

RBA Worksheets	
①	Result
②	Indicator
③	Strategy
>>④	Performance Measure



Developing Quality Performance Measures - WORKSHEET

Purpose

All too often, organizations have either too many or not the right mix of measures, i.e. they have too many “how much” measures and not enough of “make a difference” measures. The purpose of this worksheet is to help programs decide on the measures that best describe the effectiveness of their strategies and/or programs. This worksheet can be used to identify new measures and/or to inventory existing measures.

Criteria for Measure Selection

Clarity: Simple, clear, and understandable

Importance: To the population result(s) we seek to impact and to our leadership, stakeholders, funders, staff, partners

Measurability: Stated as a number, percent, rate, ratio, average, or dollar amount

Availability: Data can be collected regularly at the end of a program or on a schedule such as daily, weekly, monthly, or quarterly

Access: Data can be retrieved easily by the people who need it to inform their decision making, to make reports, etc.

How to Use

1. List the potential measure or existing measure
2. Designate the Type using the initials: *HM, HW, or DM*
3. Rank the Measure under each criteria: *High (H), Medium (M) or Low (L)*
4. Assess the ranking and identify the action to take: *Use it, delete it, repair it, or gather more information, or other (specify)*

How much (HM), how well (HW) or better off/difference made (DM)		Insert: <i>High (H), Medium (M) or Low (L)</i> for each					Action to Take <i>Use it, delete it, repair it</i>
Measure	Type	Clarity	Importance	Measurability	Availability	Access	
% of parents who report reading to their preschool child at least three times a week	DM	H	H	H	L	L	Use it -- if we can get data from school.

Strategy/Program: _____ Target Population: _____

If a program, what is the "Program Result" for the target population: _____



Coach's tips: 1. Start with your difference made measures. 2. Fewer measures are better -not everything that can be measured should be measured. 3. Sync the "how well measures" with the "how much measures."

How much (HM), how well (HW) or better off/difference made (DM)		Insert: <i>High (H), Medium (M) or Low (L)</i> for each					Action to Take Use it, delete it, repair it or add to <i>Develop Data List</i>
Measure	Type	Clarity	Importance	Measurability	Availability	Access	
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

Actions to Take: