REPORTING WORK PLAN

REPORT IS FOR:	HOW OFTEN OR WHEN	STAFF RESPONSIBLE FOR REPORT	WHAT SOFTWARE IS NEEDED	TYPES OF ANALYSIS OR DATA	QUESTION(S)/ OUTCOME(S) TO ANSWER/ ADDRESS	PREFERRED DATA VISUALIZATION	RELATES IMPACT GOAL(S)
BOARD	☐ Weekly ☐ Monthly ☐ Quarterly ☐ Annually ☐ Other (specify):			☐ Qualitative/ Narrative ☐ Quantitative ☐ Descriptive ☐ Comparison ☐ Other (specify):		☐ Charts/Graphs ☐ #'s and %'s ☐ Stories ☐ Pictures ☐ Other (specify):	☐ 1 ☐ 2 ☐ 3
STAFF/ INTERNAL	☐ Weekly ☐ Monthly ☐ Quarterly ☐ Annually ☐ Other (specify):			☐ Qualitative/ Narrative ☐ Quantitative ☐ Descriptive ☐ Comparison ☐ Other (specify):		☐ Charts/Graphs ☐ #'s and %'s ☐ Stories ☐ Pictures ☐ Other (specify):	☐ 1 ☐ 2 ☐ 3
GENERAL PUBLIC	☐ Weekly ☐ Monthly ☐ Quarterly ☐ Annually ☐ Other (specify):			☐ Qualitative/ Narrative ☐ Quantitative ☐ Descriptive ☐ Comparison ☐ Other (specify):		☐ Charts/Graphs ☐ #'s and %'s ☐ Stories ☐ Pictures ☐ Other (specify):	☐ 1 ☐ 2 ☐ 3

REPORT IS FOR:	HOW OFTEN OR WHEN	STAFF RESPONSIBLE FOR REPORT	WHAT SOFTWARE IS NEEDED	TYPES OF ANALYSIS OR DATA	QUESTION(S)/ OUTCOME(S) TO ANSWER/ ADDRESS	PREFERRED DATA VISUALIZATION	RELATES IMPACT GOAL(S)
FUNDER 1:	☐ Weekly ☐ Monthly ☐ Quarterly ☐ Annually ☐ Other (specify):			☐ Qualitative/ Narrative ☐ Quantitative ☐ Descriptive ☐ Comparison ☐ Other (specify):		☐ Charts/Graphs ☐ #'s and %'s ☐ Stories ☐ Pictures ☐ Other (specify):	☐ 1 ☐ 2 ☐ 3
FUNDER 2:	☐ Weekly ☐ Monthly ☐ Quarterly ☐ Annually ☐ Other (specify):			☐ Qualitative/ Narrative ☐ Quantitative ☐ Descriptive ☐ Comparison ☐ Other (specify):		☐ Charts/Graphs ☐ #'s and %'s ☐ Stories ☐ Pictures ☐ Other (specify):	☐ 1 ☐ 2 ☐ 3
FUNDER 3:	☐ Weekly ☐ Monthly ☐ Quarterly ☐ Annually ☐ Other (specify):			☐ Qualitative/ Narrative ☐ Quantitative ☐ Descriptive ☐ Comparison ☐ Other (specify):		☐ Charts/Graphs ☐ #'s and %'s ☐ Stories ☐ Pictures ☐ Other (specify):	☐ 1 ☐ 2 ☐ 3 ☐ 4