Developing an Ethical, Culturally Informed Data Collection and Evaluation Plan and Performance Measurement Overview

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Opening in a Good Way…
Session Overview

Part 1:
• Culturally Informed Data Collection
• Trauma Informed Data Collection
• Re-Framing Data through a cultural lens

Part 2:
• Types and Purpose of Data Collection
• Learning about Evaluation
• Ethical Considerations

Part 3:
• Performance Measurement
• Reporting Requirements
PART 1: Culture

"NAVAJO PEOPLE - BIG MOUNTAIN DINE" by John Running is licensed under CC BY-ND 4.0
Guiding Questions

- What are the cultural considerations for the tribal community I serve?
  - History
  - Protocols
  - Trauma
  - Goals

- Is the tool culturally appropriate for the population?
  - Is the content requested agreeable/appropriate?
Cultural Considerations and Data

• Oral History/Teachings of Elders
• Building Relationships as a Foundational Precept
• Reciprocity- What is being given back in exchange for what is being requested
• Transparency
• Collaboration
• Dissemination of Collected Data
• Tribal Sovereignty/Ownership
Trauma-Informed Data Collection & Evaluation
Trauma Definitions

**Trauma:**
An experiences that causes intense physical and psychological stress reactions.

Trauma can refer to a single event, multiple events, or a set of circumstances that is experienced by an individual and perceived as physically and emotionally harmful or threatening, and has lasting adverse effects on the individual’s physical, social, emotional, or spiritual well-being.
Trauma in Indian Country

What is Trauma?
“A unique individual experience associated with a traumatic event or enduring conditions, which can involve an actual death or other loss, serious injury, or threat to a child’s well-being, often related to the cultural trauma, historical trauma, and intergenerational trauma that has accumulated in American Indian and Alaska Native communities through centuries of exposure to racism, warfare, violence, and catastrophic disease.” (BigFoot, Willmon-Haque, & Braden, 2008)

Historical & Intergenerational Trauma:
“The collective emotional and psychological injury both over the life span and across generations, resulting from a history of genocide.” (Yellow Horse Brave Heart, 2010)

Historical Grief:
“Grief resulting from the historical trauma of genocide, grief that has not been expressed, acknowledged and resolved. Like trauma, it can span across generations.” (Yellow Horse Brave Heart, 2010)
Guiding Values & Principles

Trauma-Informed Principles

A trauma-informed approach reflects adherence to six key principles rather than a prescribed set of practices or procedures. These principles may be generalizable across multiple types of settings, although terminology and application may be setting- or sector-specific:

- Safety
- Trustworthiness and Transparency
- Peer support
- Inclusiveness and shared purpose
- Collaboration and mutuality
- Empowerment
- Voice and choice
- Cultural, Historical, and Gender Issues

(SAMHSA, 2014)
Resilience in Indian Country

Cultural Strengths

Community Successes
Resources for Tribal Evaluation

  
  Focus: Building a culturally responsive and collaborative evaluation process for Tribal Communities that is based on local values and indigenous ways of knowing

• Data Collection Toolkit, Tribal Evaluation Institute, 
  http://www.tribaleval.org/
  
  Focus: Activities and tools to support culturally responsive data collection.

• Using Indicators for Program Planning and Evaluation, 
  https://www.cdc.gov/eval/indicators/index.htm
PART 2: Ethics
What is Data?

Information
• Make informed decisions
• Track progress
• Understand strengths and challenges
• Determine funding priorities

Different Types of Data
• Qualitative: Words, Stories, Oral Histories, Anecdotes
• Quantitative: Numbers
What are Performance Measures?

Mandatory measures that are required for OJP’s programs

Data that ....

• Helps to ensure you are on track programmatically to achieve your goals and ensure alignment with agency mission
• Used to assess program performance
• Usually quantitative
• May be used to for policy decisions at the federal level
Why collect data?

- Requirement...
- Data Independence
- Telling you story
- Defining YOUR Success
Why collect data?

**Tribally specific measures of success:**
- Incremental steps toward success
- Nonlinear success
- Examples ....

Additional types of community data collection:
- Needs Assessments
- Community Readiness Assessments
How is data collected?

- Intake forms
- Logs
- Surveys/Questionnaires
- Interviews
- Focus Groups
Ethical Considerations

- Numbers are people
- Representative of stories
- Representative of experiences
- Treat with care, confidentiality, and respect
Ethical Considerations: Questions to Ask

- Are there tribal laws/protocols/resolutions that guide data collection/storage/ownership of data, etc?
Ethical Considerations: Who?

- Who are you collecting data about? Are these populations that are victim/survivors of trauma? Extra care in data collection. Trauma informed approaches.
Ethical Considerations: What?

- What type of data are you collecting? Is it sensitive data?
- Is it personally identifiable data? PII protocols are necessary.
Ethical Considerations: Why?

- Why is the data being collected: Is the data going to an important use?
Ethical Considerations: How?

- How will data be interpreted? Will the interpretation focus on weaknesses or strengths-based approach?
PART 3: Performance Management

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Learning Objectives

At the end of this section, you should understand:

• Performance Management vs. Performance Measurement
  • How to plan for and successfully implement performance measurement
• Why performance measures are required
• Ways in which your data is used
Lifecycle of Performance Management

Feedback → Data → Program Improves → Understanding → Metrics → Performance Measurement
The Data Collection Spectrum

Highly Rigorous
Aggregate

Academic Research
Did the program reduce crime?
How

Performance Measurement
Are requirements being met?
Who • What • Where • When

Background Research
What is their story?
Why

Less Rigorous
Individual
The Full Picture

Academic Research

Performance Measurement

Background Research

How did this outcome happen?
Who did what, where, and when?
Why did they do what they did?
Applications

**Grant Managers**
- To identify areas of success and potential areas of improvement.
- To track grant activity and progress towards program goals.
- To understand how funds are being distributed.
- To comply with the GPRMA.

