discuss?





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Session 4: Gathering Data and Information about Your Program

Laura Bernstein, Ph.D.

Erin Knight-Zhang, Ph.D.

Sidney May, Ph.D.

November 20, 2025

Today's Plan

Developing your data collection strategy

Understanding different types of data

How to collect new data

Tips for using survey platforms

Survey best practices

Case study

Recap

**Program
Context**

**Program
Performance**

**Program
Effectiveness**

Current Situation

Program/Org Goal

Inputs

Activities

Outputs

Outcomes-Impact
Short-term Med-term Long-Term

**What
problem we
are trying to
solve?**

**What we
invest by
whom (staff,
partners)**

What we do

**How much,
how well, to
whom**

**What happens because of
these activities**

Needs

EVALUATION TYPES
Formative/Process

Outcomes

Impact

Needs Evaluation

Program Context

“

What are the most pressing issues or challenges currently facing our community?

Current Situation

Program/Org Goal

“

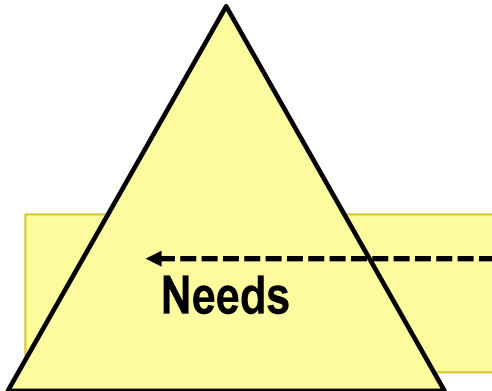
What services or resources are currently lacking or underprovided in the community?

What problem we are trying to solve?

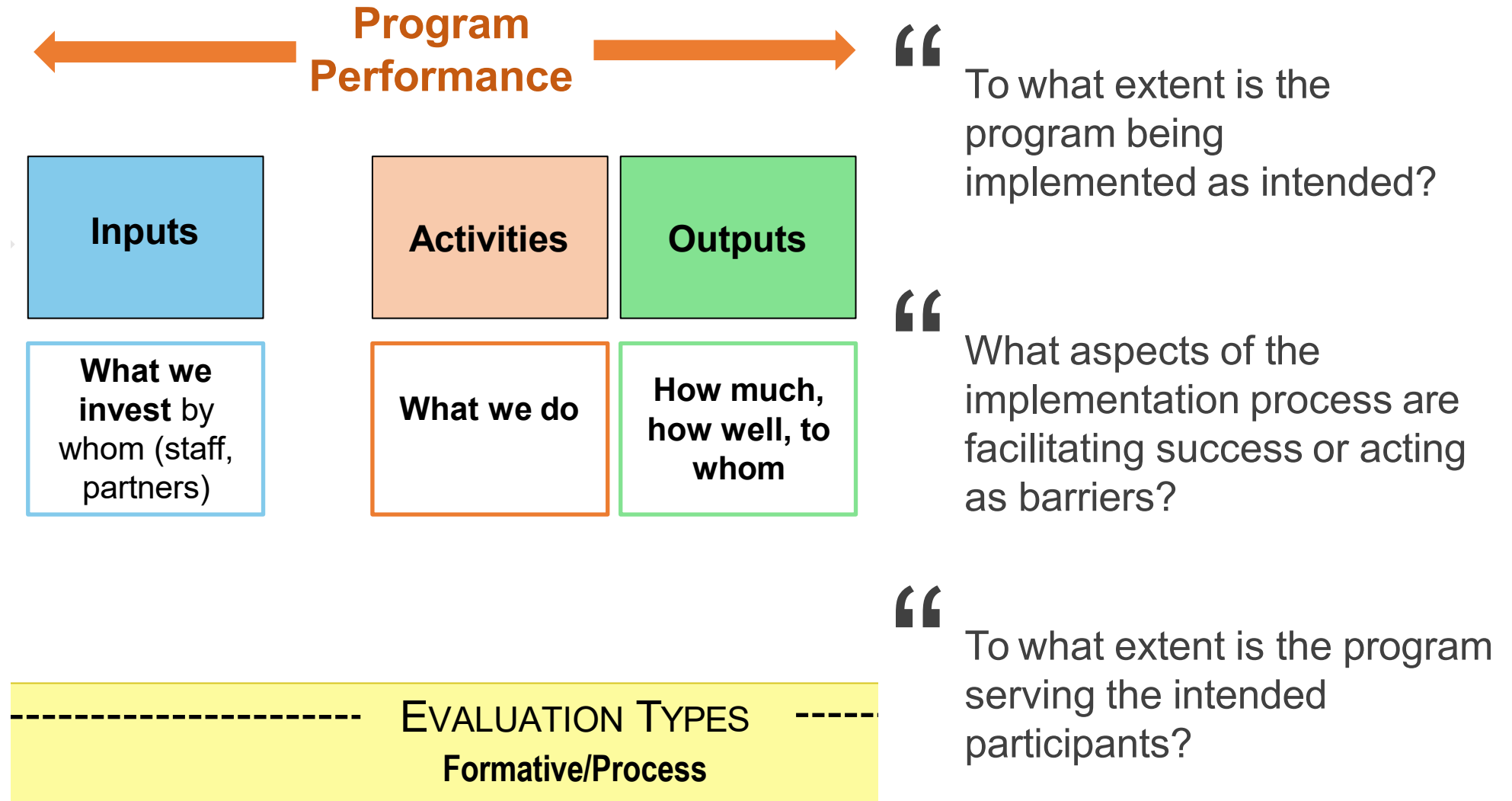
“

Which groups of people are most affected by the discrepancy between what is and what should be?

Needs



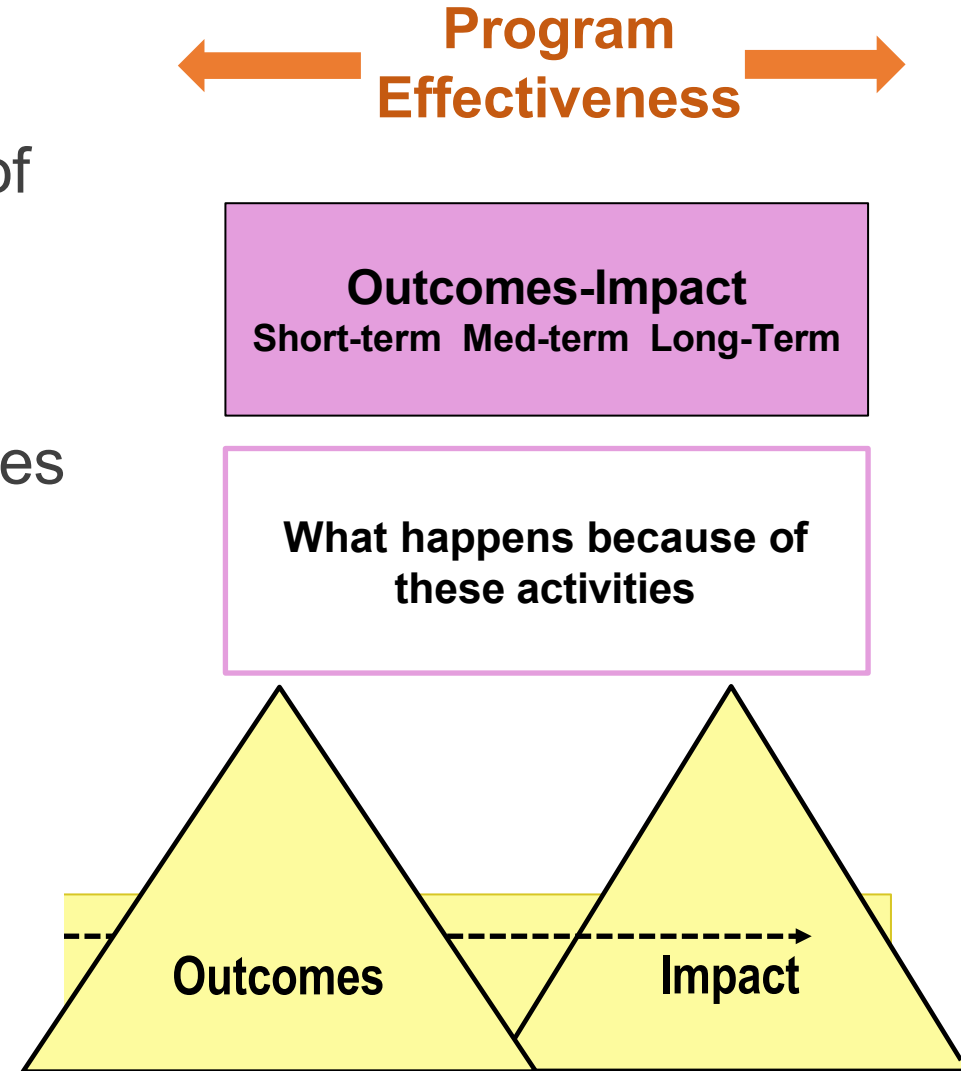
Formative/Process Evaluation



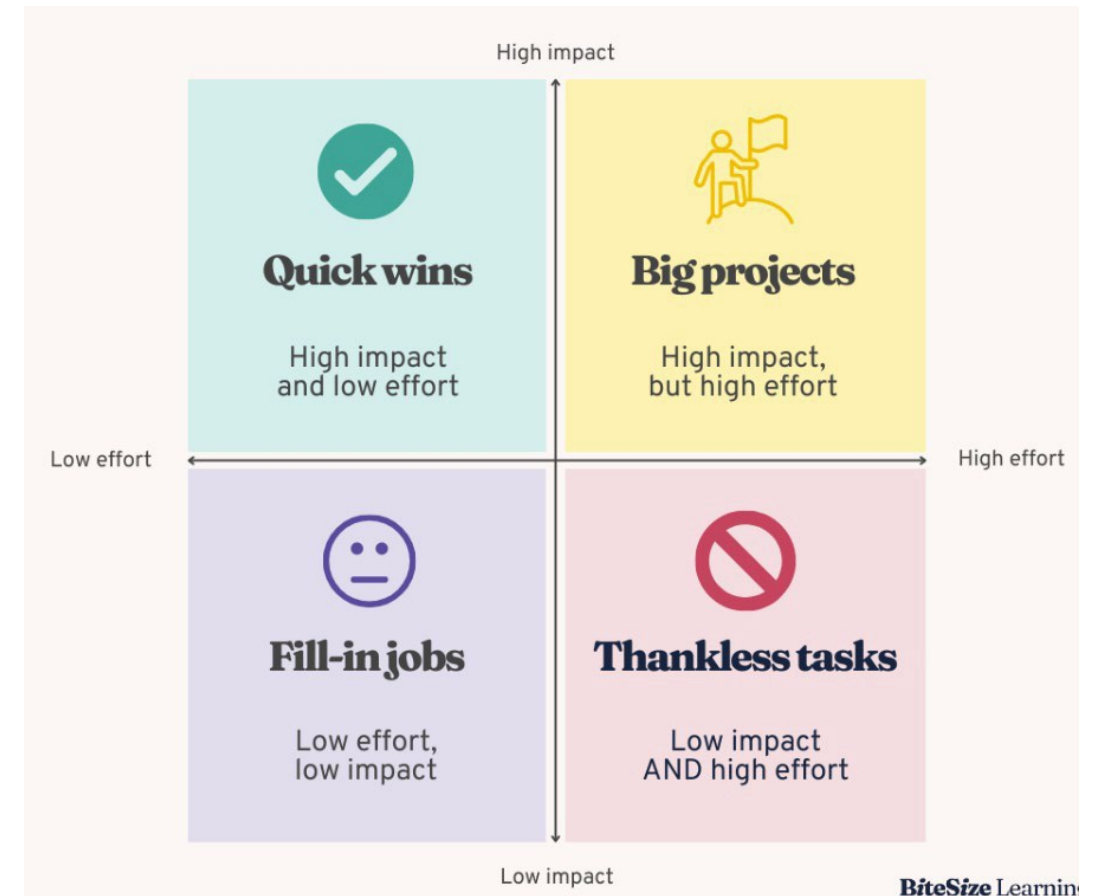
Outcomes & Impact (Summative) Evaluation



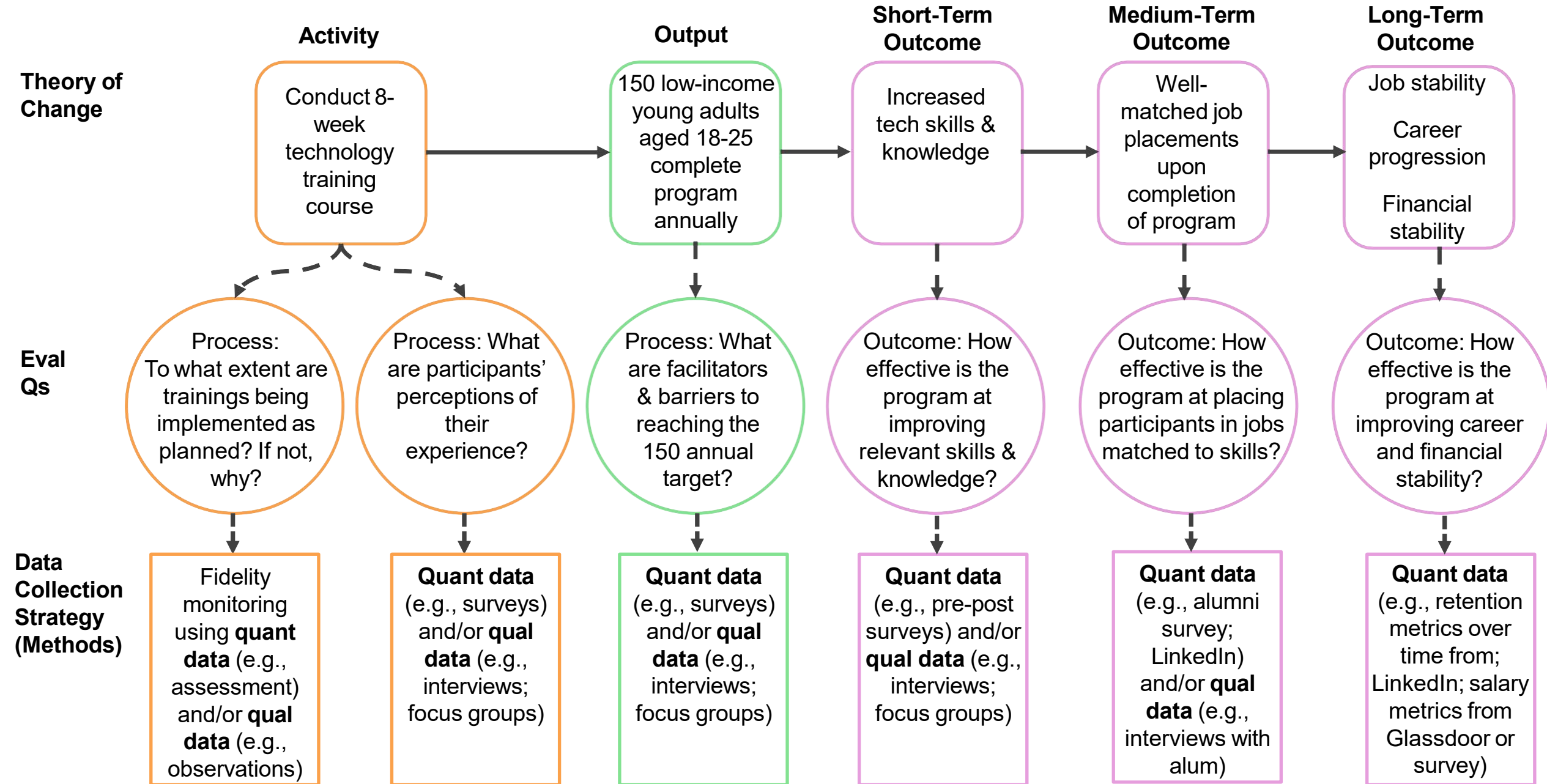
- “ What difference did this program make in the lives of the individuals who participated in it?
- “ What long-term changes occurred in participants' lives (employment, education, housing stability, etc.)?
- “ To what extent did the program meet its stated objectives?



