

# User Guide for Indiana Impact Community Report Card

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## LIVE UNITED

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### Overview

The community report card provides a quick snapshot of how a community – in this case, a county or United Way service area – is doing in the areas of health, education, and income. You can view **35 indicators** about the community and learn:

- Has the community gotten better or worse over time?
  - Color-coded arrows tell you if the community is getting better or worse compared to the baseline year.
- How does that trend compare to the state's trend?
  - Color-coded arrows tell you if the state is getting better or worse compared to the baseline year.
- How does the community compare to other communities?
  - The rank tells you how that community ranks compared to all the others in the state.
- How does the community compare to the state?
  - Color-coded boxes tell you the % difference between that community and the state.

In addition to the overview, you can **drill down** into each indicator to explore:

- A timeline chart shows how the community and state have changed over the past few years
- A data table provides the numbers behind the report card – including counts and rates.
- A bar chart compares how sub-areas within the community fare on that indicator.
- A map shows if and where there are sub-areas more impacted than others for that indicator.

All of this information is useful in identifying community needs, identifying successes, and informing community and organizational strategies.

### Recommended Internet Browsers

- The website works best in Internet Explore version 8 and higher, Google Chrome, and Firefox.

## Viewing a Report Card – Select a Community

From the home page, you can select a county or service area using one of two options:

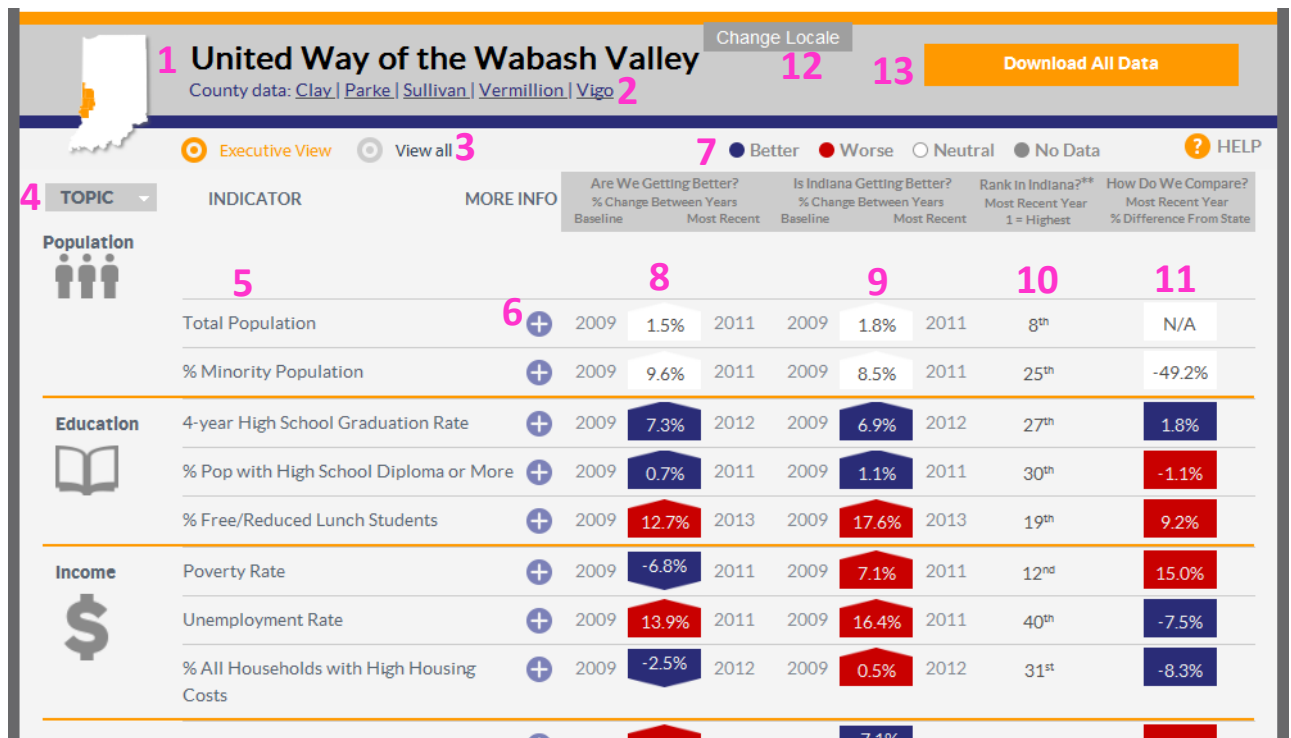
1. Clicking on the map. To change the map from counties to service areas, use the orange toggle button above the map. Use the + and – buttons to zoom in and out.
2. Using one of the dropdown lists located in the left gray panel.

