

Data usage by the third sector - charities data

Do you use DATA?

The following page contains the text of the emails which will be sent to potential respondents asking them to complete the survey. The first is for charities and non-academic respondents, the second is for academic respondent.

Does your organisation use data? If so, we want to hear from you!

[survey link]

I am a researcher from the University of Stirling looking into how organisations use data in any capacity.

If your organisation uses any of the following in any way please read on.

Scottish Government data, SCVO Evidence Library, NCVO Civil Society Almanac, TSRC Knowledge Portal, Volunteer Scotland, OSCR, Social Enterprise Scotland, UK Data Archive.

Annual Population Survey, OSCR Scottish Charity Register, Scottish Household Survey, British Household Panel Survey/ Understanding Society, Labour force survey, Scottish Health Survey, Scottish Social Attitudes Survey, Census.

This survey asks about your organisation's use of data on the third sector and charities and should be answered by an **analyst, researcher, senior management, or anyone else with knowledge of how data is used within your organisation.**

Regards,

Tom Wallace

P.S. the survey should only take 10 minutes to fill in, your responses will help immensely. Please consider taking part.

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Do you use data in your research? If so, we want to hear from you!

[survey link]

I am a researcher from the University of Stirling looking into how academics use data about the third sector, in any capacity.

If you use any of the following in any way please read on.

Scottish Government data, SCVO Evidence Library, NCVO Civil Society Almanac, TSRC Knowledge Portal, Volunteer Scotland, OSCR, Social Enterprise Scotland, UK Data Archive.

Annual Population Survey, OSCR Scottish Charity Register, Scottish Household Survey, British Household Panel Survey/ Understanding Society, Labour force survey, Scottish Health Survey, Scottish Social Attitudes Survey, Census.

Regards,

Tom Wallace

P.S. the survey should only take 10 minutes to fill in, your responses will help immensely. Please consider taking part.

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Welcome

Thank you for taking part in this survey. Your responses will help us better understand how researchers interact with data sources and help build up a visual map of the flow of data through organisations and individual researchers.

The survey comprises 3 sections as below and should take ~10 minutes to complete;

- Where you source data from and how data is shared between you and other organisations
- Your/your organisation's capacities to engage with government data
- Difficulties in engaging with this data

The survey requires information such as your name and email address but this information will be treated with great care to ensure it remains confidential and anonymous. Neither of these will be published in any way during the research. The final results will comprise organisation's names but individuals will not be identifiable. A fully anonymised version of the data drawn from this survey will be lodged with the UK Data Archive in accordance with ESRC Research Data Policy (ESRC 2014).

Your participation in this survey is completely voluntary; you may stop at any time and any answers you have given up to that point will be discarded. During the survey you will be offered the chance to opt-in to a round of follow up interview. If you opt-in to this you may be contacted by the researcher about a follow up interview.

Your participation in this survey should help develop a better understanding of users' use of government data and help create a network map of data users in your field.

This project is jointly funded by the Economic and Social Research Council and the Scottish Government. If you have any questions about this survey or the research project overall please contact Tom Wallace – tom.wallace@stir.ac.uk

Or contact my supervisor – Alasdair Rutherford - alasdair.rutherford@stir.ac.uk | Phone: 01786 466409
| <http://rms.stir.ac.uk/converis-stirling/person/10779>

Thank you for your time,

Tom Wallace

School of Applied Social Science,

University of Stirling

If you would like to continue with this survey please tick the box below. * Required

☐ I consent to take part in this survey and wish to continue

Your organisation

What kind of organisation do you work for/within * *Required*

- ☐ Non-Academic (charity, public sector, local authority, other org)
- ☐ Academic (university, college, higher or tertiary education org)

We need some basic info from you (N)

What is the name of the organisation you work within?

What kind of organisation is this? Select as many as apply.

- ☐ Charity
- ☐ Other third sector
- ☐ Public sector
- ☐ Local authority
- ☐ Private sector
- ☐ Social enterprise
- ☐ Other
- ☐ Don't know

If you selected Other, please specify:

What is your job title(s)?

Can you provide a link to your organisation's website, if you have one?

How many paid *members of staff* (full or part time) does your organisation have?

