

When...	How often?	How many?	Cadence
...it impacts an organizational-wide strategic goal.	<u>Always</u>	10-12 overall	Real time, daily, weekly, monthly
...it is a core organizational function.			
...a critical organizational shortcoming is identified.	<u>Usually</u>	No more than 3 per leader	Monthly, quarterly, annually
...a strategic opportunity or threat is perceived, and the organization needs to have early warning signs.			
...you are measuring the quality of work of leaders and/or personnel in the organization.			
...you need to compare how your organization does over time (informational/trend).	<u>Occasionally</u>	One-time report or effort to answer specific question – budget for a certain number of hours per year to be spent on ad hoc reporting	Ad hoc, establish temporary cadency as needed for emergency
...you need to explore/investigate assumptions or questions needed for infrequent organizational decisions (ex. Cost of recruiting)			
...it is in response to an emergency (i.e. audit, large scale health event, legal request, etc.)			