## Executive View vs. View All

- Executive View: displays 14 indicators
- View All: displays all 35 indicators

The report card displays in Executive View by default. To change to Full View, click the orange toggle button beside View All.

## Report Card Orientation



1. Name of the selected Service Area or County
2. Use this to access related report cards.
  - If you are viewing a county report card, you will see a link to the report card of service area in which the county is located (if applicable).
  - If you are viewing a service area report card such as United Way of the Wabash Valley, then you will see links to report cards for all of the counties located in that service area.
3. Toggle between Executive View and View All indicators (displays 14 indicators vs. 35 indicators)
4. Jump to a topic – education, income, or health. This is particularly useful in the “View All” mode with 35 indicators. It allows you to jump to the selected section of the report card.
5. Indicator Name
6. Click the + to view detailed data for the indicator
7. Use the legend interpret the color-coded arrows
8. Color-coded arrows tell you if the community is getting better or worse compared to the baseline year.
9. Color-coded arrows tell you if the state is getting better or worse compared to the baseline year.
10. Rank out of 92 counties or 62 service areas
11. Color-coded boxes tell you the % difference between that community and the state
12. Change Locale: Change the report card to another county or service area
13. Download the data for all counties and service areas

## Interpreting the Data

- At a quick glance, you can look at the report card colors to see how the community is doing. Blue arrows indicate positive improvement and areas of success. Red indicators indicate potential areas for improvement that have gotten worse. You can look within a topic, for instance and see that there are several improvements in education but needs improvement in income.
- Are We Getting Better?

TOPIC	INDICATOR	MORE INFO	Are We Getting Better?		Is Indiana Getting Better?		Rank In Indiana? <sup>2*</sup> Most Recent Year 1 = Highest	How Do We Compare? Most Recent Year % Difference From State		
			% Change Between Years Baseline	Most Recent	% Change Between Years Baseline	Most Recent				
Population	Total Population	+	2009	1.5%	2011	2009	1.8%	2011	8 <sup>th</sup>	N/A
	% Minority Population	+	2009	9.6%	2011	2009	8.5%	2011	25 <sup>th</sup>	-49.2%
Education	4-year High School Graduation Rate	+	2009	7.3%	2012	2009	6.9%	2012	27 <sup>th</sup>	1.8%
	% Pop with High School Diploma or More	+	2009	0.7%	2011	2009	1.1%	2011	30 <sup>th</sup>	-1.1%
	% Free/Reduced Lunch Students	+	2009	12.7%	2013	2009	17.6%	2013	19 <sup>th</sup>	9.2%

- Color-coded arrows tell you if the community is getting better or worse compared to the baseline year.
- The year on the left side of the arrow is the baseline year.
- The year on the right side of the arrow is the current year for which data are available.
- The value inside the arrow is the percent change between the baseline and current year.
- The direction of the arrow tells you if the change is an increase or a decrease between the two years.
- The color of the arrow indicates whether the change is positive, negative, or neutral.



- In the example above the free/reduced lunch student eligibility in United Way of the Wabash Valley increased 12.7% from 2009 to 2013, meaning a great proportion of students are eligible for free and reduced lunch. This is a sign of more families with incomes below 130% poverty level, the threshold for eligibility. This is colored red to signify that the service area has gotten worse on this indicator.

### 3. Is Indiana Getting Better?

TOPIC	INDICATOR	MORE INFO	Are We Getting Better?		Is Indiana Getting Better?		Rank in Indiana** Most Recent Year 1 = Highest	How Do We Compare? Most Recent Year % Difference From State
			% Change Between Years Baseline	% Change Between Years Most Recent	% Change Between Years Baseline	% Change Between Years Most Recent		
Population	Total Population	+ 2009 1.5% 2011	2009	1.8%	2011	8 <sup>th</sup>	N/A	
	% Minority Population	+ 2009 9.6% 2011	2009	8.5%	2011	25 <sup>th</sup>	-49.2%	
Education	4-year High School Graduation Rate	+ 2009 7.3% 2012	2009	6.9%	2012	27 <sup>th</sup>	1.8%	
	% Pop with High School Diploma or More	+ 2009 0.7% 2011	2009	1.1%	2011	30 <sup>th</sup>	-1.1%	
	% Free/Reduced Lunch Students	+ 2009 12.7% 2013	2009	17.6%	2013	19 <sup>th</sup>	9.2%	

