

Qualitative Data Worksheet

Activity	Survey	Interviews	Focus Groups	Forums
How will participants be reached?				
Who will contact the participants or publicize the event?				
Who will participate?				
In which zip codes will the activities be conducted?				
Where will the activity be conducted?				
When will the activity be conducted?				
How will results be recorded and quantified?				
What staff and volunteers will be assigned to each activity?				
How and by who will quantitative data results be compiled?				
Who will summarize the qualitative responses?				