- ☐ 0
- ☐ 1-10
- ☐ 11-20
- ☐ 21-50
- ☐ 51+
- ☐ Don't know

Is this figure an estimation or are you sure?

- ☐ I'm sure
- ☐ Estimation
- ☐ N/A or Don't know

How many *volunteers* does your organisation have?

- ☐ 0
- ☐ 1-10
- ☐ 11-20
- ☐ 21-50
- ☐ 51+
- ☐ Don't know

Is this figure an estimation or are you sure?

- ☐ I'm sure
- ☐ Estimation
- ☐ N/A or Don't know

Please estimate your organization's annual income

- ☐ Less than £25,000
- ☐ £25,000 to £99,999
- ☐ £100,000 to £499,999
- ☐ £500,000 to £999,999
- ☐ £1 million to £10 million
- ☐ Above £10 million
- ☐ Don't know

When was your organisation established?

- ☐ Before the year 2000
- ☐ After the year 2000
- ☐ Don't know

Please select the areas your organisation is interested in or involved with. Select as many as apply.

- ☐ The third sector itself
- ☐ Immigration/refugees

- ☐ Poverty
- ☐ Education
- ☐ Religion
- ☐ Health
- ☐ Saving lives
- ☐ Advancement of citizenship or community development
- ☐ Advancement of the arts, heritage, culture, or science
- ☐ Advancement public participation in sport
- ☐ Providing recreational facilities or activities
- ☐ Advancement of human rights, conflict resolution or reconciliation
- ☐ Promotion of religious or racial harmony
- ☐ Promotion of equality and diversity
- ☐ Advancement of environmental protection
- ☐ Relief to those in need by reason of age, ill health, disability or financial hardship
- ☐ Advancement of animal welfare
- ☐ Other
- ☐ Don't know

If you selected Other, please specify:

Please select your organisation's field(s) of activity. Select as many as apply.

- ☐ Service provision
- ☐ Policy influencing
- ☐ Supporting other third sector organisations
- ☐ Other
- ☐ Don't know

If you selected Other, please specify:

Data usage (N)

Which of the following data sources does your organisation make use of (in any capacity). Select as many as apply. 'Sources' means organisations, websites or other locations where you obtain data.

- ☐ SCVO Evidence Library
- ☐ NCVO UK Civil Society Almanac
- ☐ Other SCVO
- ☐ Other NCVO
- ☐ TSRC Knowledge Portal
- ☐ Other TSRC
- ☐ Social Enterprise Scotland
- ☐ Volunteer Scotland
- ☐ OSCR
- ☐ UK Data Archive
- ☐ Local Authority sources
- ☐ Scottish Government sources (including NRS)
- ☐ Other
- ☐ None of the above
- ☐ Don't know

If you selected Other, please specify:

Which of the following data sets does your organisation use (in any capacity and from any source). Select as many as apply. 'Sets' means data files or resources.

- ☐ Annual Population Survey
- ☐ OSCR Scottish Charity Register
- ☐ Scottish Household Survey
- ☐ British Household Panel Survey/ Understanding Society
- ☐ Labour Force Survey
- ☐ Scottish Health Survey
- ☐ Scottish Social Attitudes survey
- ☐ UK Census
- ☐ Other
- ☐ None of the above
- ☐ Don't know

If you selected Other, please specify:

Does your organisation have a formal data management strategy in any form?

- ☐ Yes
- ☐ No
- ☐ Don't know

How would you rate the following skills within your organisation, relating to the data you selected above and for those who work with that data? Click 'More info' to see the list of sources and sets you chose from.

[+ More info](#)

	Very weak	Weak	Moderate	Strong	Very strong	N/A or Don't know
Knowing where to find data	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Getting access to the data (obtaining it and using the correct software)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Knowing what you want from the data	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Interpreting output from reports and results	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Creating tables and basic output (cross tabulations, basic graphs)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Analysing data (association statistics, modelling)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sharing data (with other orgs, academics, joint projects)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Publishing data (Website, reports, funding bids)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Linking data	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please indicate your organisation's overall ability to utilize the data you previously selected.

[+ More info](#)

Please don't select more than 1 answer(s) per row.

	1	2	3	4	5	6	7	8	9	10	
Weak	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Strong

Do you publish any data or findings stemming from the sources selected earlier in any of the following? Select as many as apply.