- Color-coded arrows tell you if the state is getting better or worse compared to the baseline year.
- The year on the left side of the arrow is the baseline year.
- The year on the right side of the arrow is the current year for which data are available.
- The value inside the arrow is the percent change between the baseline and current year.
- The direction of the arrow tells you if the change is an increase or a decrease between the two years.
- The color of the arrow indicates whether the change is positive, negative, or neutral.



- In the example above the free/reduced lunch student eligibility in Indiana increased 17.6% from 2009 to 2013, meaning a greater proportion of students are eligible for free and reduced lunch. This is a sign of more families with incomes below 130% poverty level, the threshold for eligibility. This is colored red to signify that the state has gotten worse on this indicator.
- This Indiana column is included so that you can compare the trend in the community (shown in the first column) to the trend in the state (shown in the second column).
  - In the example below, look at the Poverty Rate indicator. It shows that the community is improving (has lower proportion in poverty) but the state poverty rate is getting worse. Look at the Graduate Rate indicator. For this indicator, both the community and state have improved.

TOPIC	INDICATOR	MORE INFO	Are We Getting Better?			Is Indiana Getting Better?			Rank in Indiana?*** Most Recent Year 1 = Highest	How Do We Compare? Most Recent Year % Difference From State
			Baseline	% Change Between Years	Most Recent	Baseline	% Change Between Years	Most Recent		
Population	Total Population	+	2009	1.0%	2011	2009	1.8%	2011	59 <sup>th</sup>	N/A
	Median Age	+	2009	4.4%	2011	2009	1.1%	2011	28 <sup>th</sup>	9.5%
	% Minority Population	+	2009	-11.4%	2011	2009	8.5%	2011	82 <sup>nd</sup>	-84.6%
Education	4-year High School Graduation Rate	+	2009	4.1%	2012	2009	6.9%	2012	68 <sup>th</sup>	-1.7%
	% Pop with High School Diploma or More	+	2009	0.9%	2011	2009	1.1%	2011	28 <sup>th</sup>	1.2%
	% Free/Reduced Lunch Students	+	2009	13.2%	2013	2009	17.6%	2013	30 <sup>th</sup>	5.8%
Income	Poverty Rate	+	2009	-5.6%	2011	2009	7.1%	2011	47 <sup>th</sup>	-10.3%

4. Rank in Indiana

The screenshot shows the 'Executive View' of the report card. A red box highlights the 'Rank in Indiana' column, which shows the community's rank out of 92 counties (or 62 service areas). In the example, the rank is 30<sup>th</sup> for '% Pop with High School Diploma or More' and 8<sup>th</sup> for 'Total Population'.

TOPIC	INDICATOR	MORE INFO	Are We Getting Better?			Is Indiana Getting Better?			Rank in Indiana?***	How Do We Compare?
			Baseline	% Change Between Years	Most Recent	Baseline	% Change Between Years	Most Recent	Most Recent Year 1 = Highest	Most Recent Year % Difference From State
Population	Total Population	+	2009	1.5%	2011	2009	1.8%	2011	8 <sup>th</sup>	N/A
	% Minority Population	+	2009	9.6%	2011	2009	8.5%	2011	25 <sup>th</sup>	-49.2%
Education	4-year High School Graduation Rate	+	2009	7.3%	2012	2009	6.9%	2012	27 <sup>th</sup>	1.8%
	% Pop with High School Diploma or More	+	2009	0.7%	2011	2009	1.1%	2011	30 <sup>th</sup>	-1.1%
	% Free/Reduced Lunch Students	+	2009	12.7%	2013	2009	17.6%	2013	19 <sup>th</sup>	9.2%

- The rank tells you how that community ranks compared to all the others in the state.
- A rank of 1<sup>st</sup> means that the community has the highest value in the state for that indicator. Ranking first (highest) on poverty rate would be bad, while ranking first (highest) on graduation rate would be good.
- If you are viewing a county report card, this column displays the rank out of all 92 counties in the state.
- If you are viewing a service area report card, this column displays the rank out of all 62 service areas in the state.
- In the example above, the United Way of the Wabash Valley ranks 30<sup>th</sup> out of 62 service areas, about the middle of the pack. It also has the 8<sup>th</sup> largest population of the 62 service areas.

