SELECTED EVALUATION RESOURCES

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Evaluation Resource Manuals/Guides

Title: Evaluating Participation: A Guide and Toolkit for Health and Social Care Practitioners

Organization: Scottish Health Council

Authors: Gary McGrow and Lesley Greenaway

Year: 2013

Brief Description: This guide has a focus on evaluating community engagement and public participant, but much of the content has more general application to human services programs. The guide covers: understanding evaluation terminology, and purposes and types of evaluation; developing evaluation questions; understanding evaluation stages and scope; deciding on internal or external evaluation, and advantages and disadvantages of each; developing methods, and pros and cons of each method; addressing ethical considerations; using evaluation findings to drive program improvement; creating logic models and evaluation plans/frameworks; standards of community engagement; examples of 'generic' evaluation tools as well as tools specific to community engagement/participation. This guide does not cover all evaluation steps in depth, but is a good brief primer on key considerations.

Link:
http://www.scottishhealthcouncil.org/publications/research/evaluation_toolkit.aspx#.UijOibX4CUm

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Title: Introduction to Program Evaluation for Comprehensive Tobacco Control Programs

Organization: Centers for Disease Control and Prevention (CDC)

Authors: G. MacDonald, G. Starr, M. Schooley, S.L. Yee, K. Klimowski, & K. Turner

Year: 2001

Brief Description: Though this manual has a focus on evaluating tobacco control programs, much of the information is general enough to be relevant and .adaptable to other types of

human service programs, as well as being comprehensive regarding the steps of carrying out an evaluation. Topics include: doing needs assessment; planning a program; understanding program context; creating logic models; focusing an evaluation (process, outcome); designing an evaluation; identifying evaluation context and users; determining outcomes to measure; developing indicators, data sources and quantitative and qualitative methods; analyzing data and interpreting findings; making recommendations; and communicating and using the results.

Link:
http://wwwtest.cdc.gov/tobacco/tobacco_control_programs/surveillance_evaluation/evaluation_manual/

Title: Measuring the Difference: An Outcome Evaluation Resource for the Disability Sector

Organization: Alberta Council of Disability Services

Author: Nilima Solpol-Valias (Vocational and Rehabilitation Research Centre)

Year: 2009

Brief Description: This resource focuses on disability services, but much of the content is general enough to be relevant to other human services evaluation. The resource is presented as a series of modules that address: understanding outcome measurement and evaluation, as well as other evaluation approaches (beyond outcomes alone); creating logic models and related program theory (this guide goes into more detail on logic models than most other resources); building an outcome measurement framework (including methods, analysis, and connections to an agency's broader strategic framework); and creating an outcomes-focused organization (organizational culture). The resource also contains a glossary, a list of on-line resources plus an annotated bibliography, and information specific to the role of outcome measurement and evaluation in agency accreditation.

Link: http://www.acds.ca/PDF/Outcome%20Evaluations/MTD_Introduction.pdf This link includes a table of contents that has links to each module.

Title: What Is Program Evaluation: A Beginners Guide

Organization: Global Social Change Research Project

Author: Gene Shackman

Year: 2009

Brief Description: Brief guide to: developing evaluation questions; creating logic models; understanding advantages and disadvantages of qualitative and quantitative methods; designing an evaluation; and determining influence of a program on outcomes. Though this resource does not cover all aspects of doing evaluation, it is brief and quick to read. It also contains many links to additional resources.

Link: http://gsociology.icaap.org/methods/evaluationbeginnersguide.pdf

Evaluation Websites that Cover a Wide Range of Topics

Title: AEA365: A Tip-a-Day by and for Evaluators

Organization: American Evaluation Association (AEA)

Authors: Various evaluators (internal and external to organizations)

Year: 2009 – with ongoing updates (archived items available)

Brief Description: Blog posts on many evaluation topics (such as participatory, economic, mixed methods; sector-specific evaluation and not-for-profit evaluation more broadly). Topics are both indexed and searchable. Posts are typically about how an evaluator address a specific issue or challenge, or tried out a new or modified approach in a project.