[+ More info](#)

- ☐ Own website
- ☐ Reports
- ☐ Funding applications
- ☐ Presentations
- ☐ We do not publish any data
- ☐ Other
- ☐ Don't know

If you selected Other, please specify:

Please indicate which of the following statements best describes your organisation's relationship with external data, including the data you previously selected or any other data you use which you do not produce.

[+ More info](#)

- ☐ We work with external data at high level including analytical processes
- ☐ We make good use of external data but could improve
- ☐ We make good use of external data and would get no benefit from further improvements
- ☐ We struggle to make effective use of external data
- ☐ Don't know

How often to you use external data?

- ☐ Continuously
- ☐ On a monthly basis
- ☐ On a yearly basis
- ☐ Less often than once a year
- ☐ Don't know

Barriers (N)

How important are the following factors to you regarding making use of the data sets and sources you previously selected?

 [More info](#)

Please don't select more than 1 answer(s) per row.

	Not important	Important	Very important	Critical	Don't know	N/A
Costs (hardware, software, staff)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Capabilities/skills in your organisation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fear of breaking the law (i.e. Data Protection Act)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use primary data instead (data collected by your organisation or a peer organisation)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Concerns about security	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trust in the data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Concerns about privacy/confidentiality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Documentation and metadata	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Support from other organisations and peers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

We need some basic info from you (A)

What is the name of the institution you work within?

What kind of institution is this? Select as many as apply.

- ☐ University
- ☐ College
- ☐ Other
- ☐ Don't know

If you selected Other, please specify:

Can you provide a link to your institution's website, if there is one?

When was your institution established?

- ☐ Before the 1850s
- ☐ Between 1850 and 1950
- ☐ Between 1950 and 2000
- ☐ After the year 2000
- ☐ Don't know

What is your job title(s)? i.e. Lecturer, PhD student, Professor

Which department or school do you work in?

Data usage (A)

Which of the following data sources do you make use of in your research (in any capacity). Select as many as apply. 'Sources' means organisations, websites or other locations where you obtain data.

- ☐ SCVO Evidence Library
- ☐ NCVO UK Civil Society Almanac
- ☐ Other SCVO
- ☐ Other NCVO
- ☐ TSRC Knowledge Portal
- ☐ Other TSRC
- ☐ Social Enterprise Scotland
- ☐ Volunteer Scotland
- ☐ OSCR
- ☐ UK Data Archive
- ☐ Local Authority sources
- ☐ Scottish Government sources (including NRS)
- ☐ Other
- ☐ None of the above
- ☐ Don't know

If you selected Other, please specify:

Which of the following data sets do you make use of in your research (in any capacity and from any source). Select as many as apply. 'Sets' means data files or resources.

- ☐ Annual Population Survey
- ☐ OSCR Scottish Charity Register
- ☐ Scottish Household Survey
- ☐ British Household Panel Survey/ Understanding Society
- ☐ Labour Force Survey
- ☐ Scottish Health Survey
- ☐ Scottish Social Attitudes survey
- ☐ UK Census
- ☐ Other
- ☐ None of the above
- ☐ Don't know

If you selected Other, please specify:

In terms of your research, please select the areas you are interested in or involved with. Select as many as apply.

- ☐ The third sector itself
- ☐ Immigration/refugees
- ☐ Poverty
- ☐ Education
- ☐ Health
- ☐ Sociology
- ☐ Economics
- ☐ Housing
- ☐ Statistics/Quantitative methods
- ☐ Other
- ☐ Don't know

If you selected Other, please specify:

How would you rate the following skills in the context of your research, relating to the data you selected above? Click 'More info' to see the list of sources and sets you chose from.

[+ More info](#)

	Very weak	Weak	Moderate	Strong	Very strong	N/A or Don't know
Knowing where to find data	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Getting access to the data (obtaining it and using the correct software)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Knowing what you want from the data	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Interpreting output from reports and results	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Creating tables and basic output (cross tabulations, basic graphs)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Analysing data (association statistics, modelling)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sharing data (with other orgs, academics, joint projects)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Publishing data (articles, reports, funding bids)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Linking data	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please indicate your overall ability to utilize the data you previously selected.