### 5. How Do We Compare to IN?

TOPIC	INDICATOR	MORE INFO	Are We Getting Better?		Is Indiana Getting Better?		Rank in Indiana Most Recent Year 1 = Highest	How Do We Compare? Most Recent Year % Difference From State		
			% Change Between Years Baseline	Most Recent	% Change Between Years Baseline	Most Recent				
Population	Total Population	+	2009	1.5%	2011	2009	1.8%	2011	8 <sup>th</sup>	N/A
	% Minority Population	+	2009	9.6%	2011	2009	8.5%	2011	25 <sup>th</sup>	-49.2%
Education	4-year High School Graduation Rate	+	2009	7.3%	2012	2009	6.9%	2012	27 <sup>th</sup>	1.8%
	% Pop with High School Diploma or More	+	2009	0.7%	2011	2009	1.1%	2011	30 <sup>th</sup>	-1.1%
	% Free/Reduced Lunch Students	+	2009	12.7%	2013	2009	17.6%	2013	19 <sup>th</sup>	9.2%

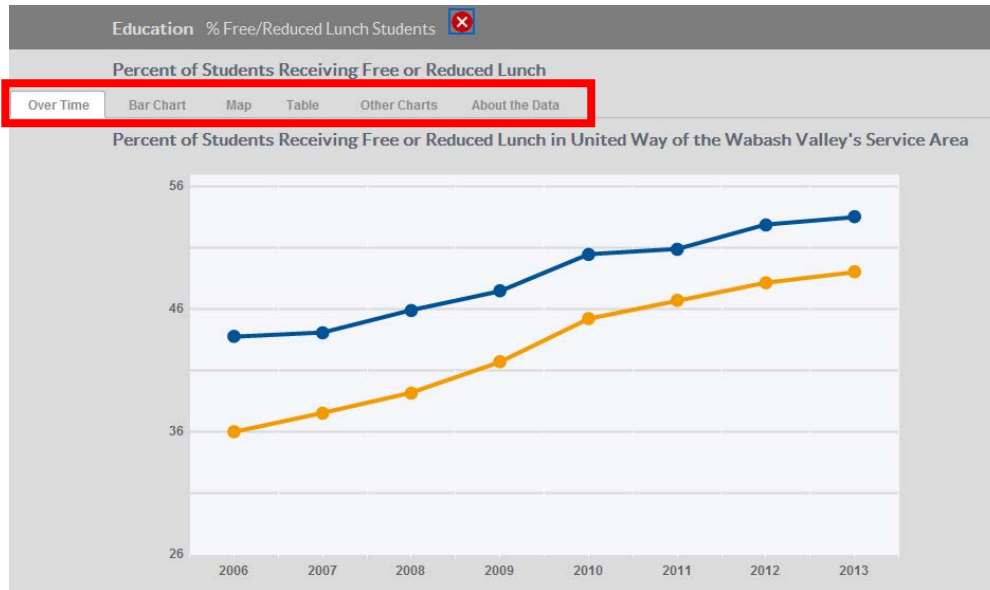
- Color-coded boxes tell you the % difference between that community and the state.
- A positive number means that the community is higher than the state, a negative number means the community is lower than the state.
- In the example above, the free and reduced lunch eligibility rate is 9.2% higher in the United Way of the Wabash Valley than in the state. It is colored red because that means that the community is doing worse than the state on that indicator. However, the community has a better graduation rate than the state but only 1.8% better.

### Digging Deeper - View More Details for an Indicator

Click the button to view more data for that indicator, including the detailed numbers and percentages behind the arrows, the historical trend, maps, and other data visualizations.

