Community Data Program

CCSD's Flagship initiative

Canadian Council on Social Development

Community Data Program

Report of the Annual Meeting for the 2015-2016 Program Year

May 26-27, 2016

Banff, Alberta

Contents

Participants

A total of 28 participants
23 participants in person and 5 participants via cdp.adobeconnect.com
17 Consortia were represented

In-Person
1. Sudbury- Inga Kaleta and Marc Lefebvre
2. York – Anna Malenkov and Maria Leonis
3. WDG – Auburn Larose
4. Bow Valley – Allison Gerrits, Bruce Gleig (Biosphere), Lisa Brown (Canmore)
5. Halton – Ted Hildebrandt
6. London – Mo Jeng
7. Red Deer – Franklin Kutuadu and Brendan Neilson
8. Kingston – Cheryl Hitchen
9. Peel – Andrea Dort
10. Erie-St. Clair – Clifford Ekwempe
11. Calgary – Sian Jones, Jasmine Ing, Emily McGirr
12. Toronto – Heath Priston
13. Waterloo – Amy MacArthur
    CCSD: Katherine Scott
    CCSD/CDP: Michel Frojmovic, Michael Ditor

Virtual:

14. Perth-Huron – Tracey Birtch
15. Simcoe – Trevor McAlmont
16. Hamilton – Lousia Wong
17. (rest of) Northern Ontario - Amandine Martel
    CCSD/CDP: Mary Clarke

Regrets: Newfoundland and Labrador, Saint John, Montreal, Karwartha Lakes and Haliburton, Niagara Region, Ottawa, Oxford County, Parry Sound-Nipissing, Peterborough, Simcoe County, Winnipeg, Regina, Wood Buffalo, Vancouver

Documents

- [Meeting agenda](#)
- [Main meeting presentation](#)
- [All presentations (zip file)](#)
- [WDG Data Model (53.4MB - macro-enabled Excel file)](#)
- [Draft Schedule B 2016-2017](#)
- [2015-2016 Annual Report](#)

Recordings of presentations

These links will open a recorded Adobe Connect session:

- [Auburn Larose, Wellington-Dufferin-Guelph](#) (poor quality recording)
- [Marc Lefebvre, Sudbury](#)
- [Mo Jeng, London](#)
- [Heath Priston, Toronto](#)
- [Maria Leonis and Anna Malenkov, York](#)
- [Day 2 Roundtable discussions (3hrs)](#)

Meeting Notes

1. Introduction

1.1 Meet and greet

1.2 Opening remarks, Katherine Scott, VP Research & Policy, CCSD

1.3 Purpose and structure of the meeting, Michel Frojmovic, Lead, CCSD Community Data Program

- Network and share information among Lead organizations
- Generate input to program decisions and strategic direction
- Provide information updates by Community Data Program Team and CCSD

2. Review of 2015-2016

2.1 Review of 2015-2016, Michel Frojmovic

- See Annual Report pp. 3-32
- Total of 31 consortia including new agreements with Newfoundland and Labrador, Kawartha Lakes and Haliburton, Perth-Huron, and (the rest of) Northern Ontario

2.2 Review of data usage in 2015-2016, Michel Frojmovic

- See Annual Report pp. 24-28
- Ubercart tool for downloading data tables provides statistics of data usage
- Data usage has increased over past four years but is not where we would like it to be

3. Presentations by members on data use cases

3.1 Presentations of data use cases by consortia

- Wellington-Dufferin-Guelph (Auburn Larose), Data model constructed using TGP tables and standard community tables from the NHS and Census. The data model is [available for download from the CDP server (53.4 MB)](#).
  - o The presentation focused on the demonstration of a recently created data model. The data model uses 2011 Census and NHS data at standard and custom geographies for Wellington-Dufferin-Guelph. The model uses both Target Group Profile data and standard Census and NHS profiles. The data model is based in Excel and uses the PowerPivot add-on and macros to create a streamlined user experience. Users can browse data by topic, using customized dashboards, or by creating their own pivot tables.
- Sudbury: Marc Lefebvre, Manager of Population Health Assessment and Surveillance with the Sudbury & District Health (SDHU) unit presented *Geo-vizualization of CDP data Using InstantAtlas*^{TM}. InstantAtlas^{TM} is a third party HTML/Excel-based application that allows users to interact with data dynamically linked between maps, tables and a variety of types of graphs. The SDHU has compiled select variables from the 2011 census and NHS that users can choose to map using StatCan standard geographic units (DA to CD) or consortium Custom Geographies. Much of the work has been undertaken by student placement and temporary research assistant staff with hopes to launch the application internally as a decision support tool in the fall of 2016. The SDHU is a member of the Sudbury-Manitoulin Data Sharing Network (formerly the Sudbury Data Consortium) and is also exploring means to share the application with fellow members of the consortium.Screenshots of Marc's presentation [are available here](#).
- London (Mo Jeng), London's Fact Sheets and Community Snapshots. Mo's presentation [is available here](#).
- Toronto (Heath Priston), Toronto consortium data uses and ideas for annually updated neighbourhood-level reporting. Heath's presentation [is available here](#).
- York (Maria Leonis and Anna Malenkov), Demonstration of application built using CDP data - C-INFO York. A screenshot from Maria and Anna's presentation [is available here](#).
  - o York Region staff demonstrated a new tool that was developed in partnership with the York Region Data Consortium called C-INFO York. The web-based tool displays selected socio-economic data from CDP and program data from Consortium members at Census Tracts and electoral Wards. The tool gives members access to local level data to help inform program and service planning and make evidence-based decisions.

ACTIONS:

- Explore the idea of making CCSD's server available for WDG-style dashboards replicated for multiple consortia. This would not happen in 2016-17 but we could rely on the Capacity Building WG to consider options for using WDG and other locally designed tools as best practices to be replicated among other consortia.
- Add material to Resource page and/or Member's individual pages
- Ask Marc Lefebvre (Sudbury) about linking to their mapping tool - **UPDATE: THE MAPPING TOOL IS NOT POSTED PUBLICLY AND DISCUSSION IS ONGOING AS TO WHETHER IT WILL BE MADE PUBLIC**

- Ask Mo Jeng (London) about linking to London's 11 factsheets, 42 detailed & one page neighbourhood profiles, and 29 Community Snapshots. www.London.ca/about-londoncommunity-statistics/pages/default.aspx
- Explore the cost of a map-based data access tool similar to the Community Map prepared for Pathways to Canada
- Ask Heath about linking to Toronto Neighbourhood Snapshots
- Link to York's Data Warehouse

4. Plans for 2016-2017

4.1 Program leadership

4.1.1 Review of Program Steering Committee, Michel Frojmovic, CDP Lead

4.1.2 Selection of new steering committee members, Michel Frojmovic, CDP Lead

Steering committee membership is reviewed every two years. The following members will serve on the committee for the next two-year period, until March 31, 2018.

- Calgary, Jasmine Ing, new
- Red Deer, Franklin Kutuadu and Brendan Neilson, continue
- County of Simcoe, Trevor McAlmont, continue
- Toronto, Heath Priston, continue
- WDG, Auburn Larose, continue
- Peggy has been asked to approach the CCSD board regarding Project Steering Committee membership. Current board members are Mike Toye (Canadian Community Economic Development Network) and John te Linde

4.1.3 Overview of Work plan and budget for 2016-2017: Michel Frojmovic, CDP Lead

- See Annual Report p. 33-50 and Annex 2
- Focus on capacity building and training and information sharing
- Web development project

ACTIONS:

- Provide webinars on most popular products (See Annex B below)
- Conduct survey of all users regarding thematic priorities as an input to the data order (and an input to a phase 2 of pre-packaged indicators)
- Include language for acknowledgement in the email goes out with every catalogue download
- Follow up with Jasmine Ing about Calgary-led webinars (See Annex B below).
- Consult with Kirstin about a taxfiler webinar
- Integrate webinar format description and schedule of webinar events into resources page

4.1.4 Agreement Renewal Process, Michel Frojmovic

- Majority of revenue is from consortium fees
- Largest cost is program team and second largest is data acquisition and purchase
- 19 of 31 consortium agreements expire on March 31, 2017

ACTIONS:

- Notify ALL leads of terms of MoA renewal
- Follow-up with Alison Gerrits (Bow Valley) about Alberta FCSS meeting of 7 big cities to reach out to prospective Alberta members

