Data Use for Decision-Making: TCI's Data-to-Action Planning Tools

The foundation for TCI's data-to-action plan is developed during the program design phase in the **blue** columns of the template shown below. During routine monthly or quarterly feedback meetings, the template developed during the program design phase should be revisited and the **red** columns completed by city managers (and implementers) with support from TCI coaches.

The Data-to-Action template prompts you to discuss the following:

- The **programmatic or policy questions** that need to be answered to ensure the program is on track to achieve defined outcomes. For example: Are we reaching clients in need of family planning services? Are methods in stock at facilities? Are resources adequate to maintain quality of care?
- The **data** necessary to answer the programmatic or policy questions. These can include quantitative and/or qualitative data. Examples include the number of modern contraceptive adopters by background characteristics and the percentage of facilities with long-acting reversible contraceptives in stock.
- The **data sources** containing the data. Key data sources are project records, the health management information system (HMIS), service delivery point assessments, client exit interviews, household surveys and Most Significant Change stories
- **Specific action points** to address any performance issues or identified gaps. During the semiannual program outcome review meetings, the team may identify broader actions, possibly entailing course correction and/or the abandonment of one approach or intervention in favor of another TCI evidence-based approach, than actions identified during the more routine monthly or quarterly feedback meetings.
- **The stakeholders** who will take the necessary actions.
- **The timeline** for completing the actions.

TCI Data-to-Action Template

Today's Date:____

Geography: ____

Attendees: ____

Programmatic or Policy Question	Data Needed	Data Source	Findings	Action/Decision	Responsible Stakeholders	Timeline