Serving as a Stakeholder for a Cross-Agency Data System Initiative
Stakeholder Engagement Process

Stage 1: Inform	Stage 2: Prepare	Stage 3: Act
During this stage you will: • Gather and process information about the planned initiative • Identify project partners • Understand the vision • Gain knowledge needed to be a contributing member of the stakeholder group, including building data literacy • Understand the benefits of an integrated data system	During this stage you will: • Develop a deeper understanding of the scope of work • Identify how Part C/619 fit into the work • Clarify the expectations for your engagement in the development of the integrated data system • Plan ways to support your participation in the stakeholder group	During this stage you will: • Develop and strengthen relationships with other stakeholders and leaders • Understand roles and responsibilities among stakeholders, balance of perspectives, group dynamics • Actively engage in the stakeholder engagement process by advocating for C/619 needs
General Guiding Questions: • Who is leading the integrated data system work? Who else is participating as a stakeholder? • Why is the integrated data system needed? • What benefits and challenges of building and using the system has the state anticipated? • As the state considers the system, what might it look like?	Guiding Questions: • What questions do you hope to answer by using a data system? • How will answers to these questions help improve child and family outcomes? • What will be needed from each participant's agency/program to sustain Part C/619 involvement in the stakeholder group?	Guiding Questions: • What are the timelines and priorities of the plan? • How will each agency have access to or "own" the data? • Are all voices in the group being heard and considered? • Am I an active participant it the group? If not, what is needed for my participation to increase?
Specific Guiding Questions for Part C and 619: • What will be the benefit of the system for Part C/619 programs? • What questions does my program want to be able to answer that we can't answer already?	Specific Guiding Questions for Part C and 619: • What Part C/619 data should be included in the system? • What data from other programs/ agencies needs to be included for Part C/619 to be able to answer critical questions? • Who else within my agency has critical data systems knowledge that I need in order to be an effective participant in the stakeholder group? • What additional discussions and collaborations are needed within my program/agency?	Specific Guiding Questions for Part C and 619: • Where does Part C/619 fit into the state's priority timelines? • Are Part C/619 needs for access, data and ability to answer critical questions being considered?

Reflect
As you participate as a stakeholder, please consider: • Is the work moving ahead in the direction that I had hoped/expected? • Am I playing an active role in moving the work forward? • Am I getting the information I need from leadership to make informed contributions to discussions? • Is Part C/619 being adequately represented in the work? Techniques to consider: • Determine your needs in advance and seek solutions and assistance within your agency or from the DaSy Center • Address challenges as they arise – don't wait.

Takeaways

- Actively seek and gather information needed to make informed contributions
- Strengthen relationships with leaders and other stakeholders
- Build knowledge and capacity to function effectively as a stakeholder through communication, cooperation and collaboration
- See support when needed