Aligning your evaluation goals with your data collection strategy



Developing your data collection strategy – BSW Continued



Another data collection strategy format

Logic Model Component	Metrics	KPIs	Targets	Data Sources
Short-term outcome: Increased tech skills & knowledge	Pre- and post-program assessment scores	Average percent increase in assessment scores	90% of participants demonstrate improved technical skills and knowledge	Pre- and post-skill/knowledge assessments
Medium-term outcome: Well-matched job placements upon completion of program	Employment rates	% of graduates employed in positions aligned with their training and skillsets within three months of completion	At least 80% of participants secure employment in positions aligned with their training and skillsets within three months of completion	LinkedIn

Another data collection strategy format

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**Primary
(Active)
Data
Collection**

**Secondary
(Passive)
Data
Collection**

Types of Data Collection



Definition

Primary (Active) Data Collection

New or “original” data collected directly by you for a specific purpose



Resources

Can be time- and resource-intensive to collect data



Validity & Reliability

Depending on questions, can be more accurate and reliable because the data are specific to your needs



Example Sources

Surveys, assessments, focus groups, interviews, observations, case studies, photo journals, journal entries

Secondary (Passive) Data Collection

Data collected by others for some different, initial purpose (e.g., as part of regular operations)

Can be economical and fast to access previously-collected data

Could be relatively less accurate and reliable because data may or may not be specific to your needs

Document or record reviews, webpage traffic, meeting notes, LinkedIn, Glassdoor, Administrative data (e.g., GPAs; classroom attendance)

Types of Data Collection



Example Sources

Surveys, assessments, focus groups, interviews, observations, case studies, photo journals, journal entries

Document or record reviews, meeting notes, webpage traffic, LinkedIn, Glassdoor, Administrative data (e.g., GPAs; classroom attendance)

Types of Data Collection

Quantitative: Numeric (numbers-based; countable)

Answers “how much/many/often” and “to what extent” questions



Example Sources

Surveys, assessments, focus groups, interviews, observations, case studies, photo journals, journal entries

Document or record reviews, meeting notes, webpage traffic, LinkedIn, Glassdoor, Administrative data (e.g., GPAs; classroom attendance)

Types of Data Collection

Quantitative: Numeric (numbers-based; countable)

Answers “how much/many/often” and “to what extent” questions

Qualitative: Non-numerical (descriptive)

Answers “how” and “why” questions

Surveys, assessments, focus groups, interviews, observations, case studies, photo journals, journal entries

Document or record reviews, meeting notes, webpage traffic, LinkedIn, Glassdoor, Administrative data (e.g., GPAs; classroom attendance)



Example Sources

Types of Data Collection

Quantitative: Numeric (numbers-based; countable)

Answers “how much/many/often” and “to what extent” questions



Mixed Methods: The combination and integration of both quantitative and qualitative data

Qualitative: Non-numerical (descriptive)

Answers “how” and “why” questions

Surveys, assessments, focus groups, interviews, observations, case studies, photo journals, journal entries

Document or record reviews, meeting notes, webpage traffic, LinkedIn, Glassdoor, Administrative data (e.g., GPAs; classroom attendance)



Example Sources

Understanding what can't be captured easily

Some long-term impact statements

Limitations due to staff/participant burden

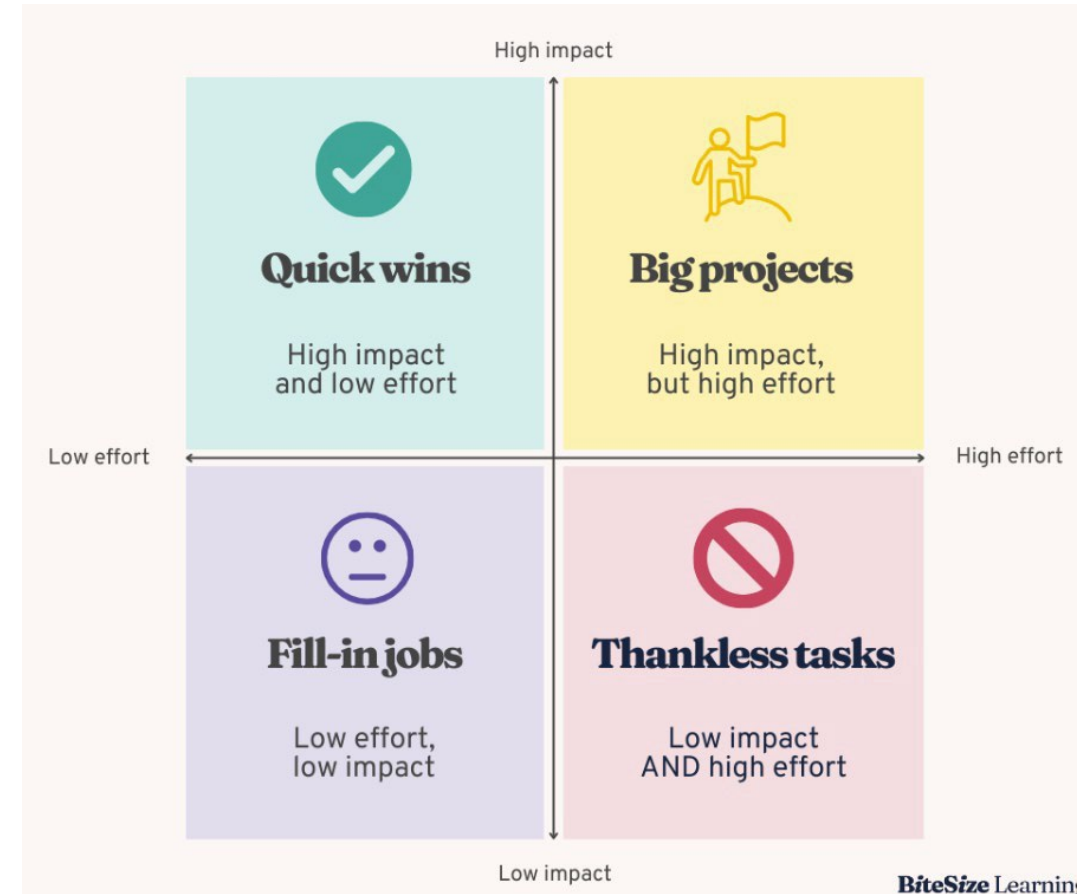
Limitations due to time/resources



Regularly ask yourself:

“How will this data be used?”

“What purpose does it serve?”



Collecting primary or new data



Collecting primary or new data

Consider
capacity
and **needs**



Is it necessary to collect new data, or can you answer questions with existing/secondary data? How will you use this data?

What are your time and budget constraints?

Multi-step process can take days/months

Budget considerations: personnel, tools required, incentives

Are participants readily available, or do you need to recruit them?

What is your capacity to recruit participants?

Tendency to **overestimate** ability to recruit

Consider how you will get in touch, **response rates**, motivation for participants

Collecting primary or new data

Engage stakeholders



Consider
capacity
and needs

Connect your eval
questions to your methods

Consult on needs, determine approach, etc.



Pilot,
finalize,
conduct

ilot, finalize,
program,
deploy

Collecting primary or new data

Engage stakeholders

Consider
capacity
and needs



**Connect your eval
questions to your methods**

Are your evaluation questions best answered through quantitative data, qualitative data, or a mix of both (time permitting)?

Quantitative

Purposes

Quantifying, prediction, generalizability, identify patterns and relationships

Uses

Answer “how much/many/often” and “to what extent” questions

Example Questions

How satisfied are participants with the program?

To what extent are X and Y related?

Qualitative

Purposes

Contextualization, interpretation, understanding perspectives

Uses

“Answer “why” and “how” questions, providing “richer” and “deeper” data

Example Questions

What are barriers and facilitators to access and *how* do they impact X?

Why are participants not satisfied?

Collecting primary or new data

For **quantitative** instruments...

Look for something that is already developed using a **literature search**

Determine which instruments are “**good**”

Determine your **access** to the instrument

If nothing exists, consider **adapting** or **creating** an instrument

Identify
highest
priority topics

Consider
question wording
and **flow**

Pilot,
finalize,
conduct

Instrument development

Instrument development



Consult the
literature to find
existing surveys



Use, adapt or
create a new
survey

Pilot, finalize,
program,
deploy

Brief notes on finding existing instruments

Consider search terms for literature search

Words & phrases about topic

Derived from your question

Consider access options

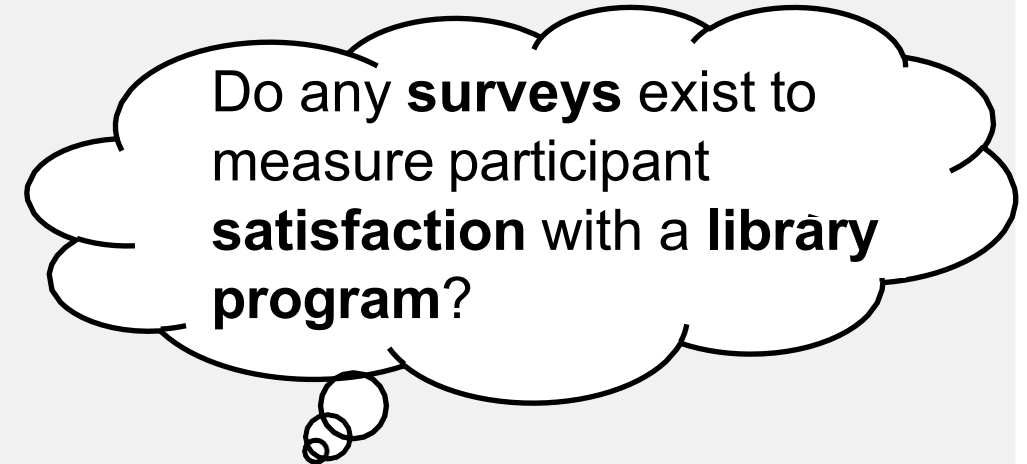
Google Scholar, Research Gate, academic log ins

Elicit AI

Proprietary surveys vs. requesting permission

Peruse publicly available surveys

e.g., PROMIS



Other Considerations

Data security

Paper vs. electronic surveys

Transcript deidentification

File naming

Ethical data collection

Obtaining consent

Scientific integrity

Ethical tenets (autonomy, justice, beneficence, non-maleficence)

TABLE 1. Ethical Tenets of Informed Consent and Scientific Integrity in Surveys

Ethical Tenet	Informed Consent	Scientific Integrity
Autonomy	<ul style="list-style-type: none"> • Right to participate in a survey or decline • Right to not answer specific questions 	<ul style="list-style-type: none"> • Participant should have decisional capacity to answer survey. • Survey questions should be appropriate for the audience (e.g., not contrary to participants' values, culture, beliefs).
Beneficence	<ul style="list-style-type: none"> • Understanding there may be no direct self-benefit from participating 	<ul style="list-style-type: none"> • Ensuring instrument has been tested for psychometric properties • Findings should be disseminated, inform future research, and, ultimately, be applied to clinical practice.
Nonmaleficence	<ul style="list-style-type: none"> • Information provided for fast access to psychosocial services in the event a survey elicits disturbing feelings for the participant 	<ul style="list-style-type: none"> • Information solicited that may be detrimental to the participant (e.g., knowledge of disease status that could affect insurance coverage) should not be able to be linked to the individual or shared with third parties. • Confidentiality needs to be maintained.
Justice	<ul style="list-style-type: none"> • Disclosure of populations given access to survey 	<ul style="list-style-type: none"> • Ideally, findings should be applicable to diverse populations. • Efforts should be made to eliminate or mitigate bias.

Surveys: Choosing your platform

Many tools with free or add-on options



Consider:

Question limit

Response limit

Skip, display logic

Data monitoring and exporting

Survey distribution

Individual vs anonymous links

What have you found frustrating when taking surveys?

Survey Checklist

For formulating items: *Does your survey...*

	Yes (1 point)	No (0 points)
Avoid formatting items as statements with agree/disagree response options...		
...And use questions with construct-specific response options instead		
Ask one item at a time (thereby avoiding multibarreled items)		
Use positive language (i.e., avoid <i>un-</i> , <i>in-</i> , <i>anti-</i> , etc.) to ease cognitive processing		
Avoid "reverse-scored" items		
Use item formats that answer your research questions of interest		
Formulating items subscore =	/ 6	

For crafting response options: *Does your survey...*

	Yes (1 point)	No (0 points)
Use an appropriate number of response options		
Include labels for all response options		
Use only verbal labels		
Balance the visual, numeric, and conceptual midpoint of the response options		
Visually separate nonsubstantive choices from the other response options		
Provide response options in only one row or only one column		
Response options subscore =	/ 6	

For formatting and organizing the whole survey: *Does your survey...*

	Yes (1 point)	No (0 points)
Ask the more important items earlier		
Include only items that apply to every respondent (or employ branching items)		
Use scales—not single items—when possible (especially for complex topics)		
Use a consistent visual layout		
Place sensitive items, such as demographic questions, later		
Formatting/organizing subscore =	/ 5	

Total score^a =	/ 17
----------------------------------	-------------

^aAlthough there is no absolute target score, a quick tally of the number of "yes" check marks should allow for the comparison of different survey instruments.

ACADEMIC MEDICINE

Gehlbach & Artino, 2018

Survey Best Practices



Manage the length

Progress indicators keep people engaged

How are you going to use your results?



Compensation

Does not have to be monetary

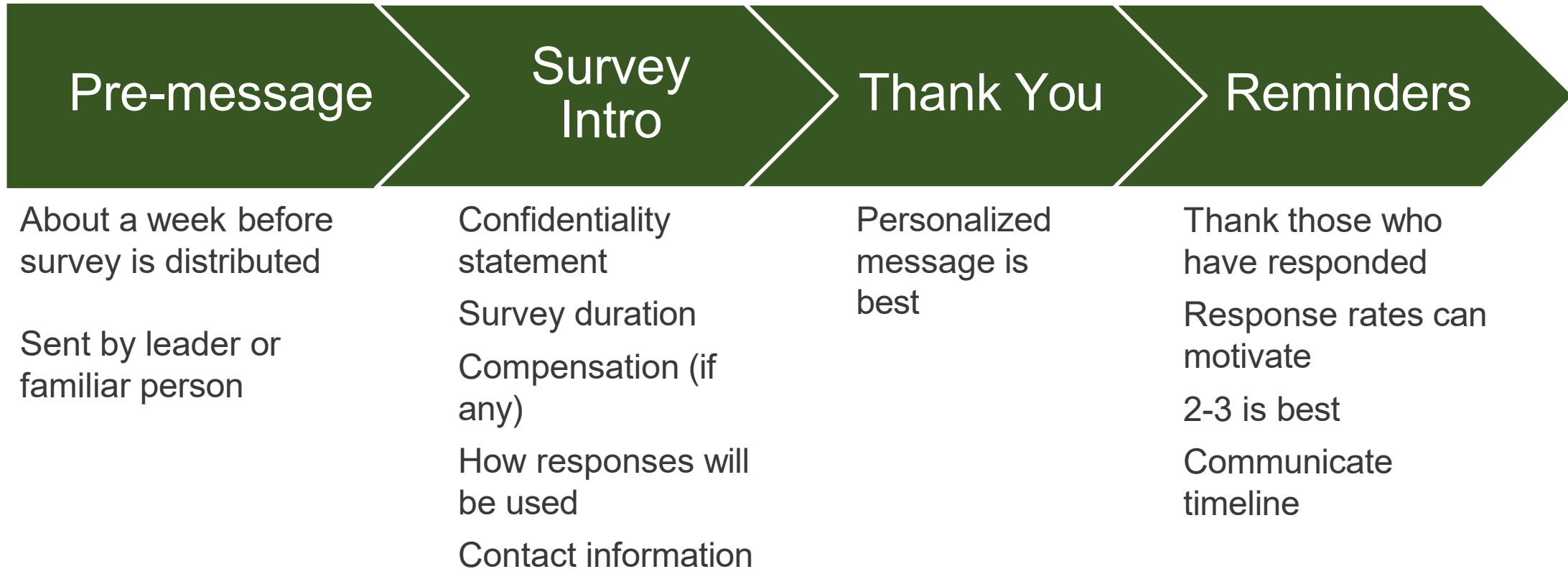
Explicitly state the value of their responses (especially if it will help them!)