4.2 Data purchase and access

4.2.1 Review of Schedule B for 2016-2017, Michael Ditor

- A few data tables left over from last year

Schedule B Data Requests

- Taxfiler custom cross-tabs:
    - Age, Children & Youth: 0-6, 0-12, 18-29
    - Age, Seniors: 55-65, 65+, 65-74, 75+
    - All families with children as a variable
    - All individuals (across all family types)
    - Add $1 million+ as an income band for pre and after tax
    - Identify a wealth indicator
    - Calculated financial assets
    - Source of income: Break out GIS from OAS
- Census: multigenerational households target group
- We will stop acquiring tables from 2011 Census/NHS
- GSS: Before acquiring any more tables, confirm that we can report at the CD level – without the need to use caution - for at least half of the CDs represented in the CDP. Leads were reluctant to work with data that must be used with caution. Request more footnotes for data quality. (the other letters aside from "E")
- CIC data are really important – continue to press the CIC about the data cube at the CSD for as many variables as possible.
- LFS: Ask about data availability and cost for a monthly or quarterly subscription for the CDP
- TransUnion vs Equifax: Recommend switching to Equifax because of response rate, not data quality

City of Calgary data requests to the CDP sent May 2016

Labour force survey

- Self employed by age and gender (CMA level or smaller)*
- Hourly wages by industry (CMA level or smaller)*

Taxfiler

- 2013 Taxfiler (T1FF) - Working Poor and Income inequality data with the money saved from not ordering the community poverty project tables (same geographies as ordered for previous years)
- Calculated Financial Assets (Family Units by Level of CFA) (Economic region or smaller)*
- Persons Reporting Total Income of $1 Million+ (CMA level or smaller)*

NHS/Census

- Household-level variables for census and NHS target group profiles using the same methodology as the CPP tables (Households with at least one member of the target group included, I think)
- Census of population results from based on NHS sample (population in private households) for Calgary CSD (for comparison to target group profiles). This item is needed because the Census TGPs for populations drawn from the NHS (e.g. Aboriginal identity) report on the population in private households, while the Census profile reports the total population. Please contact Jasmine Ing if you have questions.
- Population by age and housing structure, including collective dwelling (we specifically require a cut of the population 65+)
- Do we have any information about whether CMHC will continue to provide HiCO? We have two items that are very important to our work that are provided in that dataset and if HiCO is not continuing, we would want to add these to the CDP catalogue:
    o Number in core housing need by age
    o Housing tenure by age

Other

- Survey on Household spending (CMA level or smaller)*

*CDP team to revisit with STC the possibility of acquiring LFS data reported at census agglomeration, census division or census subdivision geography.

4.2.2 Custom Geographies, Michael Ditor

- Any updates to custom geographies should be submitted soon (before end of summer, August 31)

4.2.3 Enhancing the communitydata.ca catalogue, Michael Ditor

- Strengthening metadata
- Cleaning up data tables

4.3 Train people and build capacity

4.3.1 Capacity Building: Goals, Katherine Scott (CCSD)

- Three different audiences for data: High capacity, medium capacity and modest capacity users

4.3.2 Report from the Training and Capacity Building Working Group, Mary Clarke (CCSD)

4.3.3 Adobe connect webinar tool and future events, Michel Frojmovic

4.3.4 ENVISION, orientations, day-to-day inquiries, Michael Ditor

- Questions about use of Envision, still not well used, most users are GIS savvy

4.3.5 Web-development project (in depth review on Day 2), Michel Frojmovic

- Suggestion: Attach an "I used this" testimony and upload it as a pdf and attach it to the data product

4.4 Communications and sharing results within the network

4.4.1 CDP Newsletters, Michael Ditor

4.4.2 Community Snapshots, Michael Ditor

4.4.3 CDP Infographics and Community Profiles, Katherine Scott

- Strength in Numbers series, Eight fact sheets done
- Community profile series, fillable pdfs
  - Looking for feedback on these draft community profiles