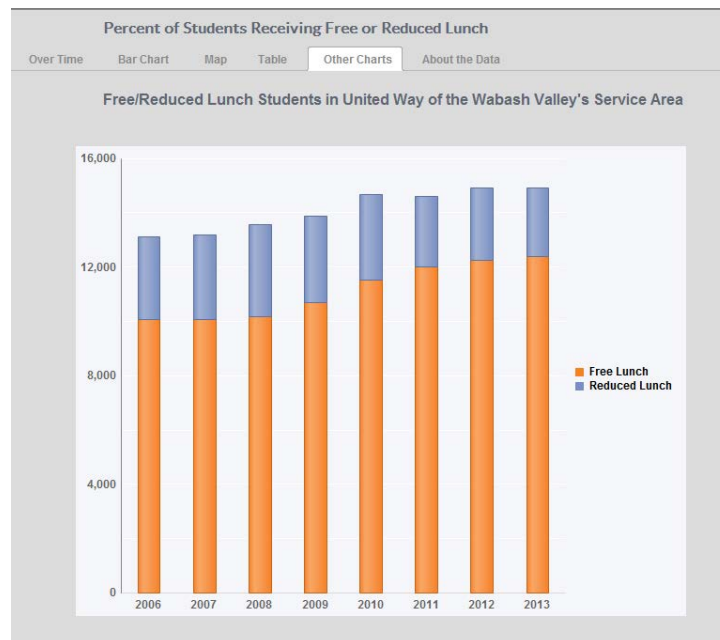
*After You Click the Plus Sign:*

Notice the multiple tabs at the top of the pop up box. You can change between the visualizations by clicking on the tab of your choice:



- **Over Time:** a line chart showing how the community and state have changed over the past few years. It is easy to see from this chart how the community compares the state and if that indicator has been increasing or decreasing the past few years. (see example above)
- **Bar Chart:** compares how sub-areas within the community fare on that indicator.
- **Map:** shows if and where there are sub-areas more impacted than others for that indicator.
- **Table:** a data table with the numbers behind the report card – including counts and rates.
- **Other Charts:** This provides additional breakdowns of the data – a pie chart, stacked bar chart, etc. shows the parts that make up the indicator (see examples below). This is not available for all indicators.

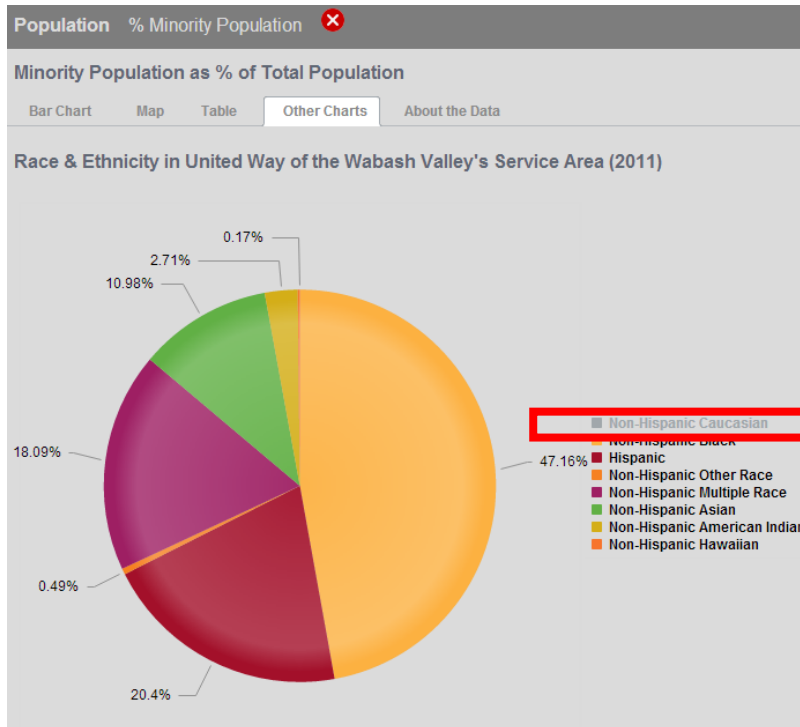
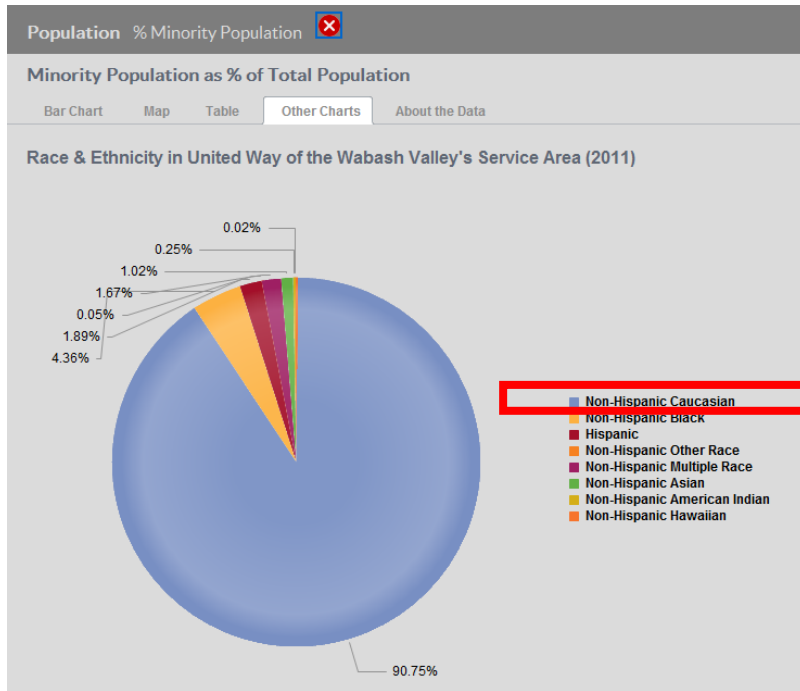
The example below breaks down “% of students receiving free or reduced lunch” to show the number receiving free and the number receiving reduced lunch.