Consider layout and visual appeal

Page breaks, transition between sections, matrix items, keep white space

Communication Best Practices



How to ask a good question

- 1 Questions/Items
- 2 Response Options
- 3 Question Order
- 4 Pilot testing

1. Questions/Items

Avoid leading questions

How much did the career coaching you received through Blue Sky Works improve your confidence?

1. Questions/Items

Avoid leading questions

How much did the career coaching you received through Blue Sky Works improve your confidence?

What impact, if any, did Blue Sky Work's career coaching have on your confidence?

1. Questions/Items

Avoid leading questions

Ask one question at a time (no double-barreled questions)

Approximately how often does your career coach provide feedback and encouragement?

1. Questions/Items

Avoid leading questions

Ask one question at a time (no double-barreled questions)

Approximately how often does your career coach provide feedback and encouragement?

Approximately how often does your career coach provide feedback on your career goals?

1. Questions/Items

Avoid leading questions

Ask one question at a time (no double-barreled questions)

Aim for sixth-grade reading level

Be clear about time frames (e.g., past month, last seven days, currently)



2. Response Options

Use context-specific response options

Consider alternatives to Agree – Disagree



2. Response Options

How much do you agree with the following statement? “I am satisfied with the career coaching I received through Blue Sky Works.”

- ☐ Strongly disagree
- ☐ Disagree
- ☐ Neither agree nor disagree
- ☐ Agree
- ☐ Strongly agree

2. Response Options

How much do you agree with the following statement? “I am satisfied with the career coaching I received through Blue Sky Works.”

- ☐ Strongly disagree
- ☐ Disagree
- ☐ Neither agree nor disagree
- ☐ Agree
- ☐ Strongly agree

How satisfied are you with the career coaching you received through Blue Sky Works?

- ☐ Not at all satisfied
- ☐ Somewhat satisfied
- ☐ Moderately satisfied
- ☐ Very satisfied
- ☐ Extremely satisfied



2. Response Options

Use context-specific response options

Consider alternatives to Agree – Disagree

Number of options matters

Consider how you are analyzing data

5 to 7 options is usually best

How helpful is having a neutral option?





2. Response Options

Use context-specific response options

Consider alternatives to Agree – Disagree

Number of options matters

Consider how you are analyzing data

5 to 7 options is usually best

How helpful is having a neutral option?

Order of options matters

Keep things consistent (e.g., least to most, worst to best)

Make it easy for respondents, reduce likelihood of mistakes





2. Response Options

Use context-specific response options

- Consider alternatives to Agree – Disagree

Number of options matters

- Consider how you are analyzing data

- 5 to 7 options is usually best

- How helpful is having a neutral option?

Order of options matters

- Keep things consistent (e.g., least to most, worst to best)

- Make it easy for respondents, reduce likelihood of mistakes

Use open-ended questions sparingly

- Tend to have low response rates

- You may be faced with sensitive data



3. Question Order

First few questions

- Ease respondents into the survey

- Things like their role or position, experience with topic of interest

Important questions: Keep towards the beginning

- Response rates will be highest for earlier questions

Sensitive questions, demographics: Put towards the end

- Reduce stereotype activation

Test Your Survey

Who are your stakeholders?

Patients, community members, students, etc.

Not someone involved in survey design

A few options

Allow them to take the survey themselves and provide feedback (pilot testing)

Guide them through the survey and ask specific questions (cognitive interviewing)

Feedback should include

Completion time

Interpretation and ease of questions

Are response options comprehensive?

Any missing questions?

Case Example

Sherri Billings, Program Manager

MCD Global Health

MCD Global Health

Brief description of MCD Global Health goals and activities

Facilitate a clinical ECHO for Maine pediatric providers, their clinical teams, and non-clinical behavioral health professionals that has been ongoing for 3 years (46 sessions!)

Created and used a 5-question survey since the ECHO launched to gather consistent data over time for program feedback and refinements

Recently created a 3-year impact report using the data

Discussion Questions

What changes should (or could) be made to the survey going into the future?

How could interviews with participants and subject matter experts help us tell a powerful impact story?

Would like to create a video → what is best deployment strategy?

Additional Questions to Consider

What changes should (or could) be made to the survey going into the future?



“How will this data be used?”

“What can/can’t we speak to using the current survey results?”

“What would we gain/lose from editing the survey?”



Understanding Current Survey & Aligning Edits with Goals

What changes should (or could) be made to the survey going into the future?

Current Survey Question	Purpose/Construct it Taps (how the data is used)	Potential Edits
1. How well were the session objectives met?		
2. What part of this session was most helpful to your learning?		
3. As a result of this activity, list one or two things that you plan to change in your practice.		
4. Please rate your agreement with the following statement: The ECHO Learning session has my ability confidence to care for complex pediatric cases.		
5. How likely are you to recommend the ECHO Learning Series to a colleague?		

Additional Questions to Consider

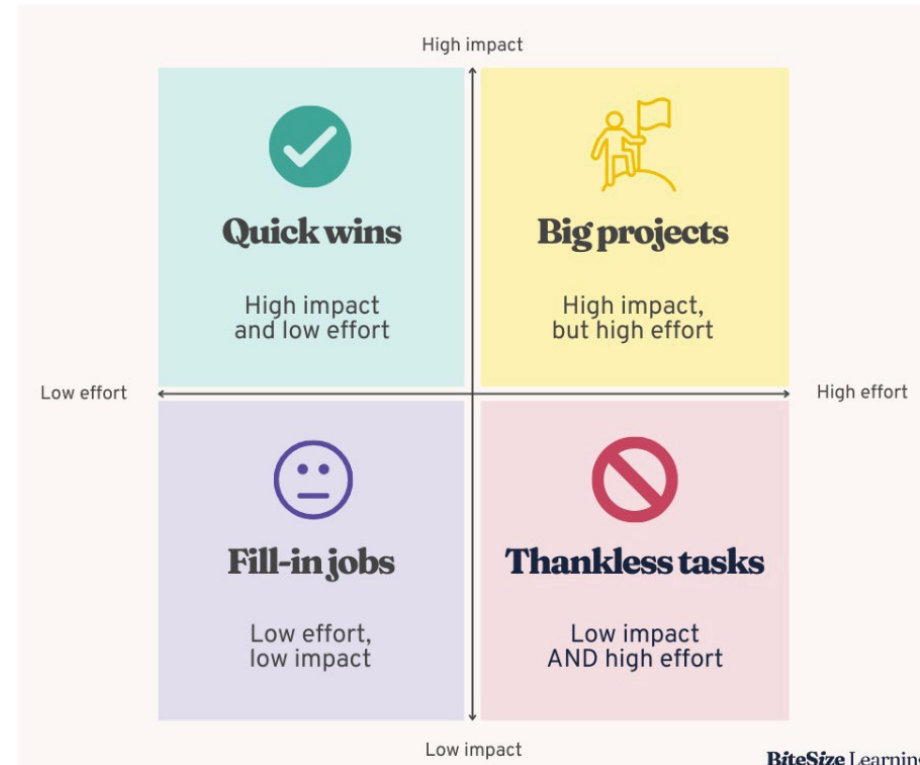
How could interviews with participants and subject matter experts help us tell a powerful impact story?



“How will this data be used?”

“What are the most important questions to ask during interviews?”

“Do we have the time/resources to dedicate to this data collection and analysis?”



Aligning Interview Questions with Goals

How could interviews with participants and subject matter experts help us tell a powerful impact story?

Interview Question	Purpose/Construct it Taps (how the data will be used)
1.	
2.	
3.	
4.	
5.	

Resources

- Gehlbach & Artino (2018) article with survey checklist:
<https://doi.org/10.1097/ACM.0000000000002083>
- Flesch Kincaid Reading Level Calculator: <https://serpninja.io/tools/flesch-kincaid-calculator/>
- Institute of Education Sciences (IES) template for aligning data collection strategy with logic model components:
https://ies.ed.gov/ncee/rel/regions/west/pdf/AligningData_and_Measures_to_Outputs_and_Outcomes_LogicModel.pdf
- Selecting and using keywords: https://www.youtube.com/watch?v=r6kjt2Mt_4w



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Appendix

Consulting the literature

Look for something that is already developed using a **literature search**

Determine which instruments are “good”

If nothing exists, consider **adapting** or **creating** an instrument



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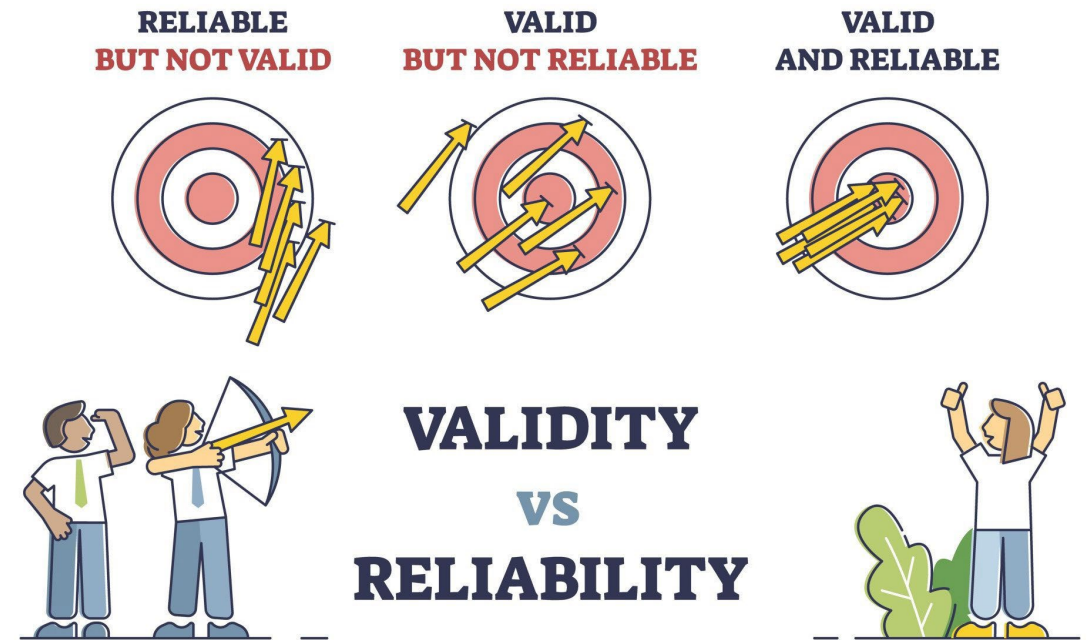


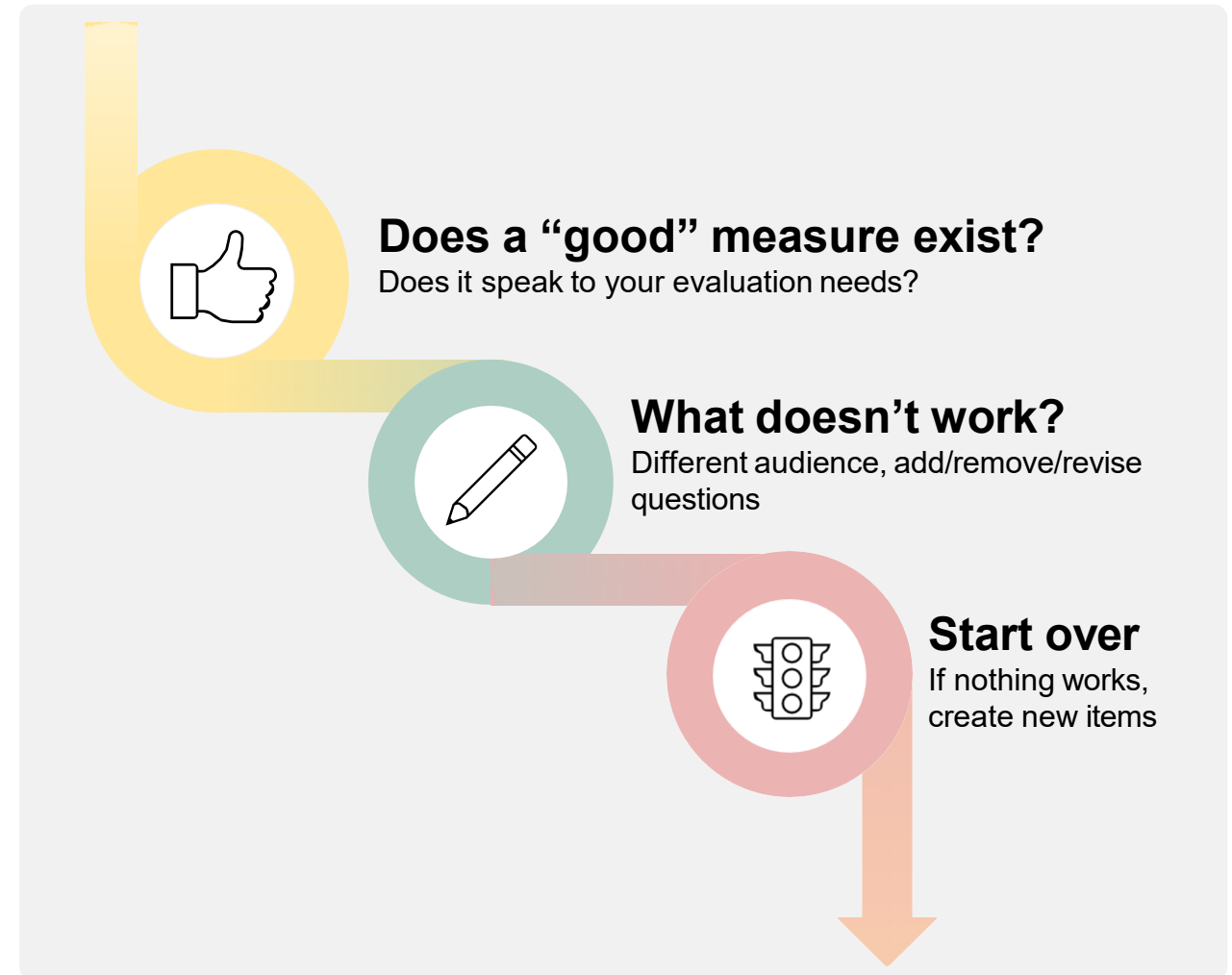
Image from simplypsychology.org

Consulting the literature

Look for something that is already developed using a **literature search**

Determine which instruments are **“good”**

If nothing exists, consider **adapting** or **creating** an instrument



Some context-specific items

In the past six months,
approximately how often
have you...?

Never | Rarely | Sometimes | Often | Very Often

How familiar are
you with....?

