MANGO
Marianas Alliance of Non-Governmental Organizations

Data Management for Nonprofits

Smart Data Essentials: Putting It All Together | Session 1

WHY DATA MATTERS

- Stronger programs
- Builds trust
- Supports funding
- Serves the community
- Better decisions

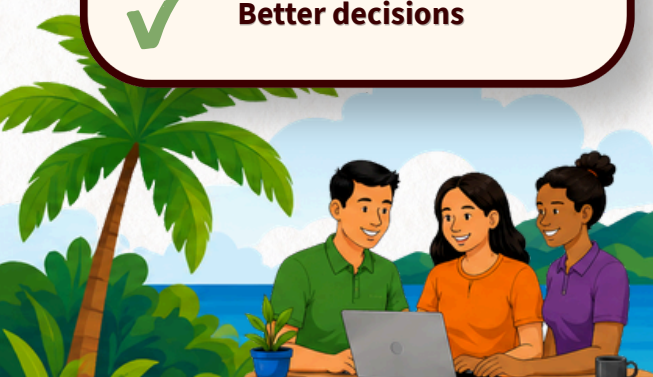
KEY POINTS

- Clean, reliable data makes programs stronger.
- Transparent data builds credibility.
- Data supports better decisions.
- Data connects your work to bigger goals.

DATA IN ACTION

WITHOUT CLEAN DATA:
Double counting or missing information leads to unclear impact, missed needs, and weaker reports.

WITH CLEAN DATA:
We can see real results, identify needs, improve programs, and share strong, accurate reports.



Good data strengthens programs, builds tust, and connects our work to a better community.



THE SMART DATA CYCLE

COLLECT
Start small. Choos the few indicators that matter.

CLEAN
Sift through data to encourage consistency.

USE
Turn data into action – decisions, improvements, stories.

SHARE
Communicate insights with community, board, and funders.

PROTECT
Ethics and trust are non-negotiable. Safeguard data.

REAL-LIFE EXAMPLE: YOUTH PROGRAM TRACKING ATTENDANCE

CHALLENGES *(Without clean data)*	IMPACT	SOLUTION
✗ Names spelled many ways	Reports to fundders are innacurate – funding decision delayed.	Assign roles and create simple data entry rules.
✗ Dates in mixed formats		
✗ Missing attendance entries		



SIMPLE DATA ENTRY RULES

✓ One name rule
Use one format for names.

One date rule
Use one date format.

Monthly check
Program Lead reviews data every month.

Clean before reporting
Data Manager cleans date before sharing.

ROLES & RESPONSIBILITIES + DATA SYSTEMS

DATA COLLECTORS



Capture information consistently.

PROGRAM LEADS



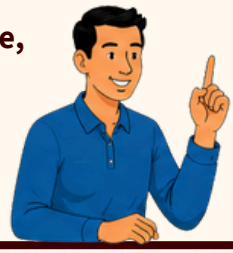
Review for accuracy and relevance.

DATA MANAGERS



Clean, organize, store data safely.

DECISION-MAKERS



Use data for planning, funding, and reporting.

REAL-LIFE EXAMPLE: FOOD PANTRY / FAMILY ASSISTANCE

WITHOUT ROLES:

- ✗ **Volunteers collect sign-ins differently.**
- ✗ **Multiple spreasheets with different numbers.**
- ✗ **No one checks for duplicates.**

***Result:** Report shows "340" household served," but many are repeats.*

WITH ROLES:

- ✓ **Data Collector:** Uses one sign-in form with required fields.
- ✓ **Program Lead:** Checks weekly for missing entries or odd numbers.
- ✓ **Data Manager:** Removes duplicates, keeps master file.
- ✓ **Leadership:** Uses clean totals for board & grants.

DATA SYSTEMS THAT HELP

- **One shared form**
- **Shared storage (secure & organized)**
- **Regular data checks**
- **Clear naming and date rules**

REFLECTION

Which roles currently exist (or don't exit) in your organization?
What is one step you can take to strengthen your data team?

SDGS, PORTAL & PUTTING IT ALL TOGETHER

WHY SDGS MATTER
(Sustainable Development Goals)

- 17 global goals for a better future.
- Connect your local work to global goals.
- Help funders and partners understand your impact.



EXAMPLES OF SDG ALIGNMENT



Food pantry → **Zero Hunger**

2 ZERO HUNGER



Ocean cleanup → **Life below water**

14 LIFE BELOW WATER



Health screening → **Good health & Well -being**

3 GOOD HEALTH AND WELL-BEING



Youth leadership camp → **Quality Education**

4 QUALITY EDUCATION



Job readiness training → **Decent Work & Economic Growth**

8 DECENT WORK AND ECONOMIC GROWTH

THE MANGO PORTAL HELPS YOU

- Orgaize and track activities
- Report impact easily
- Align with SDGs
- Tell your story with confidence



PUTTING IT ALL TOGETHER

- ✓ Use the Smart Data Cycle
- ✓ Have clear roles
- ✓ Protect your data
- ✓ Align with SDGs
- ✓ Use the Portal to tell your story



FINAL TAKEAWAY

Quality data is not just numbers – it's the story of your impact and the future you are building for our community.

STAY CONNECTED

MANGO supports nonprofits through:

- TRAINING AND CAPACITY BUILDING
- PARTNERSHIPS AND COLLABORATION
- RESOURCES AND TOOLS

Thank You

for taking the time to learn and reflect.

info@mangocnmi.org (670) 233-6200 www.mangocnmi.org