4.5 Build and foster partnerships

4.5.1 Outreach and new consortia: Membership objectives, Michel Frojmovic

4.5.2 Community Data Canada Roundtable, Michel Frojmovic

- Plan to increase number of webinars

4.5.3 Neighbourhood Financial Health Index – progress report, Michel Frojmovic

4.6 Decisions

4.6.1 The workplan was approved (see annual report)

4.6.2 Schedule B was approved (see draft Schedule B)

5. Conclusion of Day 1

5.1 Concluding Remarks, Michel Frojmovic and Katherine Scott

6. Day 2 Roundtable Discussions

6.1 How to establish and run a consortium

Issues around running a consortium

- Organizations want to see the value of their membership demonstrated
- Value for members comes back to their capacity to use the program
- How to demonstrate to supervisors that Leads' time in program is worthwhile? (Calgary)
- Local training has helped to build the program (WDG)
- Despite extensive holdings, CDP does not always meet the particular data needs of certain members (Calgary)
- The connections within the consortium and across the country are considered valuable (Halton)
- Publication of data profiles met with different reactions depending on community (e.g., Francophone vs Aboriginal populations) (KFL&A)
- Members are interested in getting other members' data. Value is demonstrated through the connections created through the network (Sudbury)
- London indicated that it would be a struggle to maintain membership. The library went with Environics Analytics, as it was considered more relevant to their needs. Other organizations want to be members but don't have time - they want ready-made products.
- Toronto: needs to go to council to justify CDP as sole-source procurement decision -the case is made economically, indicating how much the data would have cost otherwise. Also experiences struggle balancing between mandate to help organizations with data requests and recruiting for the consortium.
- Some consortia have separate administrative and technical meetings
- York: How to deal with liability issues arising from Open Data practices?
- Allowing CDP to be more 'open' would undermine recruitment efforts (Sudbury)
- Sudbury receives information requests - not data requests. They almost always manipulate the data before distributing to prevent misuse. Stresses the process of data → information → intelligence.

Supporting Leads to demonstrate value added

- CCSD has a role to play in supporting leads' efforts to create local products (e.g., infographics, data sets that are regularly used) and demonstrate value-added
- Sudbury's new name is "Sudbury-Manitoulin Data Sharing Network". Ask Marc for the terms of reference prepared for the Data Sharing Network as a resource for other consortia
- Post our Survey Results as a resource
- Create a questionnaire in advance of the Fall Leads Teleconference asking questions about how leads support their members. Will serve as input to an inventory of assistance that they provide members
- Once per year should target key partners that have regular, recurring needs and also have the capacity to use the data

Creating a Membership renewal Package

- Support leads in demonstrating value of the CDP

- Request from Heath Toronto's justification note for Council – their case for requiring a sole source from CCSD
- Provide metrics for each consortium regarding use of data by member organizations and individual users - # of downloads, # of members with zero downloads, most popular downloads. Will serve as list of infrequent and non-using members for outreach
- Provide insight on the cost of data – a one pager indicating total costs, what products are provided at no cost, historical perspective on costs over a 5 year period of an MOA. Send a draft to Marc L. for comment. Information on pricing of 2016 Census products once we have it
- Include reference to CCSD's national leadership role via CDP: networking, webinars, infographics
- Include success stories from survey of 91 users

Other actions:

- Re-position website as a marketing tool in advance of renewal process
- Create email list of member organization representatives for discussion items

6.2 Building capacity for using and reporting on community data.

Community Improvement Project

- Sorting by "most popular" is not picking up the products downloaded the most within the past year. Confirm how popularity is now defined.
- Build presentation slides and recordings into Drupal as alternative to downloading or linking
- Auto-generate metrics for each consortium regarding use of data by member organizations and individual users. These metrics could appear in each members page.
- Allow users to search their download list included in their user profile. Some of these lists are multiple pages long
- Confirm whether the default date of download can be the most recently downloaded version rather than the oldest date?
- Confirm whether Ubercart can let user know they have already acquired a particular product
- Use allrecipes.com as a model for enhancing the catalogue search tools: adding Boolean logics and capacity to check multiple search options
- Provide Leads access to the Data Index Excel file
- The Data Index file needs to be reviewed (e.g., make sure terms are not misleading, avoid conflict with STC terms)

The data access tool

- Audience is non-technical users (including those not attached to a consortium)
- Lead with infographics delivering a social development message at a national level.
- The infographics can push people to the ccsd.ca and communitydata.ca websites, including to access underlying data for smaller geographies and information about program membership
- Treat the product as both a data access tool and a marketing tool
- Focus on 20-30 of the most interesting topics

