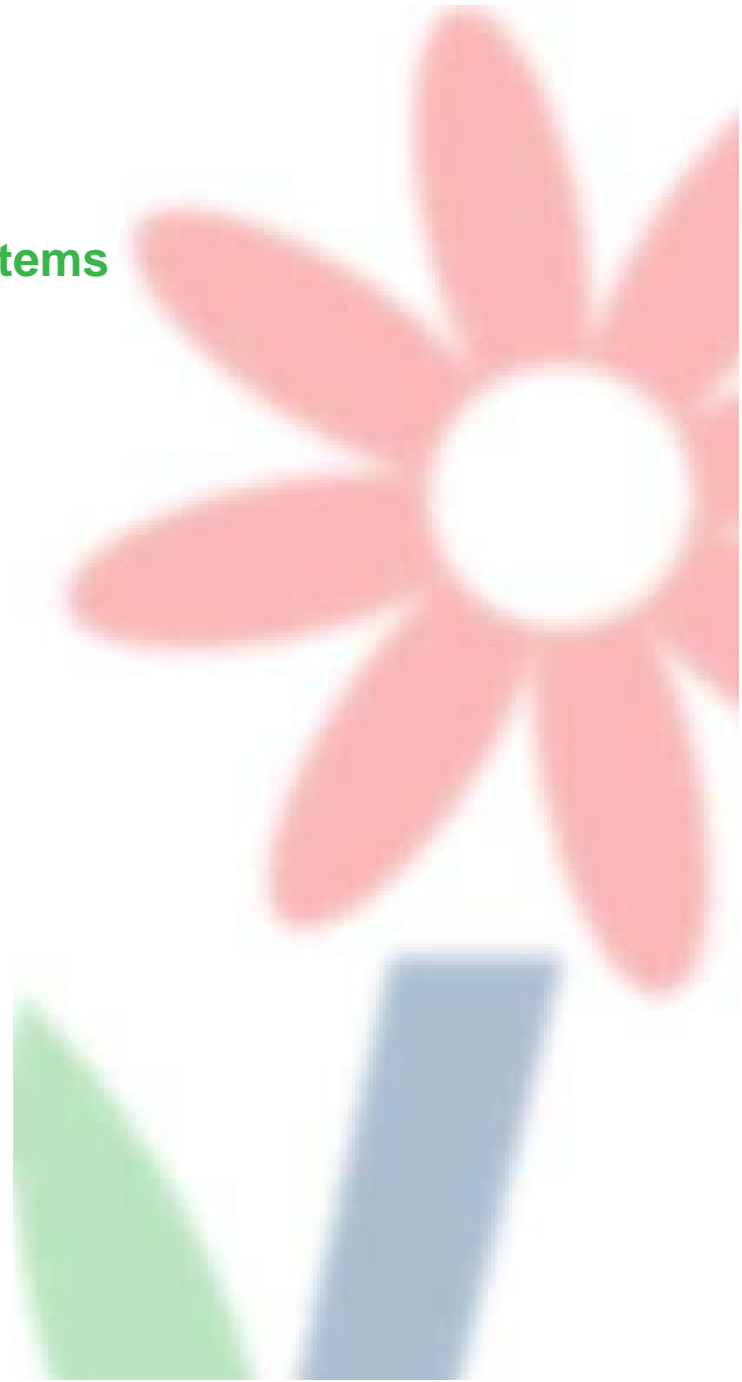




The Center for IDEA
Early Childhood Data Systems

Supporting DaSy Clients in Stakeholder Roles





Principles of Effective Stakeholder Engagement

- Define and articulate the purpose of the work in meaningful ways
- Specify desired outcomes
- Define short and long term outputs/products
- Determine timelines
- Establish and sustain trust-based partnerships
- Establish an agreed upon group process
- Develop guidelines for effective communication
- Outline and articulate expectations for stakeholder engagement
- Emphasize shared ownership of problem solving
- Practice timely, reflective, flexible and responsive decision making



Stakeholder Engagement Process

**Stage 1:
Inform**

**Stage 2:
Prepare**

**Stage 3:
Act**

Reflect



Stage 1: Inform

Provide specialized supports and technical assistance geared toward educating clients on:

- What can be accomplished with an integrated data system
- Benefits to children and families





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**Stage 1:
Inform**

Help develop “data systems literacy” by gathering information about the purpose and benefits of the integrated data system efforts.

Guiding questions may include:

- Who is leading the integrated data system work?
- Why is the integrated data system needed?
- What benefits and challenges of building and using an integrated data system has the state anticipated?
- As the state considers the data system, what might it look like?



High Quality Coordinated Data Systems

**Stage 1:
Inform**

Understand the benefits of a high-quality integrated data system, such as:

- Enables users to analyze data and answer critical questions about child and family outcomes
- Helps states and programs identify the impact of specific services they provide
- Guides program improvement and future actions



Stage 2: Prepare

Understand the context in which the integrated data system work is occurring.

- Map the state's data landscape
- Connect clients with initiative leaders
- Identify how Part C/Part B 619 representatives fit into context of work
- Gain access to the lead agency's stakeholder engagement plan
- Review the plan to identify expectations for engagement



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**Stage 2:
Prepare**

Active engagement requires purposeful planning.

- Identify specific outcomes clients hope to achieve as a stakeholder in an initiative
- Understand specific information a data system might yield
- Understand how the information gained improves child and family outcomes
- Strengthen data systems literacy



Stage 3: Act

Develop and strengthen relationships between clients, leaders, and other stakeholders.

- Discuss roles/responsibilities
- Respond to concerns about involvement opportunities
- Encourage clients to be active members of the stakeholder group through information gathering



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**Stage 3:
Act**

Discuss the stakeholder group process and functioning.

- Examine the balance of perspectives represented among stakeholders
- Discuss opportunities stakeholders are given to provide input
- Identify patterns of interactions among group members
- Reflect on the group dynamics
- Engage in shared problem-solving

Reflect

Assess the progress toward targeted outcomes.

- Examine clients' roles and contributions
- Review principles of effective engagement relative to the group's work





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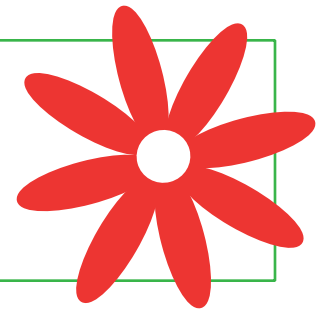
Reflection

Reflect on work and experiences throughout the stages of the stakeholder engagement process (Inform, Prepare, Act).

- Determine client's needs and collaborate to seek solutions
- Model problem-solving strategies
- Provide information, tools, and resources that support client in the stakeholder role



Putting it all together:



- Provide a continuum of relevant, useful, and responsive resources and technical assistance activities
- Individualize materials to suit clients' needs and unique situations
- Link clients to resources and information
- Build knowledge and capacity to function effectively through communication, cooperation, trust, and collaboration