NCPP 10-Point Criteria for Performance Reports

Advocacy Group :

Geographical Location :

Web Address :

Report Measured :

Final Rating :

#	Indicators	Explanation	0	1	2	Total Score
1	Are images included in the report ?	0 = No 1 = Images are included but do not relate to the text 2 = Images relate to the text				
2	Are the colors attractive ?	0 = No 1 = Color contrast OR comfort 2 = Color contrast AND comfort				
3	Is there appropiate spacing (leading space) between the lines ?	0 = Leading space below 5 mm 1 = Leading space above 5 mm 2 = Leading space above 5 mm AND margin provided				
4	Is the report brief or comprehensive ?	0 = More than 20 pages 1 = Between 10 - 20 pages 2 = Less than 10 pages				
5	Does the report use measurement tools like bar graphs, tables, pie charts ?	0 = No 1 = Yes but do not relate to the text 2 = Images relate to the text (Size does not exceed 1/3rd of				
6	Are too many technical words, jargon used ?	0 = More than 7 words per page 1 = Between 3-7 words per page 2 = Less than 3 words per page				
7	Does the report offer contact information for agencies/departments or employees/public officials ?	0 = No 1 = Phone contact of advocacy group OR agency 2 = Phone contact of advocacy group AND agency				
8	Is the survey / research methodology provided ?	0 = No 1 = Methodology is provided				
9	Are the sources for data collection and verification provided ?	0 = No 1 = Sources of data provided				
10	Is there a multi-year comparision of data ?	0 = No 1 = Data for last 3 yrs 2 = Data includes more than last 3				

Total

Rating Calculation

Scores (Out of 18)	Rating
14 and Above	High
Between 9 and 13	Medium
8 and Below	Low