- All topics available within a single spreadsheet for a particular consortium down to CSD level, and MAYBE custom named neighbourhoods (avoid any geography that does not have easy to understand labels)
- Should include a comparison geography, preferably the Province
- Do not include CT or DA as these mean nothing to the non-technical user.
- Deliver a prototype in advance of the Leads Fall Teleconference
- Phase 1 – infographic and consortium-specific data down to CSD and named neighbourhoods
- Phase 2 – add visualization, trend data (2006-2016)

7. Annual Meeting 2017

The Kingston Consortium has offered to host the 2016-2017 annual meeting.

Location: Kingston, Ontario

Date: May 25-26, 2017

- ACTION: The date and location will be shared with all consortium leads to ensure broad support.

8. Wrap up

8.1 Concluding remarks, Michel Frojmovic and Katherine Scott

Summary of Actions

3.1 Presentations of data use cases by consortia

- Explore the idea of making CCSD's server available for WDG-style dashboards replicated for multiple consortia.
- Add material to Resource page and/or Member's individual pages
    - ~~Link to Sudbury's (**Marc Lefebvre**) mapping tool~~, London's (**Mo Jeng**) factsheets, profiles and community snapshots, Toronto (**Heath**) Neighbourhood Snapshots, and York's Data Warehouse.
- Explore the cost of a map-based data access tool similar to the Community Map prepared for Pathways to Canada

4. Plans for 2016-2017

4.1.3 Overview of Work plan and budget for 2016-2017

- Develop plan for Resource Section of the website. Identify gaps and develop workplan/timeframe to fill in what's needed, including webinars and short tutorial videos.
- Create space in this section for members to share materials / activities. Cross link these items to individual member pages.
- Provide webinars on most popular products (See Annex B for list)
    - Follow up with **Jasmine Ing** about Calgary-led webinars. Next one on Aboriginal data in September.
    - Consult with **Kirstin** about a taxfiler webinar
    - **Auburn**: Have her do a webinar on the use of power query and power pivots. Set out process for creating automated infographics/dashboards.
    - Integrate webinar format description and schedule of webinar events into resources page
- Send out a request to leads to provide overview of what they are doing for their members (in time for Sept leads' meeting). Review current survey to see what we can post to the member pages – and / or ask them to provide a list in the request for information. (key to local marketing).
- Conduct survey of all users regarding thematic priorities as an input to the data order (and an input to a phase 2 of pre-packaged indicators)
- Include language for acknowledgement in the email goes out with every catalogue download
- Prepare RFP for new web project, highlighting need to market the program – for the CCSD and our local consortia. Focus on front page / benefits to program / resources.
- Send out "data index search table" to leads for review.
- **Katherine** to follow up on three infographics – will send out for comments. And push forward on final three.
- **Katherine** to develop next steps for CCSD/CDP fact sheets/infographics
- Organize meeting to determine to brainstorm a prototype data access product for the Community Profile. Also consider other potential interactive web generators – perhaps linked to a webinar on different software packages.

4.1.4 Agreement Renewal Process

- Notify ALL leads of terms of MOA renewal
- The Sudbury consortium has expanded to include Sudbury & Manitoulin census divisions. CDP team to confirm population change for MOA renewal
- Follow-up with **Alison Gerrits** (Bow Valley) about Alberta FCSS meeting of 7 big cities to reach out to prospective Alberta members

6. Day 2 Roundtable Discussions

6.1 How to establish and run a consortium

- Ask **Marc** for the terms of reference prepared for the Data Sharing Network as a resource for other consortia
- Post our Survey Results as a resource
- Create a questionnaire in advance of the Fall Leads Teleconference asking questions about how leads support their members
- Support leads in demonstrating value of the CDP
    - o Request from Heath Toronto's justification note for Council – their case for requiring a sole source from CCSD
    - o Provide metrics for each consortium regarding use of data by member organizations and individual users - # of downloads, # of members with zero downloads, most popular downloads
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    - o Include reference to CCSD's national leadership role via CDP: networking, webinars, infographics
    - o Include success stories from survey of 91 users
- Provide Leads with list of infrequent and non-using members for outreach
- List of data products with prices
- Information on pricing of 2016 Census products once we have it
- Re-position website as a marketing tool in advance of renewal process
- Create email list of member organization representatives for discussion items

