SS/HS Evaluation Plan Worksheet

Cut and paste the text to expand this worksheet as needed, or delete extra text to suit your evaluation.

GOAL:

Element(s):

Objective:

Activities Related to Objective:

Outcome Measure:
- **Baseline Data:**
- **Evaluation Design:**
- **Source of Information/Instrument(s):**
- **Who Will Collect the Data:**
- **Timing of Data Collection:**
- **Population or Sample:**
- **How Will the Data be Described/Analyzed:**

Process Measure:
- **Source of Information/Instrument(s):**
- **Who Will Collect the Data:**
- **Timing of Data Collection:**
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REPORTING

Reporting to the local project (how and when):

PROJECT STAFFING AND TIMELINES

Staffing

Staff Person	Percent Time	Tasks

PROVISIONS FOR THE PROTECTION OF HUMAN SUBJECTS AND IRB

CHECKLIST

- ☐ I understand how my evaluation plan flows from my logic model
- ☐ I understand how to incorporate GPRA and other required performance measures into my evaluation plan.
- ☐ I understand how to incorporate the design and measures best suited for my site into my evaluation plan.
- ☐ I understand how to address project management needs in my evaluation plan.
- ☐ If IRB is required, I know how to write an IRB plan and to include it as an appendix to my evaluation plan
- ☐ If I don't feel comfortable addressing all of the areas above by the set deadline, I know how to contact my TAS.