Link: http://aea365.org/blog/

Title: Better Evaluation

Organization: Founding partners are Royal Melbourne Institute of Technology (Australia) [lead organization]; Pact (Washington D.C, South Africa, Thailand); Institutional Learning and Change initiative of the Consultative Group on International Agriculture Research (Italy); Overseas Development Institute (UK)

Authors: Patricia Rogers (Project Director) Core staff and external contributors (evaluators are invited to submit content)

Year: 2011 -– with ongoing updates (archived items available)

Brief Description: This site is designed to improve evaluation practice and theory by sharing information about options (methods or tools) and approaches. It is organized by a framework containing 7 clusters of evaluation tasks: managing an evaluation (or evaluation system); defining what is to be evaluated; framing the boundaries for evaluation; describing activities, outcomes, impacts and context; understanding causes of outcomes and impacts; synthesizing

data from one or more evaluations; and reporting and supporting use of findings. The site also includes brief resources on evaluation approaches (such as developmental and participatory evaluation, and many others); themes (such as sector-specific evaluation, capacity development, organizational performance, network evaluation), frequently asked questions (FAQs), a weekly blog, twitter feed, and interactive forums for asking questions of evaluation experts and/or peers).

Link: http://betterevaluation.org/

Title: Program Development and Evaluation

Organization: University of Wisconsin – Extension

Author: Faculty members

Year: 2002 – with ongoing updates

Brief Description: This site contains many written resources – from brief overviews to detailed manuals - on topics such as: planning an evaluation; evaluation planning, creating a logic model that connects planning and evaluation (including an extensive on-line self-paced module, that can also be downloaded as a pdf); developing indicators (this is in the logic model module); gathering qualitative and quantitative data (methods), analyzing data and interpreting findings; presenting findings; examples of reporting evaluation highlights; and building evaluation capacity in organizations. The site also includes resources more specific to program planning and development -- including situation analysis, priority setting – and brief resources on adult learning and leadership self-assessment in an organizational context.

Link: http://www.uwex.edu/ces/pdande/index.html

Resources on Specific Evaluation-related Topics

Data Analysis

Title: Excel for Evaluation

Organization: Emery Evaluation

Author: Ann K. Emery

Year: 2012 – with ongoing updates

Brief Description: This blog-based resource consists of a series of 1 to 4 minute video tutorials of tips, tricks, and techniques for beginner-level and intermediate-level Excel users. Topic include getting data into Excel, organizing a spreadsheet, cleaning and recoding data, looking for patterns, calculating key statistics (such as averages, ranges, frequencies), and presenting findings in graphs and charts (such as pivot tables).

Link: http://emeryevaluation.com/excel/

Partnership Evaluation

Title: Evaluation Guide: Fundamentals of Evaluating Partnerships

Organization: Centers for Disease Control and Prevention (CDC)

Authors: CDC staff and staff of several state health departments

Year: 2008

Brief Description: In this guide, common evaluation steps are applied very specifically to partnership evaluation. Concepts from partnership/coalition theory are evident throughout, even if not explicitly stated. Topics include: identifying evaluation users (up front); engaging stakeholders; describing the partnership (both through creating a logic model and identifying partnership stage of development); focusing the evaluation by determining and prioritizing questions, and deciding on the evaluation design; gathering credible evidence through defining indicators, data sources, and a mix of quantitative and qualitative methods; justifying conclusions by analyzing data and interpreting results; using the results and sharing lessons learned. This guide includes extensive examples of questions, methods and tools pertaining to measuring partnership effectiveness (including group self-assessments, social network analysis).

Link:
http://www.cdc.gov/dhdsp/programs/nhdsp_program/evaluation_guides/docs/partnership_guide.pdf

Project Ethics

Title: A p**R**oject **E**thics **C**ommunity **C**onsensus **I**nitiative: Level 1 Project Ethics Course Level 1

Organization: Alberta Innovates – Health Solutions

Authors: Collaborative Curriculum Development team, with updates from

Year: 2009 with ongoing updates (ARECCI itself began in 2003)

Brief Description: Self-guided ARECCI on-line module covers is focused on program evaluation and quality improvement projects. It covers understanding project ethics terminology and the ARECCI approach to project ethics considerations; understanding broad ethical principles (such as respect for human dignity, free and informed consent, vulnerable persons); ethical challenges and complexities; asking questions about six ethics considerations (such as: how will knowledge gained from the project be useful? how will you ensure that participant or is data selection process is fair and appropriate? what have you done to minimize risks and maximize benefits); applying the four project ethics principles (screening all projects, sorting by primary purpose – research vs evaluation/QI, determining risk category, reviewing according to risk category – more risk needs greater scrutiny); using the ARECCI risk screening and guidelines tools. The module includes ethics scenarios and knowledge self-assessments. The on-line module can be used toward the full Level 1 course if in-person component is also taken.