**A SPECIAL NOTE ABOUT PIE CHARTS:** To exclude a category and redraw the chart, just click on the category in the pie chart legend to turn it off. Click it again to add it back to the chart.

For example, if you would like to see the breakdown of the non-white population, you could turn off the “Non-Hispanic Caucasian” category and get another pie chart. Both are shown below for United Way of the Wabash Valley service area.

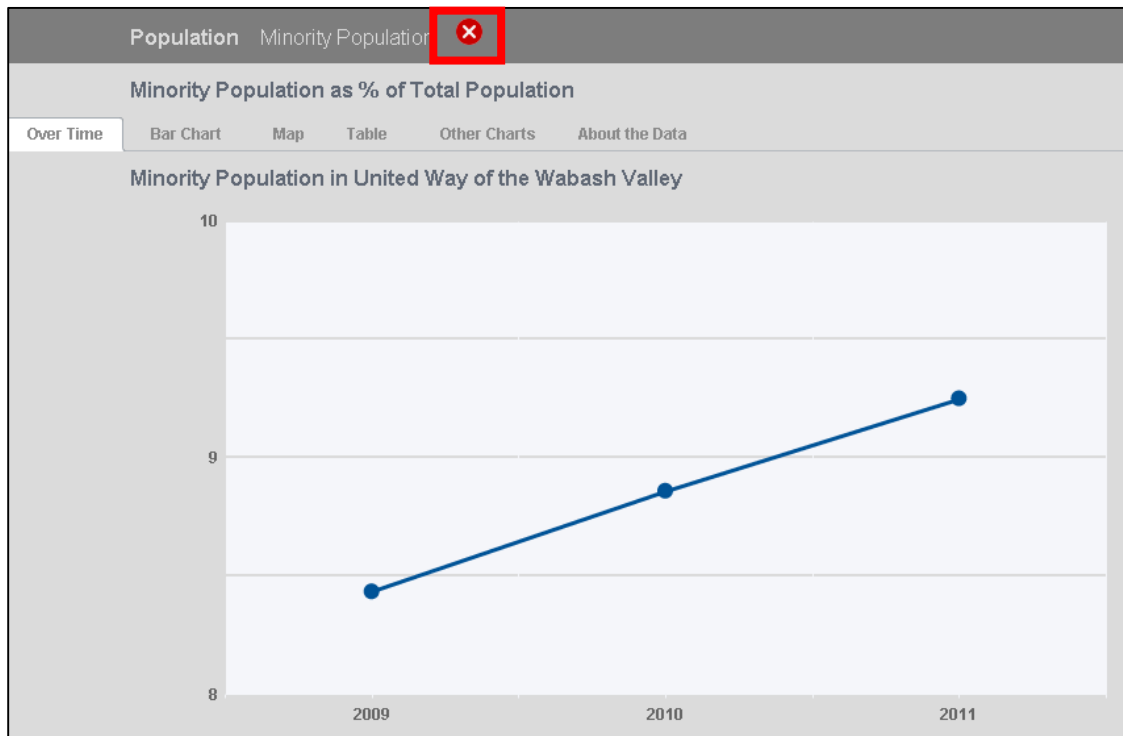


Click About the Data to find out: the data source, indicator definition, data limitations, and why the indicator is important.