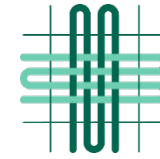
Not at all familiar | Somewhat familiar | Moderately familiar
Very familiar | Extremely familiar

In your opinion, how much
value does ____ program
have for students?

None | Only a little | Some | A lot | Quite a bit



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Session 5: Making Sense of Data

Laura Bernstein, Ph.D.

Erin Knight-Zhang, Ph.D.

December 4, 2025

Today's Plan

Planning Data Analysis

Systematic Data Tracking

Data Cleaning, Management, Analysis

Data Visualization

The role of AI

Creating Reports & Data Summaries

Process of Data Collection, Analysis and Reporting

The Three Steps of Nonprofit Measurement, Evaluation, and Learning



Define outcomes and metrics
Sessions 1-3



Measure metrics with data
Session 4

Session 5 (today)

Planning data analysis
Preparing data for analysis
Analyzing data
Reporting data



Learn and improve through data

Stakeholder Input

The Three Steps of Nonprofit Measurement, Evaluation, and Learning



Stakeholders: individuals who are invested in or affected by the program

Potential Roles:

- Identify primary audience
- Develop report/dissemination plan
- Determine use of evaluation findings
- Verify results
- Develop recommendations

Planning Data Analysis

Evaluation Question	Purpose	Data		Analysis/ Visualization	Audience
What are participants' perceptions of their experience?	Assess process	(Survey) To what extent were the session objectives met?	➔	Descriptive statistics (% very much) Bar graph	Funder, program staff
		(Survey) How effective was the training format in meeting your needs?	➔	Descriptive statistics (% very much) Bar graph	Funder, program staff
How effective is the program at improving relevant skills and knowledge?	Assess outcomes	(Survey) To what extent did the training change your knowledge of the topic?	➔	Descriptive statistic (% knowledge increase) Dumbbell plot	Funder, program staff

Systematic Tracking

How will you use your data?

Grant reporting, internal quality improvement, marketing, program impact/development

Track across data sources

Administrative Data – program enrollment and completion numbers

Surveys – number distributed, number complete, timing of completion

Interviews – number of invitations, number of interviews complete

Consider spreadsheets to keep track of progress

Map your data onto program goals, eval questions

Note targets and progress

What time periods make sense? (Monthly, quarterly, yearly)

How much experience do you have...

Using formula functions (e.g., sum, proportions) in Microsoft Excel?

1. None
2. A little
3. A lot

Consolidating your data from multiple sources in Excel (e.g., surveys, administrative data)

1. None
2. A little
3. A lot

Tracking Enrollment: 8 Week Technology Training

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Number of Participant Drop Outs after each week										Total Drop Outs		
2	Year	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8		Total (first 4 weeks)	Total (full 8 weeks)	
3	2023	0	3	1	2	1	0	2	0		6	9	
4	2022	5	0	0	4	3	6	0	0		9	18	
5	2021	4	1	4	0	2	3	1	0		9	15	
6	2020	8	2	3	1	5	0	0	2		14	21	
7													

= sum()

	A	B	C	D	E	F	G	H
1	Yearly Enrollment Rates							
2	Program Arm	Year	Number Enrolled	Number at Halfway	Number Complete	Completion Rate	First Half Drop Out Rate	Second Half Drop Out Rate
3	Technology training	2023	150	144	141	94.0%	4.0%	6.3%
4	Technology training	2022	150	141	132	88.0%	6.0%	12.8%
5	Technology training	2021	150	141	135	90.0%	6.0%	10.6%
6	Technology training	2020	150	136	129	86.0%	9.3%	15.4%

= E6/C6

Dashboards

Allow you to monitor your data as it is collected

Helpful if need to regularly report on program activities at different sites

A few options:

- Excel

- Qualtrics reports

- Tableau Public (free)

Tableau Public

- Steeper learning curve

- Good if you have the time to learn and need to report regularly

 - Extensive online resources: community forum, YouTube and blog tutorials

- Anyone can access and view your data visualizations

Data cleaning

Survey platform or collection system may already create graphs or charts, BUT

Some basic data cleaning should be considered

Do all respondents meet your criteria for inclusion? (job role, geographic location, etc.)

How complete should responses be?

If available, check length of time to complete

Scale scoring and data checking

Data Management Best Practices

Keep a sheet of raw, unedited data

Store identifying information separately – use participant IDs

Data dictionary/codebook – what is available from your data collection platform?

Decision tracking

Annotate your work

Data Analysis

	Descriptive Statistics	Inferential Statistics
What does it do?	Summarizes and describes *your* data	Test hypotheses, make inferences about larger population

Data Analysis

	Descriptive Statistics	Inferential Statistics
What does it do?	Summarizes and describes *your* data	Test hypotheses, make inferences about larger population
Examples	Mean, Range, Frequencies, Percentages, Standard Deviation	Correlations, p-values, t-tests, regressions

Data Analysis

	Descriptive Statistics	Inferential Statistics
What does it do?	Summarizes and describes *your* data	Test hypotheses, make inferences about larger population
Examples	Mean, Range, Frequencies, Percentages, Standard Deviation	Correlations, p-values, t-tests, regressions
Pros	Good for small sample sizes Data does not need to meet certain assumptions	You can draw more conclusions and generalize beyond your data
Limitations	You are limited in generalizing beyond those in your sample	Requires at least ~30 responses Data must meet certain assumptions

Descriptive Statistics

What you can say:

How do assessment scores change from before the program to after?

What you can't say:

What effect does this program have on assessment scores?

Descriptive Statistics

What you can say:

How do assessment scores change from before the program to after?

How does group A compare to group B on post-program assessment scores?

What you can't say:

What effect does this program have on assessment scores?

Is being in group A correlated with higher post-program scores?

General language to avoid:



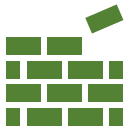
Significant
Cause/causation
Effect
Correlate/correlation

Data Visualization

First, consider whether a graph or figure is necessary

Single numbers or percentages may stand alone

Next, think about what are you trying to communicate



Composition – parts of a whole



Trend over time



Comparison – between groups, response options



Relationship – between variables

Chart Chooser

HOW TO CHOOSE THE RIGHT QUANTITATIVE CHART

When a single Number is Important

Big Number

23%

Icon Array



Pie/Donut



When there are Parts of A Whole

Don't Visualize



Pie/Donut



Bar/Column



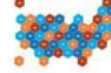
Lollipop



Tree Map



Map



How 2 + Numbers are Alike or Not

Clustered



Back-to-Back



Dot Plot



Dumbbell Dot



Proportion Plot



Small Multiples



What the Survey Says

Bar/Column



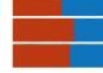
Stacked Bar



Diverging Bar



Aggregated Bar



Ridge Plot



Nested Boxes



Hey, Things Changed Over Time

Line



Stacked Column



Deviation Bar



Slopegraph



Bump Chart



Sankey



How we are Better or Not than a Benchmark

Benchmark



Combo



Overlapping



Bullet Chart



Indicator Dots



Source: Evergreen Data Quantitative Chart Chooser by Dr. Stephanie Evergreen

Excel can be a powerful tool

I should get paid well for my dataviz skills.



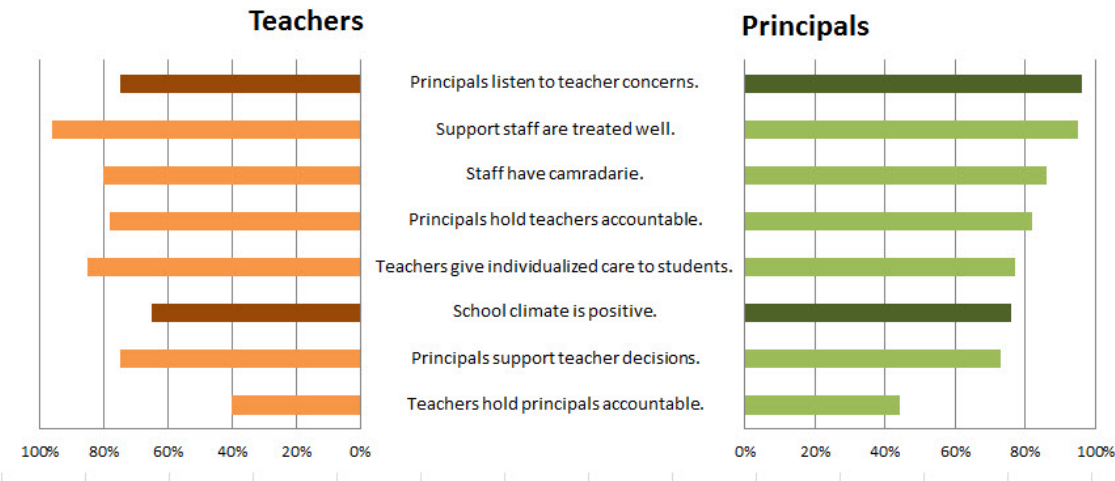
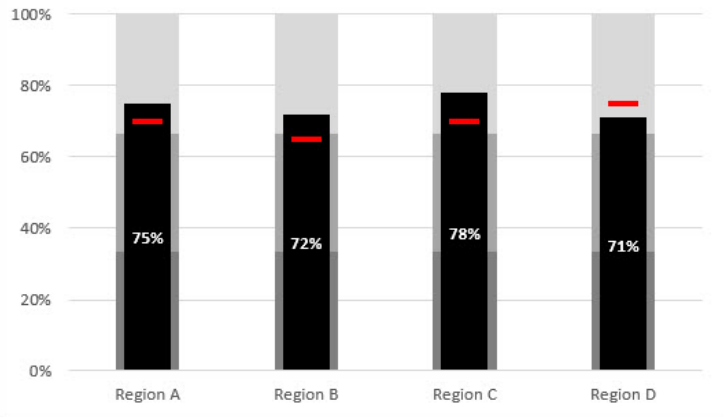
I can manipulate Excel to do what I want it to do.



I would call myself a data nerd.



All regions except D met revised performance targets this quarter.
What's up, Region D?



Using AI Responsibly

Do not share raw or identifiable data on an AI platform

Specificity is key

Tool you are using, what you want to do, what exactly you are looking for
(code, instructions, efficiency)

Don't assume it is right

Analysis may have errors

Currently, no strong options to create data visualizations for you

Use it as a tool for learning

How can you work toward independent data analysis?

Idea generation

Tips for Creating Reports & Summaries



Think about your audience



Identify your main messages



Consider approach and organization



Connect data & viz back to points



Make it digestible & actionable

Determining the Audience

Directions: Use the table below to begin determining your audience for dissemination.

- Audience groups:** What are the large groups of people who need to hear about your findings? (For example, parents, staff, funders, staff from outside organizations, community members, state education agency officials.)
- Specific individuals or organizations:** Are there specific individuals or subgroups within the larger groups who you want to target? Are there organizations such as intermediaries that may be able to help you access the audience?
- Purpose:** Why does the audience need to hear about your findings? What do you hope to gain by sharing the findings with them?
- Use of findings:** How will the audience groups you identify use the findings? What will they learn from the findings?

Audience Group	Specific Individual or Organization	Purpose	Use of Findings
Example: Parents	Jill Ramos (Parent-teacher organization president)	Support for the initiative	To understand how the program improved outcomes for their children
Example: Funder	Lin Yu (Program officer)	Continued funding	To understand if the program achieved its goals and if it should continue to be funded

Summary Template

What are the three most important findings from your evaluation?
Example: *Ninety percent of math tutors who received training from AMMP! indicated that they felt ready to use the effective techniques.*

-
-
-

Explain the topic in plain language. (How would you explain it in basic terms to your next-door neighbor?)
Example: *The middle school implemented AMMP! after the district received a grant to improve middle school math instruction. AMMP! is an after-school program that provides tutoring, math extension activities, field trips, and other social activities. Training for tutors is critical to making sure that students receive high-quality math tutoring.*

Which of the following will be affected by the findings?
Example: *With 90 percent of the tutors ready to provide tutoring services for AMMP!, we anticipate changes in student outcomes.*

- Instructional practice
- Student outcomes
- Policy
- Other

Where can the reader find more information?
Example: *You can find our full report and a link to details about AMMP! on the district website.*

Report Title

Executive Summary

Here is a 1- or 2-page summary of the primary points of the report.

Background and Purpose

Here is a summary of context that is important for the report.
Statement of the purpose of the report.

Methods

How did you get the data? Who were the participants? What procedures did you follow?

Results

Here is a breakdown of findings, organized in a way you determine to be most effective (e.g., by evaluation question).

How effective was the program at improving skills?
Narrative and data displays.

How effective was the program at placing participants?
Narrative and data displays.

Recommendations and Lessons Learned

Interpretation of findings and recommendations rooted in the data.

Tips for Creating Reports & Summaries



Think about your **audience**

Identify your **main message**

- Who **needs** to hear about your findings?
- How can you **communicate** with them?
- What is their technical expertise?
- What is **culturally appropriate**?
- What are their **perceptions** and attitudes?
- How might **their preferences** influence the results?
- How might the results be **filtered**?



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Example: <i>Funder</i>	<i>Lin Yu (Program officer)</i>	<i>Continued funding</i>	<i>To understand if the program achieved its goals and if it should continue to be funded</i>

Tips for Creating Reports & Summaries



What is your program’s **change story**? What’s the story?


What do you want people to **take away** from the report?

What **actions** do the data suggest they should take?

How might your **findings be useful** to your intended audience?

What **questions** would your audience have about the report?

What are **your biases** that might influence how you write the report?



Summary Template

What are the three most important findings from your evaluation? Example: <i>Ninety percent of math tutors who received training from AMMP! indicated that they felt ready to use the effective techniques.</i>	
1.	
2.	
3.	
Explain the topic in plain language. (How would you explain it in basic terms to your next-door neighbor?) Example: <i>The middle school implemented AMMP! after the district received a grant to improve middle school math instruction. AMMP! is an after-school program that provides tutoring, math extension activities, field trips, and other social activities. Training for tutors is critical to making sure that students receive high-quality math tutoring.</i>	
Which of the following will be affected by the findings? Example: <i>With 90 percent of the tutors ready to provide tutoring services for AMMP!, we anticipate changes in student outcomes.</i>	
<ul style="list-style-type: none"> Instructional practice 	<ul style="list-style-type: none"> Student outcomes
<ul style="list-style-type: none"> Policy 	<ul style="list-style-type: none"> Other _____
Where can the reader find more information? Example: <i>You can find our full report and a link to details about AMMP! on the district website.</i>	

Tips for Creating Reports & Summaries



Think about
your
audience



Identify your
main
messages



Consider
approach and
organization



Connect data
& viz back to
points



Make it
digestible &
actionable

Evaluation brief

Evaluation report

In-person meeting with slides

Data dashboard

Other options (e.g., infographics, videos)

Tips for Creating



Think about
your
audience

Identify your
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Evaluation brief

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Tips for Creating Reports & Summaries



Think about
your
audience

Identify your
main
messages

Evaluation brief
Evaluation report
In-person meeting with slides
Data dashboard
Other options (e.g., infographics, videos)

Summary of Key Findings

Many staff report that families are **overwhelmed** and **engagement depends on the family**
Facilitators/barriers to engagement include **individual/family** and **organizational/systemic** factors, and **mental health**
Mismatch between **higher need**; the **with telehealth**, the **level of burnout** and **Telehealth** has been **COVID** has caused **FRC and clinic set** barriers and facilitat
Staff still **value scree** opportunities for str

“Everybody, we're all
weathering the same storm, but
we all have different boats.”

