

Choosing Appropriate Reporting Methods ¹										
Audience	Methods									
	Town meetings	Press conference	Press release	Brochures & Posters	Exhibits	Abstracts/ Briefings	Evaluation Reports	Fact Sheets or Infographics	Formal Presentations	Data Analysis Sessions
Current/Potential Funder						✓	✓		✓	
New Potential Funder						✓		✓	✓	
Administrator/Program Staff	✓					✓	✓		✓	✓
Board Members	✓					✓	✓	✓	✓	✓
Community Groups	✓		✓	✓				✓	✓	
General Public	✓			✓	✓			✓		
Organizations				✓	✓			✓	✓	
Media	✓	✓	✓					✓		

¹ Adapted from *Presenting Data*. Substance Use in Minnesota. Retrieved from sumn.org on 7/21/2017.