Link: http://www.aihealthsolutions.ca/arecci/elearning-2013-08/

NOTE: Beyond Level 1, ARECCI also offers Second Opinion Reviewer course plus mentoring, and a Train-the-Trainer course with observational component. Information on ARECCI courses, as well as access to the on-line decision tools (Risk Screening Tool and Guidelines) are available at http://www.aihealthsolutions.ca/arecci/.

Evaluation Training Opportunities

Canadian Evaluation Society (CES) - www.evaluationcanada.ca

The Professional Development section of this site includes CES chapter events, webinars, private events (hosted by CES members), conferences. CES also holds an annual conference in spring.

UPCOMING IN EDMONTON

Essential Skills Series in Edmonton (details below for upcoming session)

 Who should register for ESS?

- Newly appointed evaluation or program review officers.
- Those who would like a refresher course on the main concepts and issues in program evaluation.
- Those who manage evaluation projects within their organizations.

 The Instructors:

The Instructors for Modules 1 & 2 will be: Karen Carleton and Julie Kearns, and for Modules 3 & 4 will be: Karen Carleton and Marie Gervais.

Module 1 - Understanding Program Evaluation

(December 5, 2013) consists of:
- Terms and concepts used by evaluators
- Trends in evaluation
- Benefits and uses of program evaluation
- The relationships among planning, management and evaluation
- Major models of evaluation
- Evaluation standards and ethics

Module 2 - Planning for Evaluations

(December 6, 2013) consists of:
- Evaluation frameworks
- Logic Models
- Performance measurement plans
- Evaluation planning and reporting
- Planning and managing frameworks

Module 3 - Monitoring, Formative Evaluation & Data Collection

(January 16, 2014) consists of:
- Methods, approaches and issues in process and formative evaluation
- Linkages of ongoing monitoring and performance measurement with process and formative evaluation
- Program monitoring strategies
- Major data collection methods

Module 4 - Outcome Evaluation

(January 17, 2014) consists of:
- Methods for outcome evaluations
- Development of reliable and valid measures
- Review of outcome indicators
- Relating program results to program costs
- Communicating evaluation results
- Enhancing evaluation utilization

Venue & Timing:

 All workshops will take place at

MacEwan University City Centre Campus, Classroom 9-214, second floor of Robbins Health

Learning Centre, 10910-104 Ave., Edmonton.

Continental breakfast and lunch are included in the workshop fee.

Check-in: 07:45

Workshop begins: 08:15

Lunch (included): 12:00

Workshop ends: 16:00

Registration Information:

- **Advanced registration and pre-payment are required to reserve a space.**

- We recommend you first fax your registration form to 403-273-6606 or email it to Sandra Hand at hand_rs1@telus.net to ensure there is space in the modules.

- **Payment in full must be received by the final registration deadline of Thursday, Nov. 28 at 4:00 pm.** (No registrations will be accepted after this date and registrations will not be accepted at the door.)

- Payment in the form of cheque or money order only. Sorry, no charge cards.

- Make your cheque payment to CES Alberta Chapter (no GST required) and mail it to:

CES Alberta/NWT
c/o Sandra Hand
156 Dover Ridge Bay SE
Calgary, AB T2B 2B5

Essential Skills Series Pricing:

Members in Good Standing: $225 per module

Non-Members: $225 per module plus CES Membership fee of $165.

Student Members: $90 per module

Students - Non-Members: $90 per module plus CES Membership at the student rate of $60

for full time students.

American Evaluation Association (AEA)- www.eval.org

AEA offers a number of training resources: 20-minute 'coffee break webinars, e-study courses, various workshops and e-learning opportunities, on-line 'thought leader' discussion series, YouTube videos (in collaboration with betterevaluation.org), and an annual conference in fall.