6.2 Building capacity for using and reporting on community data.

- Sorting by "most popular" is not picking up the products downloaded the most within the past year. Confirm how popularity is now defined.
- Build presentation slides and recordings into Drupal as alternative to downloading or linking
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- Deliver a prototype in advance of the Leads Fall Teleconference
- Phase 1 – infographic and consortium-specific data down to CSD and named neighbourhoods
- Phase 2 – add visualization, trend data (2006-2016)

7. 2016-2017 Annual Meeting

- The date and location will be shared with all consortium leads to ensure broad support.

Annex A: Annual program workplan, 2016-2017 (Annual Report page 33-35)

SD1. Project leadership

SD	Activity	Deliverable	Milestone
SD1.1	Strategic Planning, workplanning & budgeting	Annual workplan & budget ready for Annual Program meeting	31-Dec-16
SD1.2	Finance & accounting	Invoicing, Payments. Monthly Revenue & Expenditure Statements	ongoing
SD1.3	CCSD-CDP staff team meetings	Regular meetings with CCSD senior management team	as required
SD1.4	Communication with webhost; backups; troubleshooting	Regular backups	ongoing
SD1.5	Communitydata.ca web infrastructure development/upgrading	Website upgrades planned and delivered (contingent on additional funds)	ongoing
SD1.6	Integrate CDP and CCSD websites	Two websites are fully cross-referenced and share common look & feel	ongoing
SD1.7	Prepare Consortium MoAs	MoA Renewal for 2017-2022 program, new MoAs prepared, signed, posted	ongoing
SD1.8	Administer consortium & organisational membership	Consortium invoicing instructions updated; CDP membership system maintained	ongoing
SD1.9	Host & coordinate Program Steering Committee	Teleconference meetings & notes	In advance of Leads Meetings
SD1.10	Prepare administrative reports	Monthly administrative reports for CCSD	monthly

SD2. Purchase and access data

SD	Activity	Deliverable	Milestone
SD2.1	Data acquisition planning	CDP Product Tracking File updated regularly; Prepare for 2016 Census order	ongoing
SD2.2	Negotiate data agreements	License/Data Sharing Agreements finalized with data providers	ongoing
SD2.3	Monitor data acquisition	Schedule B Orders finalized and implemented (specify tables)	ongoing
SD2.4	Administer user access	User registration system maintained, usage reports published trimesterly	ongoing
SD2.5	Upload data products	New data products uploaded to FTP	ongoing
SD2.6	Catalogue tables	Data Products Catalogued	ongoing
SD2.7	Enhance web-based	Web development project launched on March	June 30,

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SD	Activity	Deliverable	Milestone

		1, 2016 (See Annex 2) An "Index of CDP Data Products" will be released at the CDP annual meeting, relying on terms familiar to policy analysts and community developers.	2016 May 26, 2016
	catalogue		
SD2.8	Host and coordinate Data Purchase & Access Working Group	Meetings hosted as required	ongoing

SD3. Train people and build capacity

SD	Activity	Deliverable	Milestone
SD3.1	Respond to day-to-day user inquiries	Access to phone/email support to be more widely promoted via newsletter The web development project will integrate a Q&A section into communitydata.ca.	Ongoing June 30
SD3.2	Design & deliver program orientation	Orientation delivered to new consortia; follow-up orientations delivered as required.	Ongoing
SD3.3	Coordinate delivery of other training & capacity building activities	A webinar on transforming CDP data into infographics will be tested at the 2016 annual meeting. The workshop on "How to establish and run a consortium" will be run again at the 2016 annual meeting.	Ongoing
SD3.4	Develop training tools/web- based training content	A webinar series targeting CDP members will be developed, with a focus on using CDP data to create evidence-based stories. The CDP team will support the creation and dissemination of an infographic generation tool in the form of a "fillable PDF" Subject to budget availability, the CDP team will develop an online data access tool to make the most popular CDP data sets easily available in accessible formats.	Ongoing
SD3.5	Training & Capacity Building Working Group	Meetings hosted as required	Ongoing

