Designing Project Evaluation for Sustainable and Systemic Change

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Presentation topics

▶ Pre-Award

▶ Project Implementation

▶ External Evaluation

▶ Performance Reports

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Pre-Award

- Design clear evaluation methods for your grant application
- Consider existing campus data, research, and evaluation systems
- Consider tools or software currently available on campus
- Develop optimistic, yet attainable evidence-based objectives
- Gather quantifiable baselines for project objectives

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Pre-Award

- Design formative and summative evaluation methods
- Select quantitative and qualitative data elements
- Consider method for external evaluation
- Create time-line for evaluation processes
- Align with other campus strategic plans

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Project Implementation

- Create project steering committee
- Stick to evaluation timelines
- Communicate established objectives, baselines, and goals
- Integrate into existing institutional program review or planning and assessment strategies

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Project Implementation

- 3 levels of assessment and evaluation
  - Activity or strategy
  - Project
  - Institutional

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Project Implementation

- **Activity or strategy**
  - Tracking systems, lab check-in's, etc...
  - Internal progress reports by departments or activities
  - Staff time and effort reports
  - Surveys

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Project Implementation

- ▶ Project
  - ▶ Project goals and objectives
  - ▶ Monthly progress reports to Program Office
  - ▶ IPR, APR, and FPR
  - ▶ External Evaluation
  - ▶ Reports and presentations to college community

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Project Implementation

- Institutional
  - Comparisons to college goals
  - Impacts on completion, transfer, retention, success, etc…
  - College-wide surveys such as CCSSE and SENSE

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External Evaluation

- ▶ Provides technical support
- ▶ Evaluates progress of project
- ▶ Provides compliance support
- ▶ Identifies project opportunities
- ▶ Assesses project budget
- ▶ Clarifies purpose of project
- ▶ Reviews project assessment

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Performance Reports

- Interim Performance Report
- Annual Performance Report
- Final Performance Report

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Questions?