[+ More info](#)

Please don't select more than 1 answer(s) per row.

	1	2	3	4	5	6	7	8	9	10	
Weak	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Strong

Please indicate which of the following statements best describes your relationship with external data, including the data you previously selected or any other data you use which you do not produce first-hand.

[+ More info](#)

- ☐ I work with external data commonly and at leading level including analytical processes
- ☐ I make good use of external data at an adequate level but could do more
- ☐ I use external data occasionally but could make much better use of it
- ☐ I struggle to make effective use of external data
- ☐ Don't know

How often to you use external data?

- ☐ Continuously
- ☐ On a monthly basis
- ☐ On a yearly basis
- ☐ Less often than once a year
- ☐ Don't know

Barriers (A)

How important are the following factors to you making use of the data sets and sources you previously selected?

[+ More info](#)

Please don't select more than 1 answer(s) per row.

	Not important	Important	Very important	Critical	Don't know	N/A
Capabilities/skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fear of breaking the law (i.e. Data Protection Act)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Use primary data instead (data collected by your organisation or a peer organisation)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Concerns about security	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trust in the data	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Concerns about privacy/confidentiality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Documentation and metadata	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Support from other organisations and peers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Sources and networking

The following 4 questions will be used to build a map of the flow of data on the third sector through organisations. Organisation's names will be shown on this map but individuals will be anonymised. Other organisations you mention may be contacted by the research team to take part in this survey (so we can see where the data flows to) but they will not know you have suggested them.

For each data set and source you said you or your organisation uses (or any others not mentioned) could you name the data and, if possible, provide a link to where you get the data from? For example: 'British household panel survey - <http://discover.ukdataservice.ac.uk/series/?sn=200005>'

[+ More info](#)

If you share any of this data with any other organisation or person could you name them and provide a link or email address for them along with which data you share? For example: ' Example Charity Scotland - <http://www.examplescot.org> - Scottish Household Survey' or 'John Smith - j.smith@examplescot.org - charities register'

[+ More info](#)

If you republish any of the data listed above, or any findings stemming from any of this data (for example, showing some findings on your website or in an academic journal) could you say which and provide a link or details as to where?

[+ More info](#)

If you represent an organisation which produces one (or more) of the sets listed above could you please specify which?

[+ More info](#)

Lastly, some details about you

The following information will be used for record keeping and will not be published at any point throughout the research. Your personal details will be securely protected and kept confidential.

What is your title?

- ☐ Mr
- ☐ Mrs
- ☐ Miss
- ☐ Ms
- ☐ Dr
- ☐ Other

If you selected Other, please specify:

What is your first name?

What is your last name?

What is your email address? (your work or organisational email is preferred) * *Required*

Please enter a valid email address.

We would like to contact some respondents for a follow up interview exploring further some of the same issues raised in this survey. Would you like to be considered?

- ☐ Yes
- ☐ No

If you selected yes could you provide an email address to contact you (if it is different from the one you previously supplied)

Please enter a valid email address.

Could you name and provide the contact details (email address) for anyone (or any organisation) who you think may be interested in responding to this survey? This person may be contacted to invite them the complete the survey. They will not know you have recommended them.

End

Thank you for participating in this survey.

The information you have provided will remain confidential; the survey responses will not be shared with any other parties. The published results of the survey will not contain your name or any other individual information by which you could be identified. The data mapping results will include your organisation's name and your position but this will only show how organisations link together and will not be linked to any other information shared during the survey. Your information will be kept on a secure and encrypted network and will be destroyed once the project, and any publications, are complete. The information will not be used for any purpose other than this project and any further publications.

If you have any questions about this survey or the research project overall please contact Tom Wallace – tom.wallace@stir.ac.uk

Or contact my supervisor – Alasdair Rutherford - alsadair.rutherford@stir.ac.uk | Phone: 01786 466409
| <http://rms.stir.ac.uk/converis-stirling/person/11978>

If you have any ethical concerns about the survey or information supplied to you, you can make a complaint directly to the Head of School, Alison Bowes: a.m.bowes@stir.ac.uk | Phone: 01786 467695 | <http://rms.stir.ac.uk/converis-stirling/person/11978>