-Clinic staff member



Individual/Family
Mental health & stressors
Childcare
Transportation
Communication needs
Employment
Work hours

Organizational/Systemic
Provision of supports
Care coordination
Staff capacity
Flexibility in communication
Waitlists
Hours available

Make it
digestible &
actionable



Photo by Marcus Woodbridge on Unsplash

Tips for Creating Reports & Summaries



Think about
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approach and
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Make it
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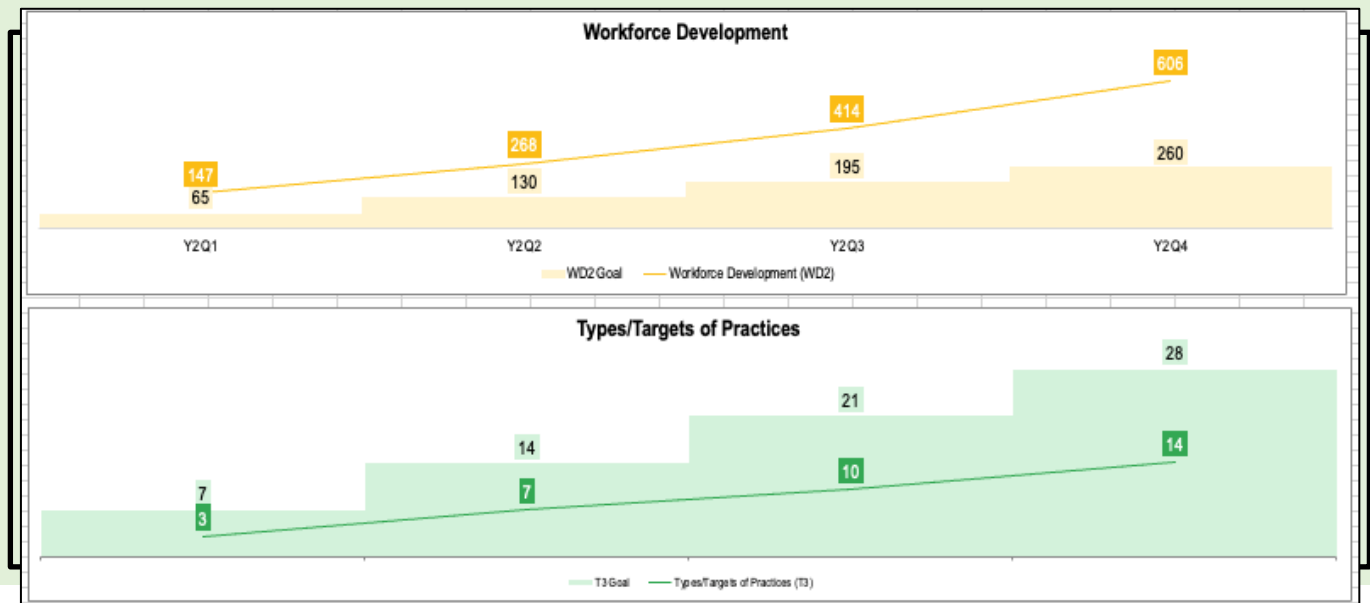
Evaluation brief

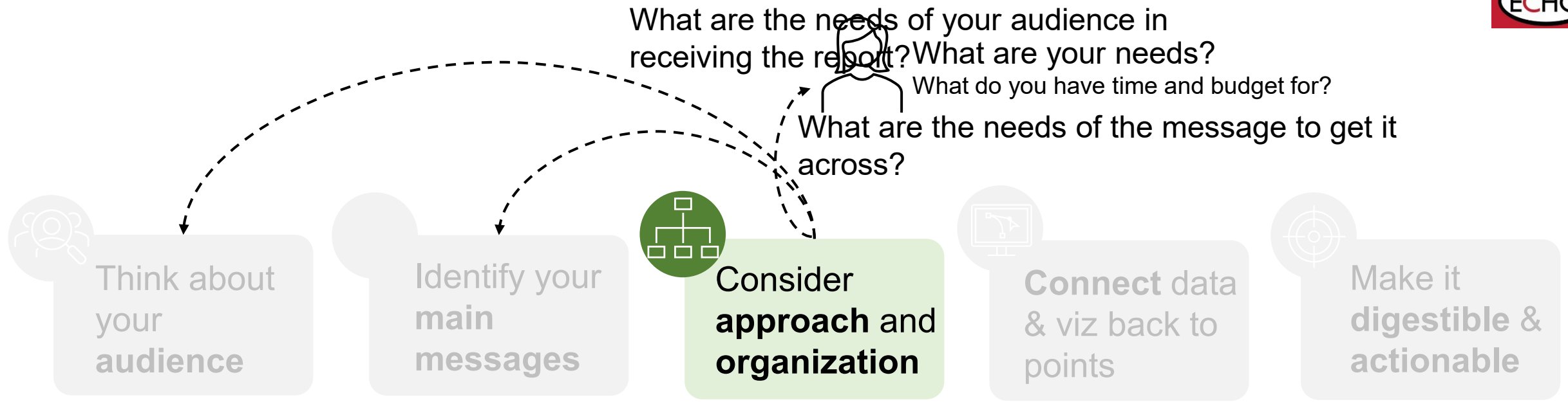
Evaluation report

In-person meeting with slides

Data dashboard

Excel, Tableau Public, Qualtrics





Evaluation brief
 Evaluation report
 In-person meeting with slides
 Data dashboard
 Other options (e.g., infographics)

Tips for Creating Reports & Summaries

HOW TO CHOOSE THE RIGHT QUANTITATIVE CHART

When a single Number is Important	Big Number 	Icon Array 	Pie/Donut 			
When there are Parts of A Whole	Don't Visualize 	Pie/Donut 	Bar/Column 	Lollipop 	Tree Map 	Map
How 2 + Numbers are Alike or Not	Clustered 	Back-to-Back 	Dot Plot 	Dumbbell Dot 	Proportion Plot 	Small Multiples
What the Survey Says	Bar/Column 	Stacked Bar 	Diverging Bar 	Aggregated Bar 	Ridge Plot 	Nested Boxes
Hey, Things Changed Over Time	Line 	Stacked Column 	Deviation Bar 	Slopegraph 	Bump Chart 	Sankey
How we are Better or Not than a Benchmark	Benchmark 	Combo 	Overlapping 	Bullet Chart 	Indicator Dots 	

Source: Evergreen Data Quantitative Chart Chooser by Dr. Stephanie Evergreen



Consider approach and organization



Connect data & viz back to points



Make it digestible & actionable

Qualitative Chart Chooser

© 2024 Dr. Stephanie Evergreen @EvergreenData

CHART	INDIVIDUAL	AGGREGATE	THEMES	PURELY QUAL	LIGHT QUANT	CONCEPT	YES/NO	RANGE	TIME
Quote with Emphasis	●			●					
Quote with Picture	●			●					
Quote with Chart	●			●					
Word Cloud	●			●					
Color-Coded Table	●	●			●		●		
Matrix Table	●		●	●					
Heat Map	●		●	●	●			●	
Spectrum Display	●		●	●			●	●	
Slider	●	●	●	●				●	

Tips for Creating Reports & Summaries

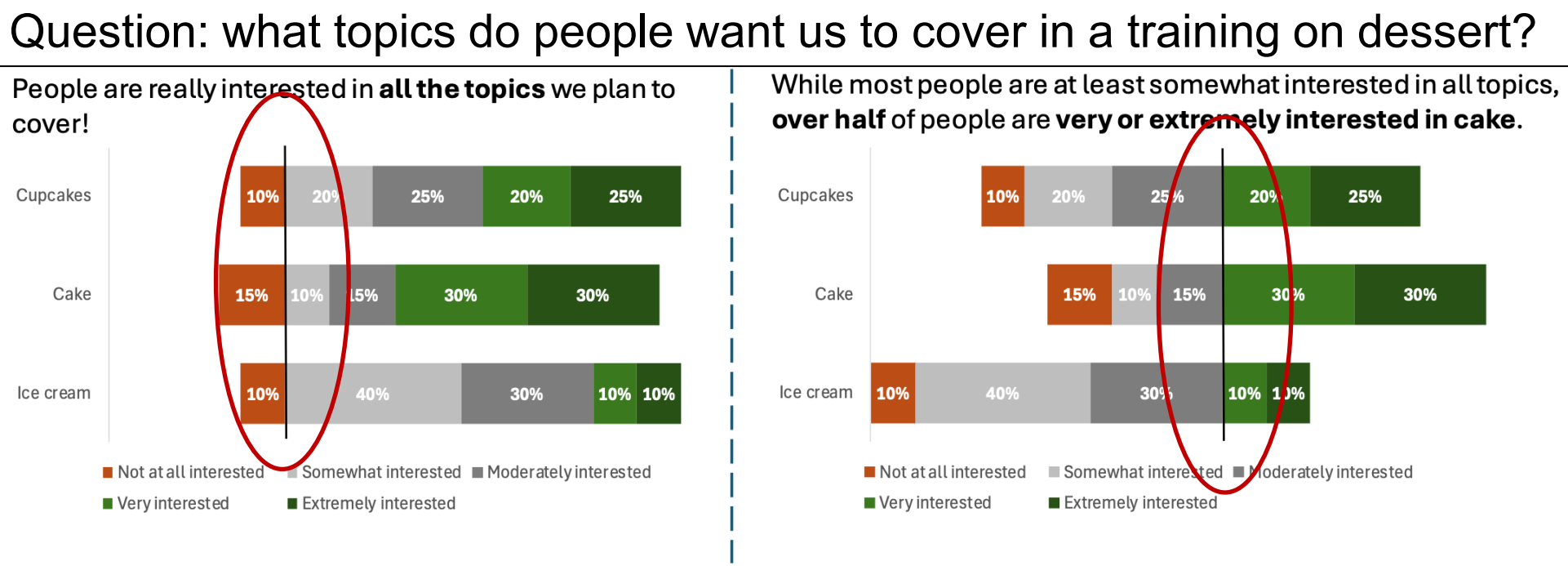
Think about your audience

Identify your main messages

Consider approach and organization

Connect data & viz back to points

Make it digestible & actionable



Tips for Creating Reports & Summaries



Make it digestible & actionable

How long should it be?
 Prioritize key findings
 Longer is better
 Some points may not apply
 Use plain language
 Break it up with bullet points
 Provide real examples

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Actionable Steps: [Project] Team

Findings	Implications/ Ideas Suggested by Interviewees
Engagement generally seems to depend on the family	Administer survey to larger staff audience to explore further
Cross-system coordination is a facilitator to family engagement by parents/staff	There is interest in continuing to build and facilitate cross-system coordination FRC staff helping with screeners
Connections to resources helped parents and can be accomplished remotely by staff	Provide information/formalize processes to connect families to resources "Doing outreach...in a coordinated way" Opportunities with [Project] newsletter
Screening practices have generally stayed the same or increased in recent months for parents who do engage	Disseminate findings on reducing barriers & increase facilitators to interested FRCs/clinics E.g., using different forms of communication

Use data to support your findings
 particularly if you do

Case Study

Blue Sky Works

Aim: increase career stability of low-income young adults by providing them with **hands-on skill development in technology, career coaching, and job placement.**

Current data

- Enrollment numbers since 2018

- Post-program participant surveys

Reporting needs & audiences

- Marketing to expand programs

- Obtain more grant and foundation funding

Group Discussion

Any other data we could potentially collect / analyze to show program impact?

What types of reports or briefs would be best given the needs (marketing to expand programs; obtaining additional grant / foundation funding)?

Which program stakeholders would be important to engage in report creation?

Enrollment Data

Total Participants: 1400

AGE DISTRIBUTION

mean 21.48 (+/-2.3 years)

range 18-25

GENDER DISTRIBUTION:

Female 684

Male 657

Non-binary 59

HOUSEHOLD INCOME DISTRIBUTION:

Under \$25k 339

\$25k-\$50k 394

\$50k-\$75k 323

\$75k-\$100k 214

Over \$100k 130

RACE/ETHNICITY DISTRIBUTION:

White 409

Hispanic/Latino 332

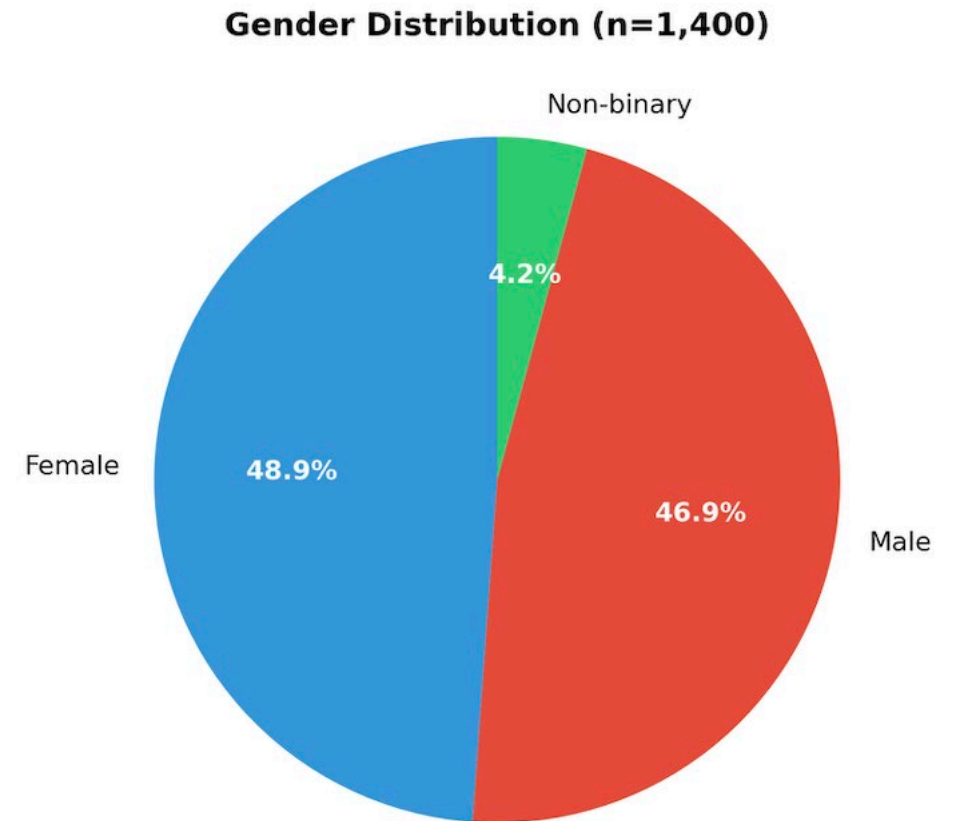
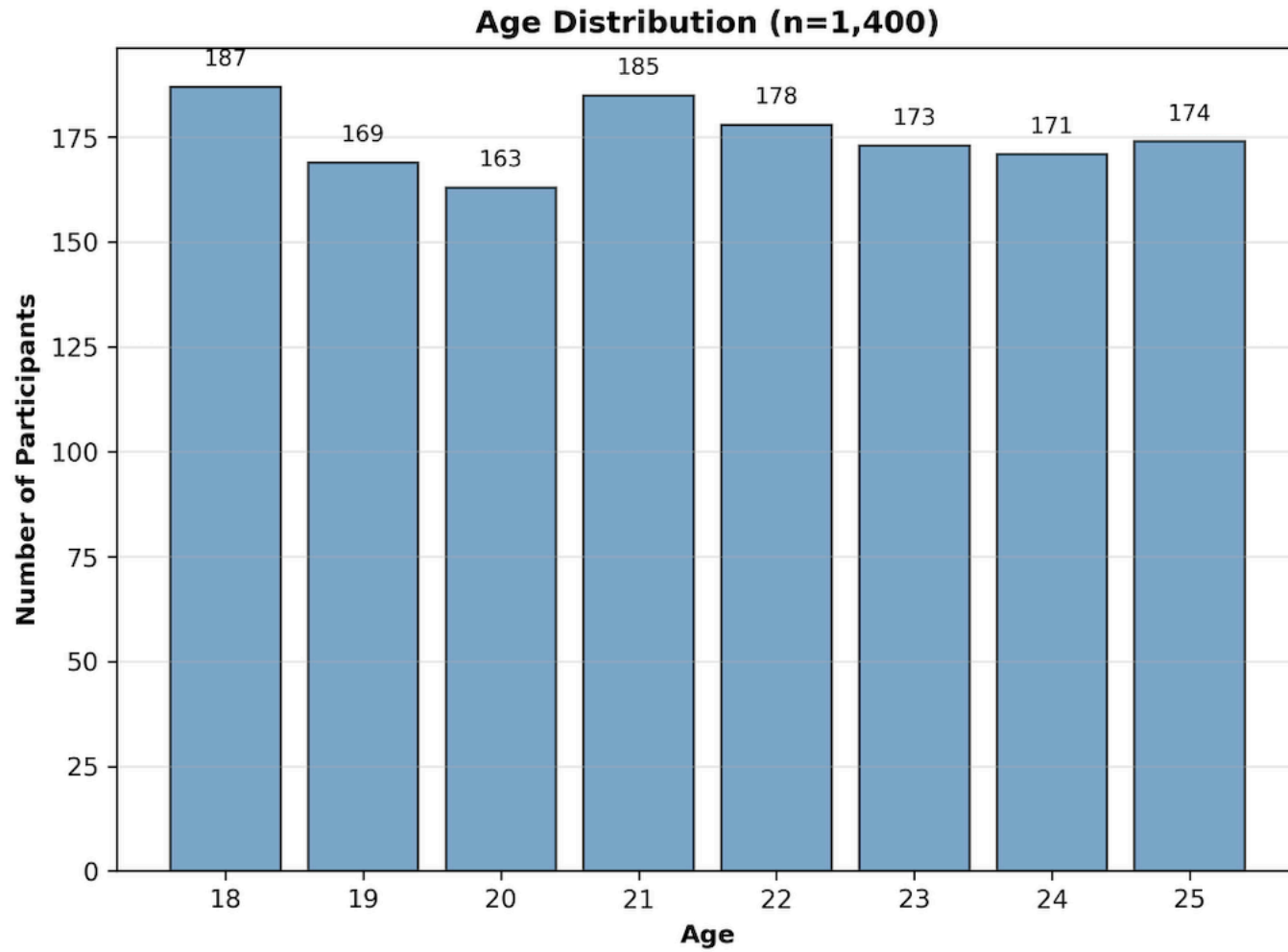
Black/African American 320

