SERVE IDAHO
SITE VISIT TESTING GRID
Data Quality

Data Source Documents Sampled	A	B	C	D	E

Test Legend:

A = Items reported in data line up with the defined performance measure for the grant
B = Data collection methods are clearly documented
C = Policies and procedures exist to direct data collection
D = Data totals line up with the most recent reported information on the APR
E = Data forms are filled out completely and accurately

Tickmark Legend:

___ Met testing criteria
___ Data collection instruments do not collect data that lines up with performance Measures
___ Data collection methods are not clearly documented
___ Data collection policies and procedures are missing
___ Data collection policies and procedures need further development
___ Data records do not line up with totals on the APR
___ Data record is incomplete
___ Data record is inaccurate

Sampling Plan:

The universe for this sample is all data collection instruments for the _____ AmeriCorps program.

There are _____ members serving with this program who complete data collection instruments every _____. We are including all data collection instruments from the period _____.

Serve Idaho determines that a sample size of ____ instruments for ____ months will sufficiently determine if internal controls are adequately working.