



# Top 5 Tips to Creating Inclusive Data Collection Practices

## 1. Reflect Carefully on Purpose

Consider why you are collecting data and determine the difference between what you *need to know* versus what is *nice to know*.

## 2. Invite Affected Communities and Individuals With Lived Experience To Participate Throughout the Process

Inclusion isn't exclusive to data collection but can also have powerful effects during the data planning, analysis, and interpretation phases.

## 3. Offer As Many Options As Possible

Traditional data collection processes may force participants into "boxes" that don't feel authentic or respectful. Offer response options that cover a variety of scenarios, allow for multiple responses, and provide choices, such as space for narrative responses and the discretion to skip questions.

## 4. Be Flexible and Adaptable

Inclusion happens when we consider possibilities that go beyond our own preferences or the "traditional" way of doing things. Listen to the needs of others and create opportunities that enhance access for them.

## 5. Prioritize Time and Resources

Inclusive data collection requires adequate time and resources, as well as thoughtful planning and communication that respects the needs and boundaries of others.