

This worksheet will help you generate specific next steps for your intervention, questions for further consideration, and potential needs for technical assistance. Using your answers to the questions in the *Considerations for Collecting, Sharing, & Analyzing Data Discussion* document, your team will work together to complete this worksheet. Ideally, you would complete it in one session. It may help to create small work groups of 3-4 people and set a timer for 20-30 minutes so the team moves efficiently through their answers.

After the team has reviewed their answers, move onto the chart below, listing the high-priority tasks that your team needs to complete, a target date for completion of each task, and the person/people responsible.

Project Focus:		
Task	Target Date for Completion	Responsible Person/People
1.		
2.		
3.		

When the group(s) have completed the chart above, ask them to answer the questions below. Where do they converge or diverge in their answers?

What questions do you have?

What help do you need?