

Evaluation Design

Evaluation question(s)	Information required	Information source(s)	Overall design strategy	Data collection methods	Data analysis methods	Limitations	What the analysis will allow you to say
<p><i>What do you (or the client) want to know?</i></p> <p>The question needs to be: Clear and specific Fair and objective Politically neutral Measurable Doable</p>	<p><i>What do you need to answer the question?</i></p> <p>Examples: Perceptions Documentary (agency procedures, handbooks) Program records (participant rates, cost information)</p>	<p><i>Where are you going to get it?</i></p> <p>Officials Program participants Inventory records Databases Laws and regulations Previous studies</p>	<p><i>How will you use this to answer the question?</i></p> <p>Design depends on type of question – exploratory, descriptive, explanatory (impact) Case studies Non-equivalent group designs Surveys Other</p>	<p><i>How are you going to get the information?</i></p> <p>Structured interviews Focus groups Questionnaires Visual inspection File review Observations Etc.</p>	<p><i>What will you do with it once you get it?</i></p> <p>Descriptive statistics Cost/benefit analysis Qualitative analysis T-test Regression analysis</p>	<p><i>What can't you do (caveats)?</i></p> <p>Generalizability limitations Data quality and reliability concerns Lack of access to records Staffing/travel constraints</p>	<p><i>Summarize the kinds of conclusions or results that the analysis will enable you to provide</i></p>