Asian 169

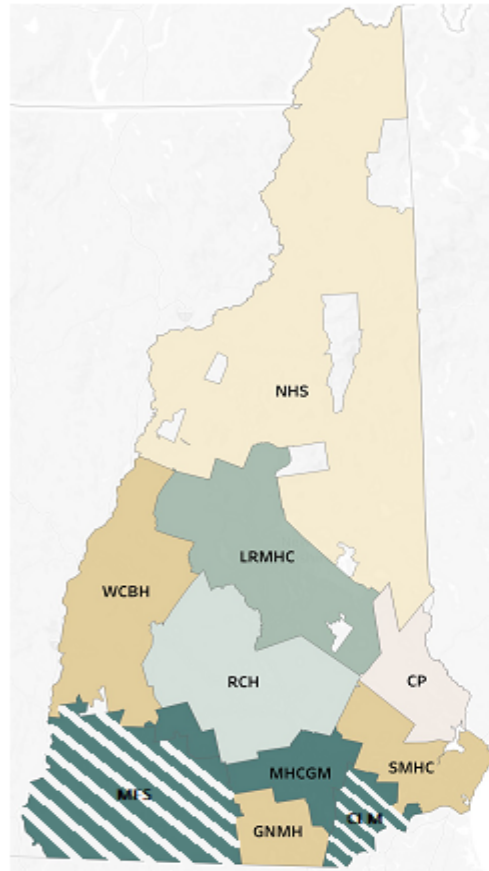
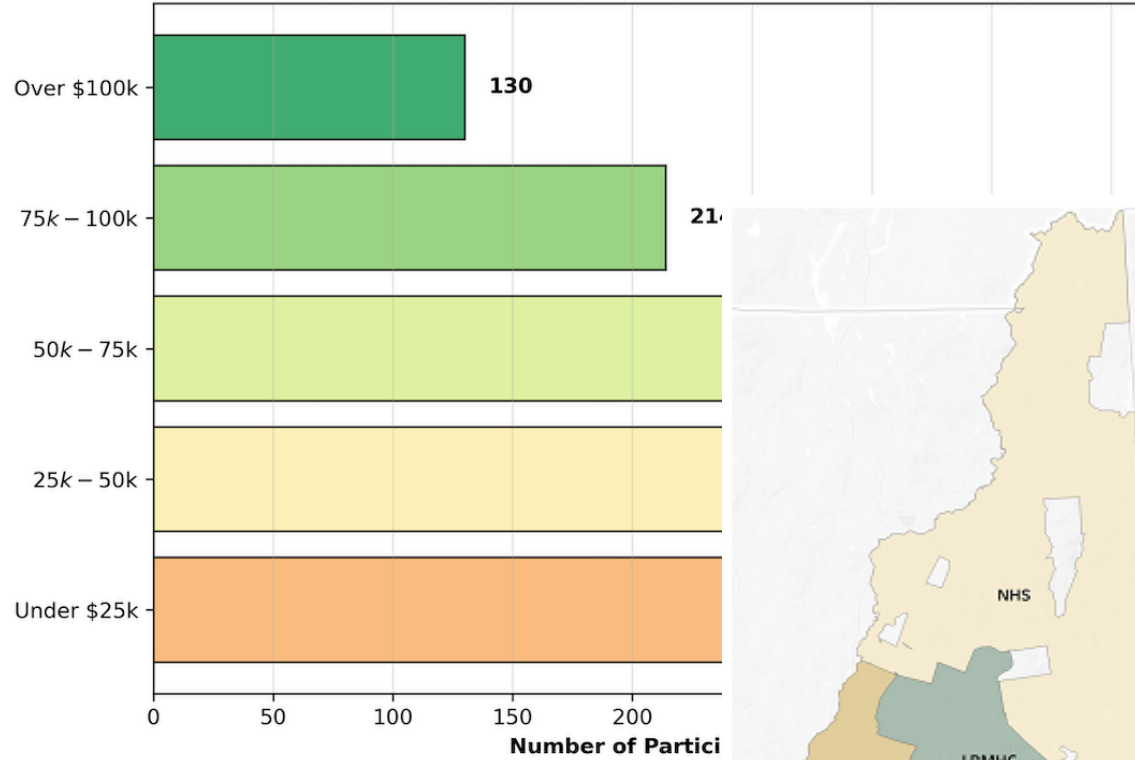
Multiple Races 102

Other 39

Native American 29

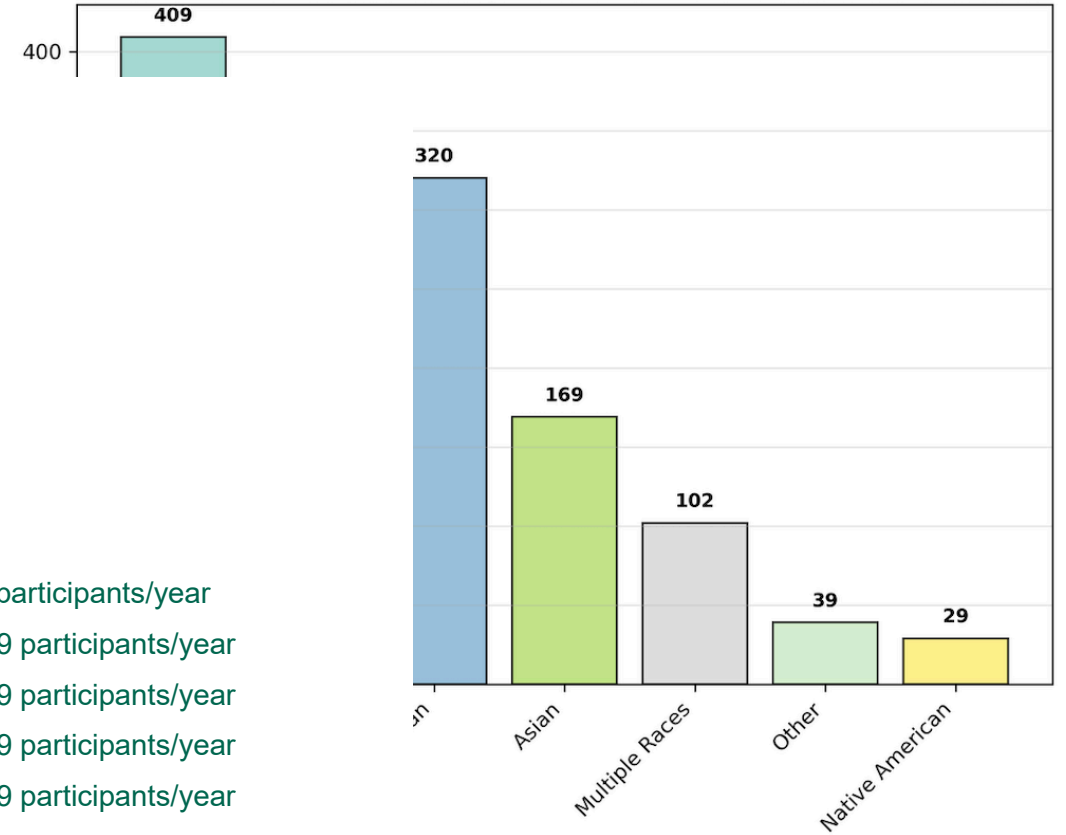


Household Income Bracket Distribution (n=1,400)

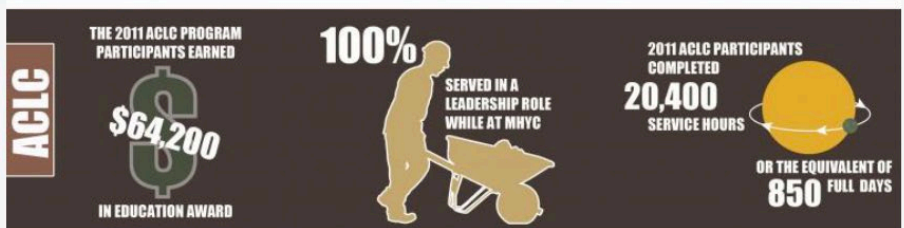
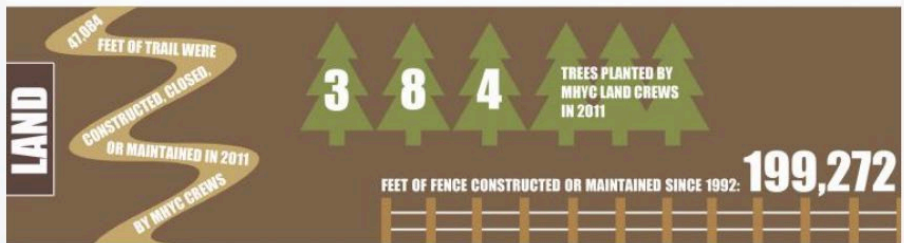
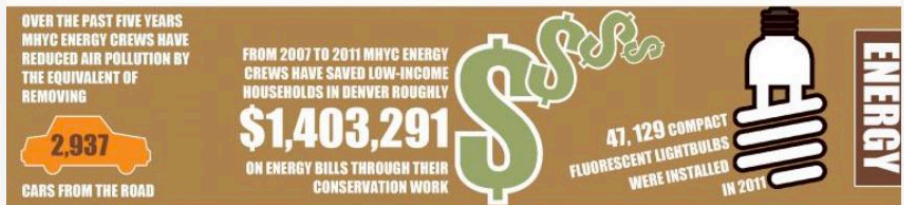


- <10 participants/year
- 10-19 participants/year
- 20-29 participants/year
- 30-39 participants/year
- 40-49 participants/year
- 50-59 participants/year
- 60 or more participants / year

Race/Ethnicity Distribution (n=1,400)



PROGRAMS MILE HIGH YOUTH CORPS



LIFE AFTER



MILE HIGH YOUTH CORPS

186 young adults were hired and completed their programs in 2011

94



placed in jobs

70



placed in post-secondary education

9



returned to high school

31



continuing community service

34



continuing at MHYC

41



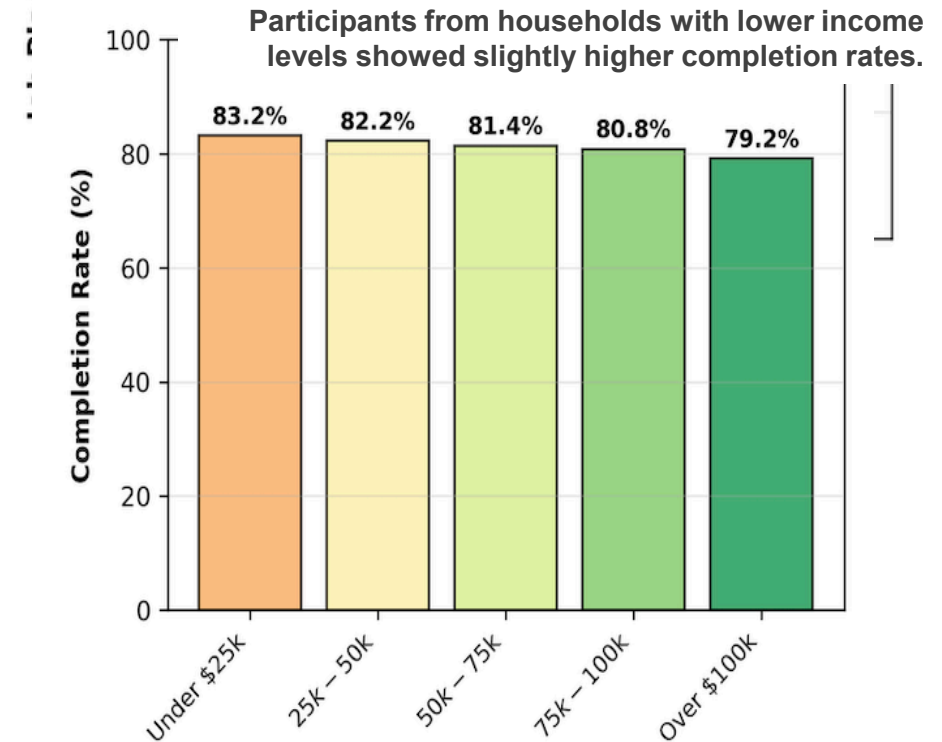
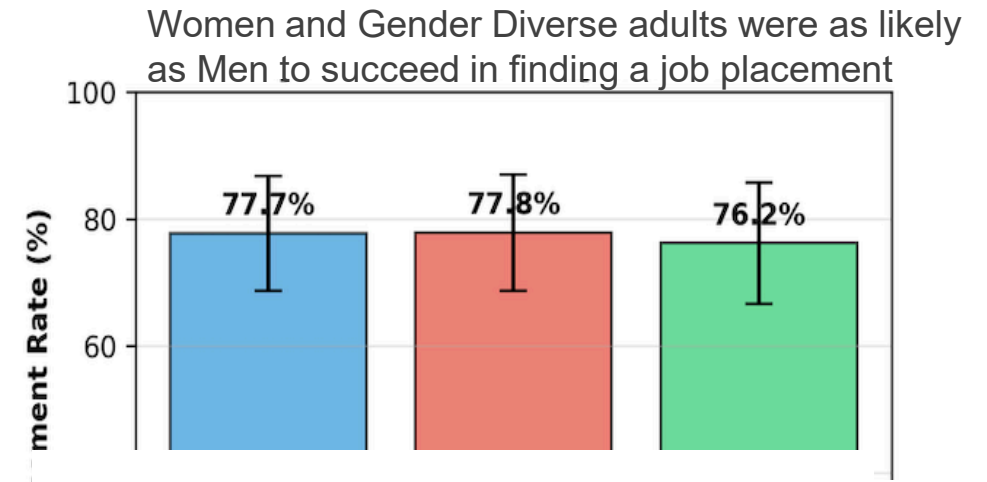
pursuing green industry or green post-secondary education

The U.S. unemployment rate of those aged 16 to 24 was more than 18% in the summer of 2011. Mile High Youth Corps employs young adults aged 18 to 24 on projects in neighborhoods, public lands, and open spaces throughout Metro Denver and the Southern Front Range. MHYC has a 20-year track record of engaging youth in jobs that help the planet and provide pathways to a promising future.

