

## Summarizing Data: Companionship-Transportation Survey Sample

Use an existing database or develop a simple spreadsheet to summarize your data and report to stakeholders. Below is a super simple way to summarize the information for the H9 outcome: clients report having increased social ties and/or perceived social support. You will need the pile of surveys, a tally sheet(s), a calculator and a pencil.

### Steps

1. Gather all of the Companionship-Transportation surveys into a pile.
2. Develop (or download) a tally sheet like this one.

Number of eligible respondents (i.e. 16 weeks or more of service): ____ Number of respondents: ____	Number that somewhat agree or strongly agree
Q1 ... I feel less lonely.	
Q2 ...I feel I have close ties to more people.	
Both Q1 and Q2	

3. Note the number of eligible clients that were offered a survey. For Better Times RSVP, the 750 clients that receive at least 16 weeks of service were offered a survey. Then, count up actual surveys received and note that number. Better Times RSVP received 450 completed surveys.

Number of eligible respondents (i.e. 16 weeks or more of service): <b>750</b> Number of respondents: <b>450</b>	Number that somewhat agree or strongly agree

4. Go through the pile and focus on just two statements in each survey: Question 1 (...I feel less lonely) and Question 2 (...I feel I have close ties to more people). For each survey, you should put only one hash mark (or leave blank) on the tally sheet.

- If “somewhat agree” or “strongly agree” is marked for **both** Q1 and Q2, put a hash mark in “both Q1 and Q2”.
- If “somewhat agree” or “strongly agree” is marked for Q1 (only), put a hash mark in that row.
- If “somewhat agree” or “strongly agree” is marked for Q2 (only), put a hash mark in that row

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- Do not put anything if the respondent checks “not applicable”, “somewhat disagree”, “strongly disagree” or leaves the question blank.

Number of eligible respondents (i.e. 16 weeks or more of service): <u>750</u> Number of respondents: <u>450</u>	Number that somewhat agree or strongly agree
Q1 ... I feel less lonely.	++++ +++++ +++++ +++++ ++++ +++++ +++++ etc.
Q2 ...I feel I have close ties to more people.	++++ +++++ +++++ +++++ ++++ +++++ etc.
Both Q1 and Q2	++++ +++++ etc.

5. Count up the totals and note the numbers. Here’s what Better Times RSVP found:

- Q1...I feel less lonely=150 agree responses (somewhat or strongly)
- Q2...I feel I have close ties to more people=100 agree responses (somewhat or strongly)
- Both Q1 and Q2=125 agree responses (somewhat or strongly)
- Total=375 agree responses (somewhat or strongly)

Number of eligible respondents (i.e. 16 weeks or more of service): <u>750</u> Number of respondents: <u>450</u>	Number that somewhat agree or strongly agree
Q1 ... I feel less lonely.	150
Q2 ...I feel I have close ties to more people.	100
Both Q1 andQ2	125
Total	375

6. Report on the H9 outcome in eGrants using your progress report. Better Times RSVP can report that 375 out of the 450 (83%) surveyed clients report having increased social ties and/or perceived social support. In the progress report, they would simply write the number, “375”, as in “375 homebound OR older adults and individuals with disabilities report having increased social ties and/or perceived social support”.

7. Other reports. In addition to the progress report, think about other reporting opportunities where you might share the information in more detail. For instance, “750 clients received companionship and transportation services from Better Times RSVP volunteers. Of the 450 clients who completed surveys...

- Eighty-three percent (83% or 375) of the clients completing a survey report having increased social ties and/or perceived social support. Of that group of 375 clients:
  - Forty percent (40%) agreed that because of the RSVP volunteer, they feel less lonely.
  - Twenty-seven percent (27 %) agreed that because of the RSVP volunteer, they have close ties to more people.

Thirty-three percent (33 %) agreed that because of the RSVP volunteer, they feel less lonely AND also feel that they have close ties to more people.