SD4. Share results within the network (communications)

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SD	Activity	Deliverable	Milestone
SD4.1	Maintain regular communication with consortium leads		ongoing
SD4.2	Host and coordinate consortium leads	One annual teleconferences hosted in the Fall.	3rd Thursday of Oct
	teleconference		
SD4.3	Host and coordinate annual program meeting	One Annual meeting co-hosted and report prepared	3rd week of May
SD4.4	Create stories, generate data results, share best practices	he CDP team will continue to encourage CDP members to submit Community Snapshots.	ongoing

		The CDP team will continue to contribute to the development of new issues of the Strength in Numbers Series by making CDP data available in accessible formats. The web development project will ensure these tools and resources are fully accessible from communitydata.ca.	
SD4.5	Regular Newsletters & blogs written in English & French	Trimesterly Making it Count! newsletter published for CDP members	Scheduled for Fall, Winter and Spring

SD5. Build and foster partnerships

SD	Activity	Deliverable	Milestone
SD5.1	Recruit new consortia	Target: 20 members by end of Year 1; 30 by Year 4; 35 by Year 5	ongoing
SD5.2	Develop and update program marketing & membership package	Updated Program marketing package (presentation, primer)	ongoing
SD5.3	Partnership development	Outreach delivered to organisations such as universities	ongoing
SD5.4	Host & coordinate Community Data Canada Webinars	A webinar on the long form census will be delivered as the sixth Community Data Canada virtual roundtable. The annual roundtable will be transformed into a webinar series, aiming for shorter, more frequent events with a maximum capacity of 100 participants using the licensed Adobe Connect webinar tool.	CDC Webinar on May 3, 2016 Webinar series: at least 3x / year
SD5.5	Write proposals, including Community Analytics project proposals	Target: 5 Community Analytics contracts per program year @ $10,000 per contract	ongoing

Annex B. Webinar Notes and Topic Long List 2016-2017

- Statistics Canada Census 2016 follow-up webinar – between Nov 2016 and Jan 2017
- Using taxfiler data, including Income inequality / working poverty tables / LIM. To be delivered in conjunction with release in August of taxfiler tables. Invite a Statistics Canada methodologist.
- Presentation from Equifax on the product we are acquiring and other possibilities for enhancing the product: custom geographic requests, cross-tabs by age
- Approach Citizenship & Immigration Canada to deliver a webinar on permanent residents data
- Have Environics Analytics deliver a webinar on Envision and other products of interest to CDP members
- Product profile: Canadian Business Counts – have someone from STC and a CDP user
- Product profile: The General Social Survey
- Product Profile: The Postal Code Conversion File
- Explore pros and cons of different software packages / platforms for working with data, creating files, analysis and extraction, interactive design and mapping., e.g., Power BI; Instant Atlas; Geocortex Essentials; ArcGIS; QGIS. (Ask Marc Lefebvre about QGIS)
- Data visualization and infographics – A How To webinar– WDG, York, Toronto examples
- Data literacy workshop and evidence-based evaluation (Approach Social Planning Council of Ottawa with Katherine Scott)
- Invite local consortia to deliver Canada-wide webinars. Calgary has identified several topics, including a repeat of "Using the CDP catalogue and B2020; Calgary's webinar"
- Contact U. of Winnipeg to confirm their ability to use the webinar tool

Calgary has a few other workshops already prepared:

- Sub-municipal geographies
- Income inequality and working poverty
- Postal code conversion
- Calgary also plans to prepare one more workshop for our consortium members in September, likely on data regarding the Aboriginal population. If we think these workshops may be of interest to other consortia, Calgary is prepared to explore presenting them in the future.

Webinar format

- 60 to 90 minutes (depending on demand. 90 minutes for 75-100 participants), Target 1 webinar every 2 months, minimum 3 per year. Profile of CDP data products and analytical tools
- Product Methodology
- Examples of use
- Limitations of use
- Presentation from a product expert
- Perspective from a CDP user

Webinar data charrette workshop

- A series of themed workshops designed to help users find and use data on specific topics of interest
- These themed workshops could be hosted by a local consortium with a particular interest or need, but would be open to all registered users.
- Hosts would walk users through the data extraction and transformation process, answering questions along the way
- Data => Information => Intelligence