Please note that some of these categories overlap. For example, some Corpsmembers continued in community service through Mile High Youth Corps - so they were accounted for in both categories.

Outcomes Data for a Grant Application

- Job placement rates
 - Region of the state (or out of state)
 - Type of job setting
- Starting Salary
- Program Completion rates
- Satisfaction ratings; Interview narratives
- If enough data, could compare outcomes by subgroup



Resources

How to build Excel dashboard: <https://support.microsoft.com/en-us/office/create-and-share-a-dashboard-with-excel-and-microsoft-groups-ad92a34d-38d0-4fdd-b8b1-58379aae746e>

Report layout checklist (Stephanie Evergreen): <https://stephanieevergreen.com/wp-content/uploads/2011/05/ERLC.pdf>

Writing executive summaries: <https://stephanieevergreen.com/evaluation-executive-summaries-reports/>

IES Program Evaluation Toolkit: <https://ies.ed.gov/use-work/resource-library/resource/tooltoolkit/program-evaluation-toolkit>

- Determining the audience

- Example summary template

- Report checklist

- Dissemination approaches

CDC guide: <https://www.cdc.gov/training-development/media/pdfs/2024/04/Evaluation-Reporting-Guide.pdf>

Chart choosers: <https://stephanieevergreen.com/wp-content/uploads/2024/01/Qualitative-Chart-Chooser-2024.pdf>

<https://infoguides.gmu.edu/data-visualization/types>

Data Visualization Checklist: <https://stephanieevergreen.com/updated-data-visualization-checklist/>

Data Visualization Tutorials: <https://stephanieevergreen.com/how-to/>



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Up Next

- Next session: December 18th, From Theory to Practice: Building your Evaluation Tools and Strategy
- Please submit your cases/questions and view course resources at the: [DH iECHO site](https://www.dartmouth-hitchcock.org/project-echo/enduring-echo-materials)
- Recordings will be posted on the D-H ECHO website <https://www.dartmouth-hitchcock.org/project-echo/enduring-echo-materials>



WELCOME to

*Stronger by Design: An ECHO for Practical
Strategies to Evaluate and Amplify Impact*

*Session 6, From Theory to Practice: Building your Evaluation Tools and
Strategy- December 18, 2025*

Series Sessions

Date	Session Title
10/9/2025	The Power of Evaluation for Strengthening Communities
10/23/2025	Creating a Roadmap to Measure Success
11/6/2025	From Theory to Practice: Hands-on Evaluation Planning Workshop
11/20/2025	Gathering Data and Information about your Program
12/4/2025	Making Sense of Program Data to Help Others See your Value
12/18/2025	From Theory to Practice: Building your Evaluation Tools and Strategy

Today's Program

- Brief housekeeping
- Two Case Examples
 - Case #1: Community Needs Assessment Outcome Tracking
 - Case #2: Designing & Creating a Chronic Care Dashboard
- Discussion
- Summary
- Post course survey

Putting All the Pieces Together

The Three Steps of Nonprofit Measurement, Evaluation, and Learning



Case #1

Community Health Needs Assessment (CHNA) Outcome Measurement

Magdalynn Graul, MPH

The Center for Population Health, Cheshire Medical Center

Background & Intro

Jan 2024 – July 2025 CMC & partners conducted a Community Health Needs Assessment of Cheshire's region

Aims:

- Better understand the health-related issues and concerns impacting the well-being of area residents;
- Inform community health improvement plans, partnerships, and initiatives; and
- Guide community benefit activities of Cheshire Medical Center and partner organizations.

CHNA Methods & Data Sources

Monadnock Community Health Survey 2024

Leaders N=85 (45% response rate); Residents N=501 (represent 27 of 33 towns)

Community Focus Groups

Community Data 2025 (housing, income, race, age, employment, etc.)

NH Department of Health and Human Services Population Data

Cheshire Social Drivers of Health Primary Care Patient Screener

Developed 4 CHNA-informed Main Goals

Strategy 1: *Address* the Needs of our **Aging Population**

Strategy 2: *Improve* Systems to Support **Behavioral Health** in our Community Across the Spectrum

Strategy 3: *Maintain* **Access to Healthcare Services** in our Rural Region

Strategy 4: *Support* Community Infrastructure that Seeks to Address the **Social Drivers of Health**

Strategy 1 (Aging supports): Key CHNA Results

- 1 in 3 older adults have significant mobility restrictions
- 1 in 3 older adults have had a fall in past 12 months
- 65% of respondents report challenges accessing 1 or more Health services
- Aging in place services often not available & costs are high
- Long term care options hard to find, including getting assistance with LTC planning

Strategy 1 (Aging supports): Key CHNA Results

Five main qualitative themes emerged from focus groups

1. Health Care Access
2. Health Care Insurance
3. Specialty Care Needs, including mental health, substance use, LGBTQIA+, and senior care
4. Community Cohesion, including social isolation and civic engagement
5. Socioeconomic Barriers

| TABLE 6. Top Reasons Respondents Had Difficulty Accessing Health Care Services by Type of Service |

(Percentages are of those respondents who reported difficulty accessing the particular type of service)

MENTAL HEALTH CARE (n=153, 34% of respondents)	PRIMARY HEALTH CARE (n=117, 26% of respondents)	SPECIALTY MEDICAL CARE (n=109, 24% of respondents)	DENTAL CARE FOR ADULTS (n=107, 24% of respondents)
63% of respondents who indicated difficulty accessing Mental Health Care also selected " Service not available " as a reason	56% of respondents who indicated difficulty accessing Primary Health Care also selected " Not accepting new patients " as a reason	77% of respondents who indicated difficulty accessing Specialty Medical Care also selected " Wait time too long " as a reason	56% of respondents who indicated difficulty accessing Dental Care for Adults also selected " Cost too much " as a reason
Wait time too long (61%)	Wait time too long (31%)	Not accepting new patients (43%)	No insurance or not enough insurance (56%)
Not accepting new patients (51%)	Service not available (30%)	Service not available (43%)	Not accepting new patients (36%)
Cost too much (28%)	Cost too much (23%)	Cost too much (29%)	Wait time too long (29%)
No insurance or not enough insurance (27%)	No insurance or not enough insurance (20%)	No insurance or not enough insurance (18%)	Service not available (27%)
Did not know where to go (22%)	Not open when I could go (16%)	Had no way to get there (8%)	Did not know where to go (10%)

Other survey options included: No internet access, Language barriers, My race or ethnicity not welcome, My gender or sexual orientation not welcome, My culture or religion not welcome, Other reasons (write-in).

| TABLE 8. Top services or resources people would use if more available, by Age Group |

Age 18-44 (n=112)		Age 45-64 (n=158)		Age 65+ (n=143)		Households with children (n=122)	
Recreation and fitness programs	52%	Recreation and fitness programs	41%	Recreation and fitness programs	34%	Recreation and fitness programs	49%
Mental health services	51%	Mental health services	37%	Balance classes and programs to prevent falls	32%	Mental health services	48%
Affordable, dependable child care	48%	Bike and walking paths	35%	Public transportation	25%	Before- and after-school activities	45%
Before- and after-school activities	46%	Nutrition and cooking programs	34%	Bike and walking paths	23%	Nutrition and cooking programs	40%
Nutrition and cooking programs	42%	Public transportation	32%	Programs that address body weight	22%	Affordable, dependable child care	38%
Summer lunch programs for youth	37%	Programs that address body weight	29%	Mental health services	20%	Summer lunch programs for youth	38%
Bike and walking paths	34%	Caregiver support; respite care	22%	Nutrition and cooking programs	20%	Bike and walking paths	32%

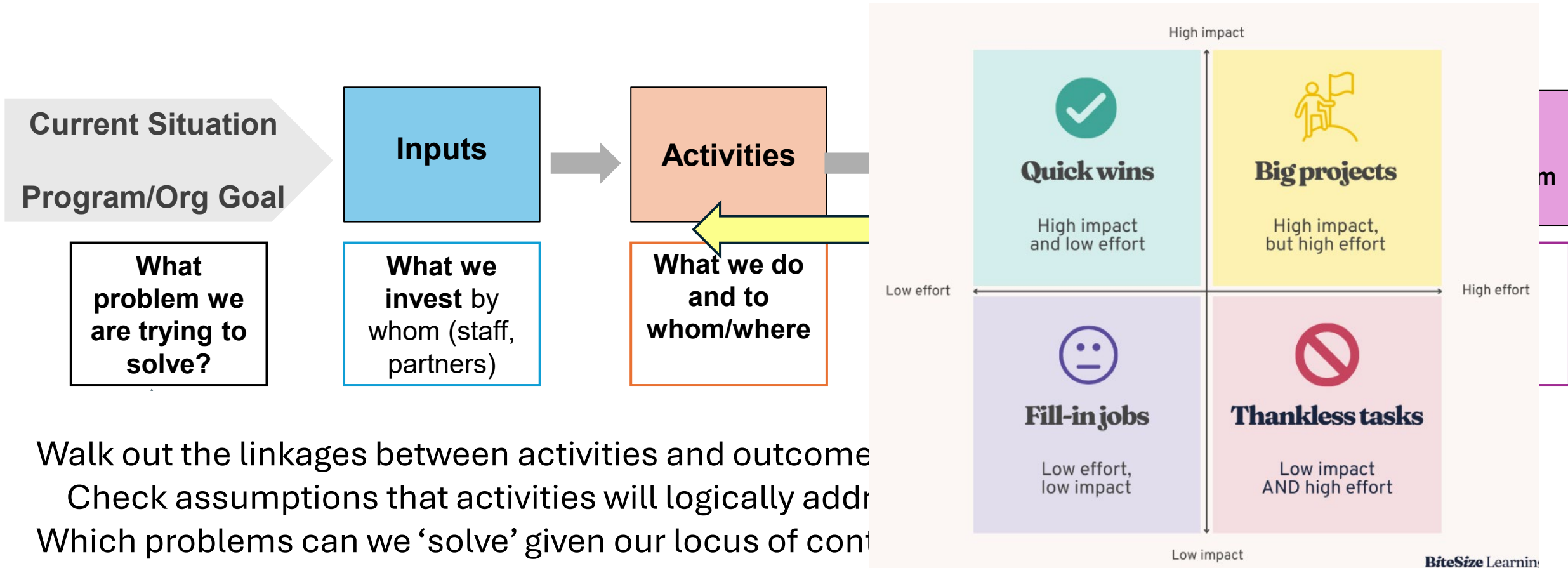
Strategy 1: Draft Outcomes

Implementation Activities	Draft Outcomes	Additional Ideas from group?
Take steps towards becoming a designated Age Friendly Healthcare System and Age Friendly Public Health System through Trust for America's Health frameworks	Number of <i>Trust for America's Health</i> accreditation rubric action items completed to become designated Age Friendly	
Partner with local community providers (Home Healthcare and Hospice services, Keene Senior Center, etc) to support initiatives and services for our aging population for things like falls prevention, medical center transportation, Senior Meal Deals, ...	Measure project milestones, Community Benefit dollars contributed	
Develop and deploy community health education programs that meet the needs of older adults (Chair Yoga, Silver Sneakers, Advanced Directive planning)	Number of programs offered, number of participants, number of high impact communities served	

How to identify highest value target Outcomes

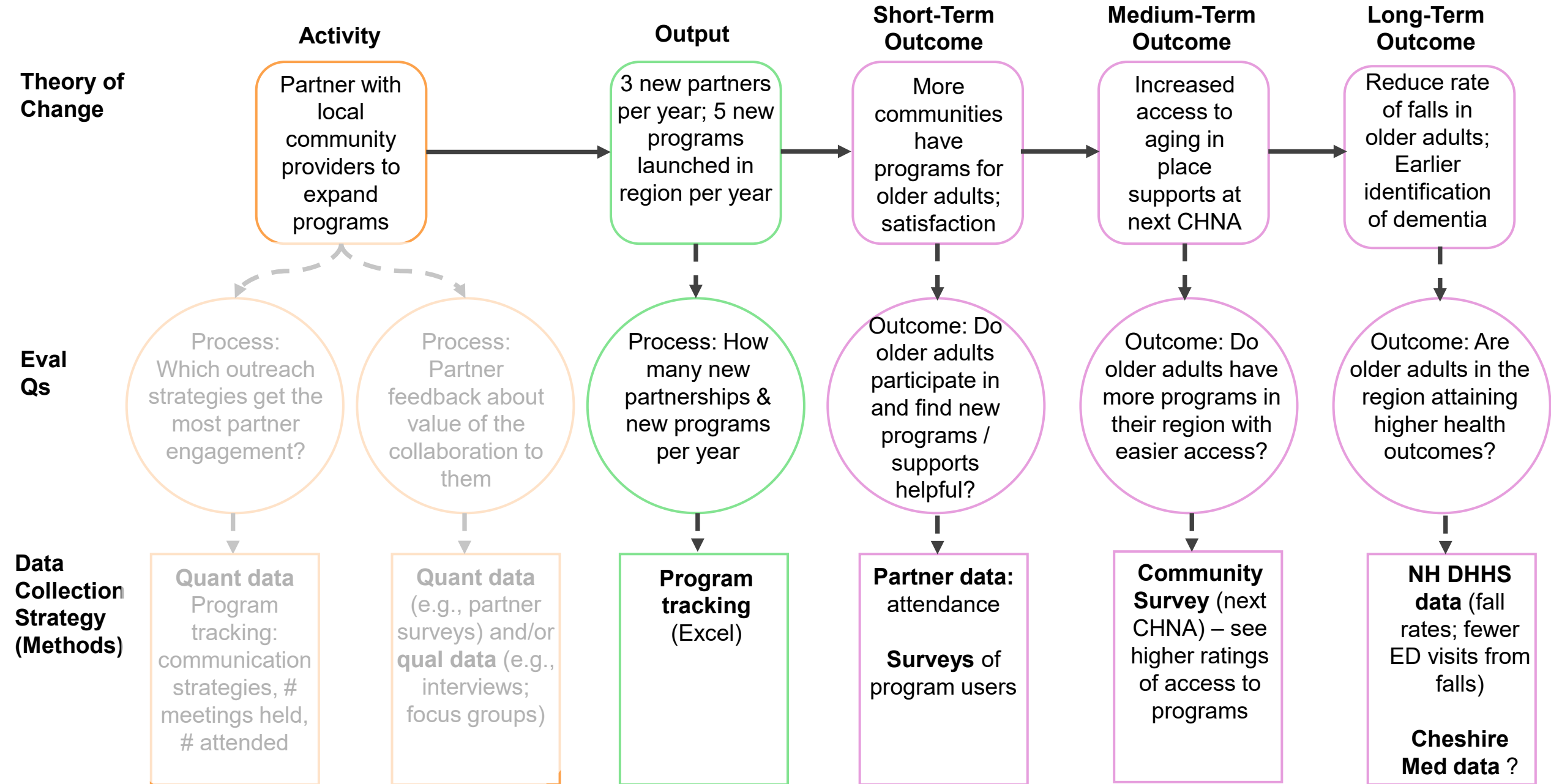
What could you do with the tools & tips from this series?

