Data Collection Plan Worksheet

This worksheet can be used to structure the information you need (that you already have and that which you will need to collect) to support decision-making around how to optimize during scale-up, based on implementation evidence.

Questions we want to ask routinely	Information/Data we'll use to answer	Method to collect it	Frequency of collection	Where will this information be collected?	Who will collect the information? *(Consider what skills are needed to collect this information)*	Who will analyze the information? *(Consider what skills are needed to analyze this information)*	Who will use the information for decision making and generating adaptations?	What tools are needed to collect, analyze, and use this information? *(Or how will existing tools be modified?)*	Questions and considerations about this information stream *(e.g. Skills or capacity needs, budget or time implications, other anticipated needs or challenges)*
Data/ information we already collect									
New data/ information we will collect									