

Community Data Presentation Guide











WHAT:

- Tool used to receive input and buy-in from participants on data findings.
- Can use qualitative or quantitative data.
- Can be combined with focus groups or interviews or other evaluation methods to collect more data.

WHY:

- Enables the evaluator to engage participants in data findings and get their reactions.
- Intended to facilitate dialogue between the community and researchers or agencies on data relevant to their community.

HOW:

 Determine the goals of the community data presentation.	 Consider putting participants in pairs or small groups to foster initial discussion before a larger group discussion.
 Identify the participant selection strategy.	 Ensure all content is in plain language and language inclusive.
 Focus the meeting on three main sections: introduction/background information; observation/exploration; and discussion.	 Discussion can be done verbally, in writing, in drawings, in videos, or whatever format works best for the group.
 Most time is spent in the observation/exploration time where participants are given time to explore the data and information being shared.	 Clarify how decisions/results will be shared with participants after the activity ends.



OPTIONS TO EMBED EVALUATION:

Level of Engagement	Key PPCE Activities	Options to Embed Evaluation	Analysis
Inform	<ul style="list-style-type: none">• Leaflets, posters, other informational items• Social media postings	<ul style="list-style-type: none">• QR code on flyer to track use of the informational materials• Website/social media analytics• Counts of informational materials distributed	<ul style="list-style-type: none">• Simple dashboard with counts displayed on agency webpage or intranet
Consult	<ul style="list-style-type: none">• Presentations or exhibitions• Meetings or workshops	<p>All of the items from Inform, plus:</p> <ul style="list-style-type: none">• Flip charts/virtual white boards• AI assisted notes from meeting• Participant worksheets• Short meeting polls conducted in real-time	<ul style="list-style-type: none">• Summary of key themes• Dashboard of relevant meeting metrics• Dashboard of poll results displayed on agency webpage or intranet



OUTPUTS AND OUTCOMES:

Outputs	Outcomes
<ul style="list-style-type: none"> • Clear understanding of how the agency is defining the problem. • Individuals and communities were clear about their role. • List of individuals who may be affected by the decision. • Identification of the resources needed to conduct public participation. • Clear understanding of how the information will be used. • Identification of the level of participation. • List of relevant groups/individuals who need to be engaged. • List of relevant groups who are already engaged and can be a resource for the agency. • Any barriers to access were addressed by the agency. • Time spent with individuals/communities. • Understanding how communities/individuals feel about the federal government. • Understanding the reason behind unfavorable or favorable views. • Understanding if there are differences in perception based on demographics. 	<p>Short-term:</p> <ul style="list-style-type: none"> • All relevant groups and communities agree on the problem. • Meetings are accessible to all. • All communication material is accessible to all. • Resources are allocated equitably. • Increased community level participation. <p>Medium and Long-term:</p> <ul style="list-style-type: none"> • Buy-in from public and relevant groups. • Agency does not overpromise participants about the influence they have on final decisions. • Agency is better prepared to conduct the participatory process. • Effective public participation process is designed. • Participants are satisfied with the process and outcomes. • The full range of perspectives needed to conduct meaningful public participation is achieved. • Changing perception of federal government. • Participants are fully aware of and understand what is being communicated. • Effective participation by individuals and community members. • Increasing trust in federal institutions. • Barriers to public participation are alleviated. • Participatory process enables people/communities to influence the decisions and actions that affect their lives.

ADDITIONAL RESOURCES:

- [Urban Institute: Data Walks: An Innovative Way to Share Data with Communities](#)
- [Administration for Children & Families: Culturally Responsive and Equitable Data Parties](#)