The screenshot shows a web interface for the indicator '% Free/Reduced Lunch Students'. At the top, there is a navigation bar with 'Education' and '% Free/Reduced Lunch Students' followed by a red 'X' icon. Below this is a sub-header 'Percent of Students Eligible for Free or Reduced Lunch'. A menu bar contains 'Over Time', 'Bar Chart', 'Map', 'Table', 'Other Charts', and 'About the Data', with 'About the Data' highlighted by a red box. The main content area is titled 'About The Data' and contains the following sections:

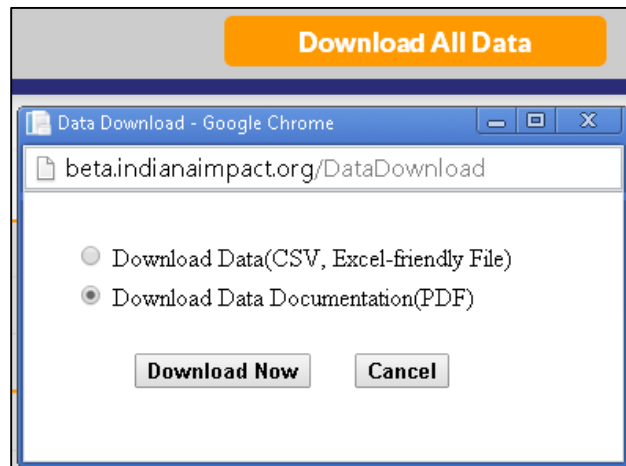
- Data source:** Indiana Department of Education via Kids Count
- Data definition:** Percentage of public school students (traditional only) who were eligible for free or reduced price lunches.
- Why it is important:** Free and reduced lunch is an indicator of family income level. It is sometimes reviewed in conjunction with school performance measures to highlight socio-economic conditions in schools.
- Known limitations:** None reported
- About the data source:**
  - DOE data is available at <http://www.doe.in.gov/improvement/accountability/find-school-and-corporation-data-reports>
  - Data is aggregated based on location of the schools, not on location of the students, including the location of private and charter schools in public school districts.
  - **Graduation Rate** Beginning with the 2005-2006 school year, Indiana school corporations were required to report high school graduation rates based on a revised formula. The new formula can result in dramatically lower graduation rates making comparison to previous years difficult. For a detailed explanation of the new formula, please visit <http://www.doe.in.gov/gradrate/>
  - **Diploma Type Definitions.** For a complete explanation please visit <http://www.doe.in.gov/achievement/curriculum/indianas-diploma-requirements>
    - Honors Diploma (Academic and Technical): The highest level of diploma. Honors diplomas include all requirements of a Core 40 diploma plus additional specific requirements.
    - Core 40 Diploma: Standard high school diploma with specific credit requirements
    - General Diploma: The lowest level of diploma. Students may opt out of Core 40 requirements following a formal opt-out process and earn a general diploma.

To close the detailed data box, click the red x.



## How to Download Data

- To download all of the data in the community report, click the Download All Data button. The orange button is found near the top right of the screen.
- Next, you must select if you would like to download the data or documentation. Click the radio button beside either:
  - Download Data (CSV, Excel-friendly File)
  - Download Data Documentation (PDF)



- After your selection is made, click Download Now.

## Sign Up for Updates

- By signing up for updates, you will receive an e-mail notice when the data in the Community Report Card is updated (about 4 times per year). You also will be signed up to receive news from the United Way or United Fund nearest you.
- You can sign up for updates by providing your email address and ZIP code. Simply put your email address and ZIP Code in the textboxes found at the top right of your screen and click the Sign Up button.
- You will receive a pop up message confirming you've been signed up successfully.



## How to Report a Problem

- To report a problem, scroll to the bottom of the page and click the "Report Problem" link.

## **About the Site**

[www.indianaimpact.org](http://www.indianaimpact.org) was developed by [The Polis Center at IUPUI](#) for the Indiana Association of United Ways. The site is powered by the [SAVI Community Information System](#).