



# TRAUMA-INFORMED DATA COLLECTION

## Types of Data Collection

**Facilitated Discussion:** An informal conversation involving the presence of an objective third party.

- This method is typically used in a group setting to help youth engage with others who might have similar experiences.

**Interview:** Structured conversation where one person asks questions and the other answers.

- Can be used at intake when youth are entering programming, during programming, or when a youth is transitioning out of programming.

**Surveys:** A list of questions aimed at extracting specific data from a particular group of people.

- Can be used during intake or at the end of programming. Youth are given the opportunity to be anonymous, encouraging them to answer honestly.

## STRATEGIES

## ACTIONS

## OUTCOMES

Be clear and explain the purpose of your data collection to the population you are engaging with for the initiative.

Inform the community and staff on the importance of why this data is being collected, the intended use of the data, and where the data will go. This can be done through email, printed materials, phone calls, and informal conversations.

Staff will be able to explain the importance of data collection to the community. If the community understands its intended use, the information given could be more accurate.

Consult staff, youth leaders, and/or community leaders on the best methods to collect data.

Leverage an advisory board, survey, facilitated discussions, intake forms, or interviews to understand what method is most accessible for various populations.

Ensures community concerns are reflected and prioritized. There is an inclusion and integration of community voice.

Ensure findings reach and return the community and stakeholders involved.

Once the data collection process is complete, share results by communicating findings to the community through a graphic, powerpoint, email, meeting, etc.

Develops a relationship of trust between the community and the organization/agency.

Before a survey, intake form, and/or interview, establish clear protocols for the data collection process.

Offer assistance with interpreting questions. Ex: "I am here if you are having trouble understanding any of the questions."

Gives participant a sense of comfortability knowing they have support if they are struggling.

Give participants the option to skip questions that may not apply to them.

Inform participants what questions are optional. If there are required questions, explain why they are required and how the information will be used.

Builds collaboration, safety, and trust. If participants understand what is required, they will be more inclined to answer and engage.

Create a private and welcoming space where participants can share information and lived experiences freely without judgement.

Identify a space or room that is separate from programming. Make sure the space is clean and organized.

Private spaces act as brave and safe environments for participants to engage and present themselves authentically.

Learn about possible biases and ensure a plan for preventing them during data collection.

Identify how your gender, race, social identity, lived experiences, and privileges relate to or differ from the population you are engaging with.

Continuous conscious reflection is done to prevent bias.

Consider environmental factors and language that may re-traumatize participants.

Avoid labeling a person's experiences. Make sure to ask the individual whether there are any accommodations they may need. Add color and other materials.

Materials increase participant engagement and boosts mood while avoiding re-traumatization.