**Grantees**
- Identify areas for improvements to focus internal efforts.
- Proactively request TTA to address challenges.
- Generate evidence of progress toward program goals to enhance resource advocacy for sustainability.
Planning for Performance Measurement

1. Designate a performance measurement POC to oversee data collection and reporting.

2. Understand reporting requirements.
   - Review the solicitation
   - Know what system to report in (PMT, GMS, other)
   - Look at the reporting schedule

3. Develop a plan.
   - Who is responsible? When do tasks need to be done? How will the data be managed?
What are Performance Measures?

**Inputs**
- Program resources

**Activities**
- Actions that convert inputs to outputs

**Outputs**
- Products or services

**Outcomes**
- Measurable progress toward program goals

**Example Description**
- **Measurable progress toward program goals**
  - Reduced number of substance use disorder program participants that tested positive after 90 days
  - Increased number of specialty trained law enforcement officers

- **Products or services**
  - Targeted substance abuse prevention programs/initiatives
  - Provided risk/needs assessment
  - Diversion to Healing-to-Wellness Courts & Drug Courts

- **Actions that convert inputs to outputs**
  - Identifying key personnel with access to crime and alcohol/substance abuse data
  - Establishing information-sharing agreements

- **Inputs**
  - Grant funding
  - Award administration
How are Performance Measures Created?

Program performance measures collect quantitative data on program activities funded by the grant award.

- Whole numbers (no decimals)

Narrative questions are qualitative questions asked of all BJA grantees about program goals, objectives, and more.

- Open-ended
- Can contain numbers
Defining Goals and Objectives

Well-defined goals clarify priorities and establish criteria for success.

Tips:

Set **SMART goals** to clarify the scope of your priorities.

Reevaluate goals to determine whether changes are required.

Use data to understand your progress toward your goals and make corrections as needed.
Implementing Performance Measurement

1. Collect data with a case/records management system, spreadsheet, or intake/client/service form.
   • Training should be provided
2. Aggregate the data each reporting period and verify accuracy.
3. Report your data.
   • How and when depends on your program
What is the PMT?

• OJP’s PMT is the online system required for grantee performance measurement reporting.

• Used by many OVC, BJA, NIJ, and OJJDP grantees

• Please access the PMT at: https://ojpssso.ojp.gov

Log-In Instructions and Help Desk Information: https://ojpssso.ojp.gov/support/OJP_PMP_SSO_Login_Instructions.pdf
Grants Management System

Regardless of how you provide your data, you are required to upload a copy of your progress report to GMS semi-annually.
## Quick Reference Reporting Schedule

<table>
<thead>
<tr>
<th>Reporting Period</th>
<th>Data Required</th>
<th>PMT Due Date</th>
<th>Upload to GMS?</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 1–December 31</td>
<td>Performance Measures and Narrative Questions</td>
<td>January 30</td>
<td>Yes</td>
</tr>
<tr>
<td>January 1–March 31</td>
<td>Performance Measures</td>
<td>April 30</td>
<td>No</td>
</tr>
<tr>
<td>April 1–June 30</td>
<td>Performance Measures and Narrative Questions</td>
<td>July 30</td>
<td>Yes</td>
</tr>
<tr>
<td>July 1–September 30</td>
<td>Performance Measures</td>
<td>October 30</td>
<td>No</td>
</tr>
<tr>
<td>Last Reporting Period of Award</td>
<td>Performance Measures, Narrative Questions, and Closeout Questions</td>
<td>30 Days After End of Reporting Period</td>
<td>Yes</td>
</tr>
</tbody>
</table>
Enhancing Data Quality

Quarterly Data Verifications

**Who?** → Research Analysts and Helpdesk Support Specialists

**What?** → Assessment of data consistency and accuracy; Outreach encouraging grantees to review and revise entries

Site Visits

**Who?** → Grant Managers

**What?** → Assess data accuracy by identifying documentation to support data entries for major activities
What We Do With the Data

**Respond to Data Requests:** team of Research Analysts can promptly respond to data requests from the press, public, or federal auditors (e.g., GAO, OIG, etc.)

**Share Success:** use a variety of reports to highlight program success with external audiences, including Congress
A Few Examples
Resources

Performance Measurement Platform:
https://ojpsso.ojp.gov/

Log-In Instructions:
https://ojpsso.ojp.gov/support/OJP_PMP_SSO_Login_Instructions.pdf

BJA: https://bja.gov/
OJJDP: https://www.ojjdp.gov/
OVC: https://www.ovc.gov/

NIJ: https://www.nij.gov/
OVW: https://www.justice.gov/ovw
COPS: https://cops.usdoj.gov/
Final Considerations

• Begin the process of developing data collection and evaluation plans and protocols during the planning phase.

• Use special consideration for how, when, why and where data is being collected and how it will be shared. Maintain respect for community culture, values and tribal sovereignty (rules/regulations/ethical considerations).

• Dedicate time for learning how to utilize data reporting tools.
Questions?
Thank You