**Work Group Reporting Template**

**This Working Group Reporting Template is intended to assist with identifying indicators and/or key data points for shared measurement and should be used with the Instructions for Creating Shared Metrics.**

|  |
| --- |
| **High-Level Goal**: *(e.g., All children are healthy and ready for kindergarten by 2020)* |
| **Notes on high-level goal:** (*e.g., Achievement of this goal will mean that 100% of students starting school in our target communities are ready for kindergarten as measured by the XX assessment)* |
|  |
| ***#*** | ***Potential Indicator*** | ***Please Specify the Degree to Which the Indicator Meets the Following Criteria (High, Medium, Low):*** | ***Is there research² linking this indicator to the initiative goal (e.g. student outcomes)?*** *(If so, please list source)* |
| *Valid and reliable measure of high-level goal[[1]](#footnote-1)* | *Easily understandable to local stakeholders* | *Produced by a trusted source (if so, please list source)* | *Can be compared across schools/ neighborhoods* | *Affordable to gather and report* | *Data available consistently over time* | *Changeable to significant degree by local action* |
| 1 | e.g., % children with complete immunizations by age X | High | High | High*(Source)* | Medium | High | High | Medium | Yes*(Source)* |
| Notes or concerns |  |  |  | *e.g., Unsure whether this can be compared across neighborhood* |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
| **Source of baseline data** *(please provide link)* | [*www.examplewebsite.org*](http://www.examplewebsite.org) |
| **Key takeaways from baseline data** *(narrative format):* |
| XXX  |

1. In other words, all work group members agree that the indicator reliably measures your high level goal (e.g., members agree that receiving immunizations affects a child’s readiness for kindergarten). If this work group used standards or benchmarks for methodology for the amount of effect that the indicator has on the high-level goal, please clearly indicate these standards/benchmarks

² The “gold standard” for rigor would be multiple research studies finding a statistically significant link to the initiative goal (e.g. successful student outcomes) [↑](#footnote-ref-1)