How to identify highest value target Outcomes



Walk out the linkages between activities and outcome
 Check assumptions that activities will logically add
 Which problems can we 'solve' given our locus of control
 What is the evaluation timeline?
 What is feasible with resources & time?

Ensuring the Link between Data Collection, Key Questions & TOC



Strategy 1: Draft Outcomes

Implementation Activities	Draft Outcomes
Take steps towards becoming a designated Age Friendly Healthcare System and Age Friendly Public Health System	Number of <i>Trust for America's Health</i> accreditation rubric action items completed to become designated Age Friendly
Partner with local community providers to support initiatives and services.	Measure project milestones, Community Benefit dollars contributed
Develop and deploy community health education programs that meet the needs of older adults.	Number of programs offered, number of participants, number of high impact communities served

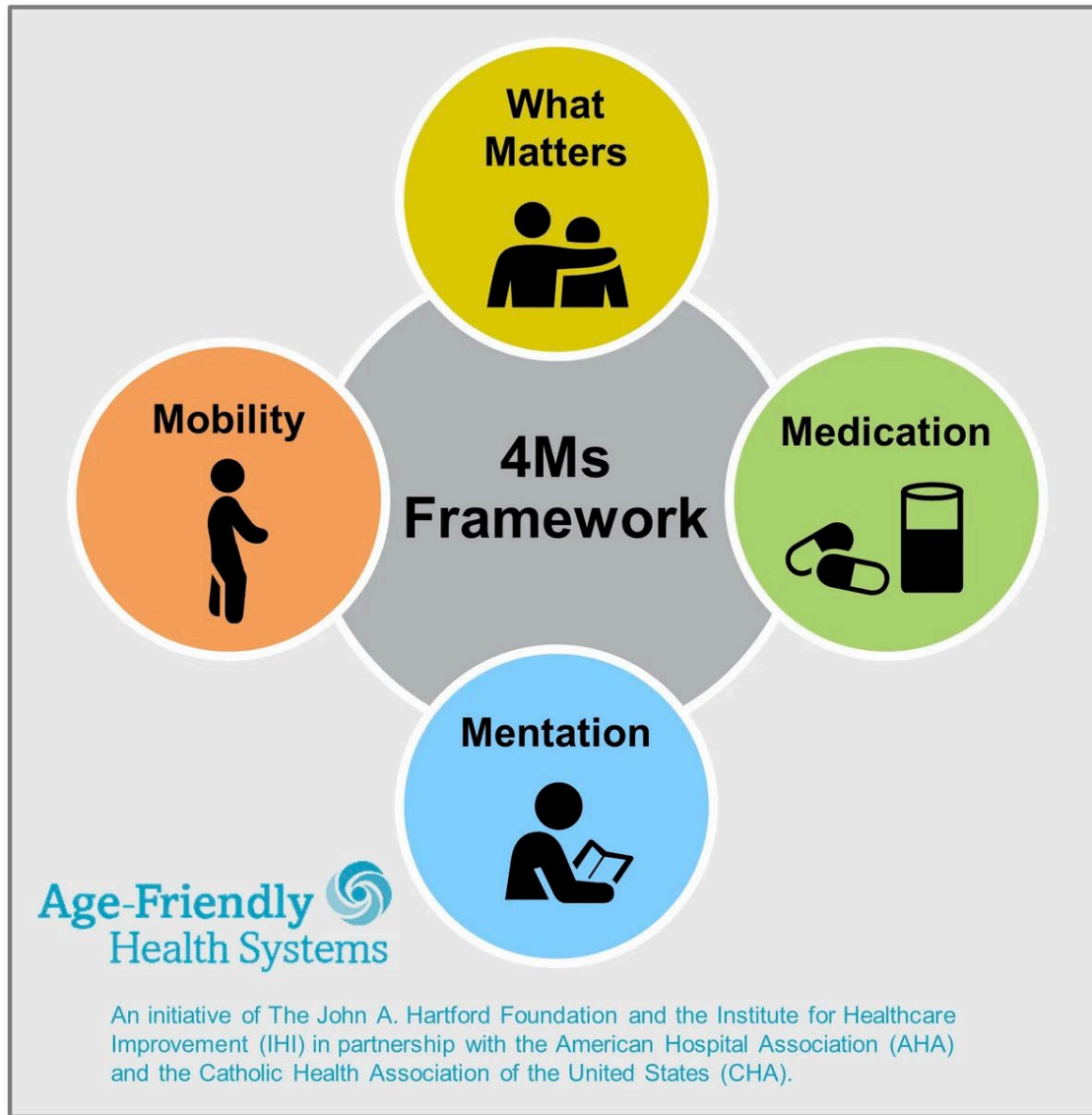
Strategy 1: Draft Outcomes (but are they?)

Implementation Activities	Draft Outcomes Metrics	Example Outcomes
Take steps towards becoming a designated Age Friendly Healthcare System and Age Friendly Public Health System	Number of <i>Trust for America's Health</i> accreditation rubric action items completed to become designated Age Friendly	<ol style="list-style-type: none"> 1. Community is designated as “Age-Friendly” per <i>Trust for America's Health</i> (or IHI 4 M Framework) 2. Older adults receive health care
Partner with local community providers to support initiatives and services.	Measure project milestones, Community Benefit dollars contributed	<ol style="list-style-type: none"> 1. XX new partnerships created to support older adults in community 2. YY initiatives to support aging in place launched in next 3 years 3. Reduce rate of falls by 10% among residents ages 65 and older
Develop and deploy community health education programs that meet the needs of older adults.	Number of programs offered, number of participants, number of high impact communities served	<ol style="list-style-type: none"> 1. ZZZ adults 65 and older attend programs tailored to seniors in region 2. XX communities have new program offerings 3. >75% of survey respondents report improved access to programs



4Ms Framework of an Age-Friendly Health System

If the outcome is to become a designated Age Friendly Healthcare System....



What Matters

Know and align care with each older adult's specific health outcome goals and care preferences including, but not limited to, end-of-life care, and across settings of care.

Medication

If medication is necessary, use Age-Friendly medication that does not interfere with What Matters to the older adult, Mobility, or Mentation across settings of care.

Mentation

Prevent, identify, treat, and manage dementia, depression, and delirium across settings of care.

Mobility

Ensure that older adults move safely every day in order to maintain function and do What Matters.

define **OUTCOMES** that match up to the requirements

Cognition & behavioral health screens done yearly in >90% wellness visits

Reduce rate of falls by 10% among residents ages 65 and older

Creating a Measurement Plan

Desired Outcomes	Indicators (how will we know)	Benchmark or Target (what is our measure)	Data Sources (where is the data)	Timing
Community is designated as “Age-Friendly”	At least one IHI Age Friendly requirement is met in each of the 4 IHI domains w/in 3 years; or achieve <i>Trust in America’s Health</i> accreditation	e.g., Cognition & behavioral health screens done yearly in >90% wellness visits for adults ages 65 and older (hypothetical target; check IHI or Trust for America’s requirements)	Cheshire Medical Center data NH DHHS population health data	3 years
Reduce rate of falls by 10% among residents ages 65 and older	At least one IHI Age Friendly MOBILITY requirement met Rate of ED visits and inpatient hospitalizations due to falls are lower in 3 years	Current CHNA data show that 33% of adults 65 and older reported a fall in last 12 months. 10% reduction would equate to ~23% or fewer reporting a fall in last year with next CHNA (or could also assess with ED and inpatient data)	CHNA surveys NH DHHS Wisdom data showing ED visits & hospitalizations due to falls	3 years

Case #2

Design & Use of Dashboards for Evaluation and Decision Making

Lisa C. Gloddy, M.S., HCA, MBA

Director of Physician Practices, Speare Memorial Hospital

Background

Health System developed a Chronic Care registry to:

- improve patient management
 - close care gaps for patients with chronic conditions
 - ensure that patient chronic illness is being treated and managed
 - close the loop with patients who may be non-compliant or that may need further assistance
- track practice & provider performance
- optimize financials

Registry enabled:

Speare Primary Care (SPC) group to pull data from patient charts to view chronic conditions

Leaders to manage the information and reports in a meaningful way to impact clinical care

Tracking number of patients receiving treatment for specific conditions to tailor service offerings to those populations

Example of Registry

Broken down by chronic condition, patient details, follow up required.

Patient	BNP	CBC	Heart Failure	IN Visits Last 12 Months	ED Visits Last 6 Months	Last PCP Visit	Last ED Visit	Next Sched Appt Appointment	Next Sched Appt Facility	Next Sched Appt Resource
59	(49)	(1)		1	1	(1)	07/31/24	09/24/24 09:30 Onc Established ...	Speare Memorial Hospital	Eric Bonnem MD
467	(35)	(39)		1	4	(28)	08/10/24	10/23/24 10:00 SL initial consult	Speare Ambulatory Practices	Michele Gaier
						(17M)				
1836	(147)	(65)		4	2	(50)	06/24/24			
3342	(304)	(109)		2	1	(155)	06/02/24			
243	(62)	(62)			2	(106)	07/19/24	09/20/24 10:00 CR cardiac rehab...	Speare Memorial Hospital	Cardiopulmonary Gyn
						(24M)				
191	(66)	(66)			1	(99)	07/15/24			
		(135)				(38)	07/17/22	09/20/24 08:00 CA echo transtho...	Speare Memorial Hospital	Cardiology Lab
105	(219)	(14)		2	1	(136)	09/03/24	11/11/24 11:00 30 min Est Offic...	Speare Ambulatory Practices	Nancy Quintero, MD
180	(16M)	(12M)				(112)	09/12/23			
						(132)	08/17/23			
308	(17)	(17)		4	6	(13M)	09/02/24			

Created Chronic Care Dashboard to View/Use Data

Initial “evaluation” questions for Registry data:

How are provider teams doing at managing the care of patients with chronic conditions?

Are chronic patients receiving regular/timely monitoring?

Are patients receiving the appropriate tests?

A year later...

Dashboards in place with some utility for initial goals, but
Measures *didn't capture quality* of care



What WOULD be the best measures?

How to identify the best measures?

Get the right people at the table

Reframe the questions

Are patients getting services → Are we improving quality of care in encounters?

Identify quality measures for each condition

Benchmark to national and state quality standards

Ex. % of patients between 18-25 years with a kidney health assessment

Any other considerations?

Redesigned Quality Measures & Targets

Goals	Measures	Improvement Target
Improve care of CHF	<ul style="list-style-type: none"> smoking cessation education (code Z71.6 -Tobacco Abuse Counseling) dietary education to resist sodium intake to 3g/day (code Z71.3) 	Annual education provided
Improve care of COPD	<ul style="list-style-type: none"> smoking cessation education (code Z71.6 -Tobacco Abuse Counseling) proper use of medication inhaler technique (CPT 94664) seasonal flu and pneumococcal vaccination (EMR) 	Annual education provided; Compliance with vaccines annually
Improve Diabetes Care	<ul style="list-style-type: none"> monitor blood pressure every visit with a goal of <130/80 (patient's EMR; MA data entry) annual foot exam (PCP enters encounter code Z01.89 for the foot exam and date) Microalbumin test done annually 	BP < 130/80 Annual tests
Increase annual Wellness Visits	<ul style="list-style-type: none"> EMR data Requirements for billable annual visit met 	5% increase; no denials

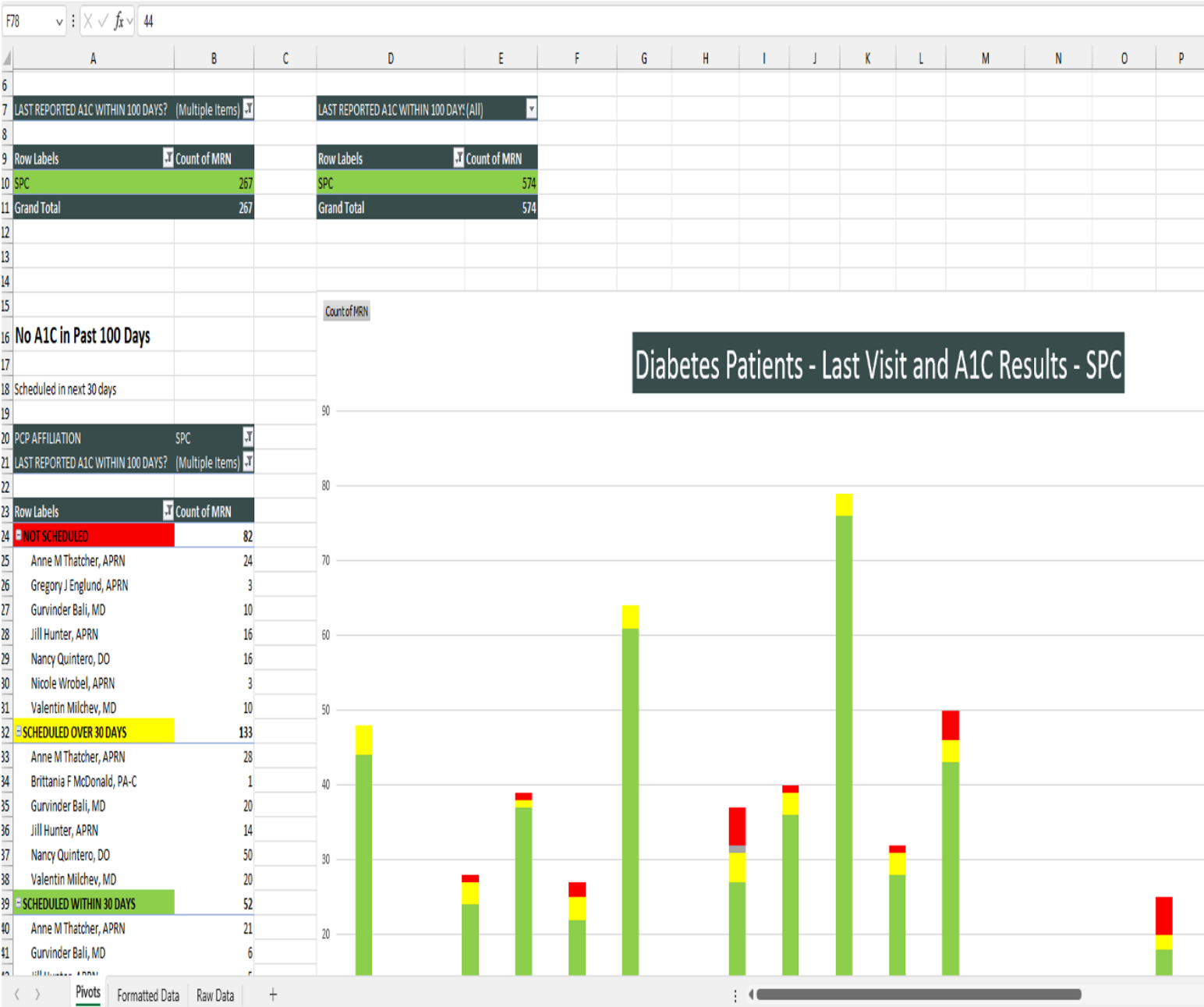


Use of Dashboards

Leaders

Physician Advisory Group

Practice Teams



Questions & Discussion



Thank you for participating!

- Post course survey:

<https://redcap.hitchcock.org/redcap/surveys/?s=HWFJE3C7L4TXTP7R>

- Recordings will be posted on the D-H ECHO website
<https://www.dartmouth-hitchcock.org/project-echo/enduring-echo-materials>