

Keys to Effective Collaboration between Project Directors and Evaluators

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Today's Goals

- Enhance understanding of project director and evaluator roles
- Enhance understanding of key practices associated with project management and implementation

Role of the Project Director

- Provide leadership to the initiative
- Fully inform the evaluator regarding the project: Provide grant proposal, subsequent reports and information from all SSHS conferences
- Keep evaluator updated on the implementation process
- Navigate the system on behalf of the evaluator (e.g., process for approving surveys, IRB compliance)

Role of the Evaluator

- Understand the big picture, including the many responsibilities of the project director
- Assist school system(s) in identifying and tracking GPRA and project indicators
- Assist in developing the logic model
- Develop and implement the evaluation plan
- Provide process and outcome data to assist in improving program delivery
- Help partners and project staff understand data and aspects of the evaluation

Key Practices *(as we see them)*

- Internal communication
- Report development
- Monitoring implementation (i.e., weaving evaluation into practice)
- Sustainability

Internal Communication

- Learn to speak a common language
- Co-create a system of proactive communication (e.g., email, meetings, conference calls)
- Never underestimate the value of face to face meetings

P.S. I don't know what he is talking about
most of the time...

Report Development

- Understand Federal reporting requirements
- Delineate roles in report development
- Create a timeline (data collection, preliminary report due dates, etc.)
- Must be a collaborative process- a comprehensive report cannot be done in isolation

A word of advice:

Evaluators are from Mars and Project
Directors are from Venus...

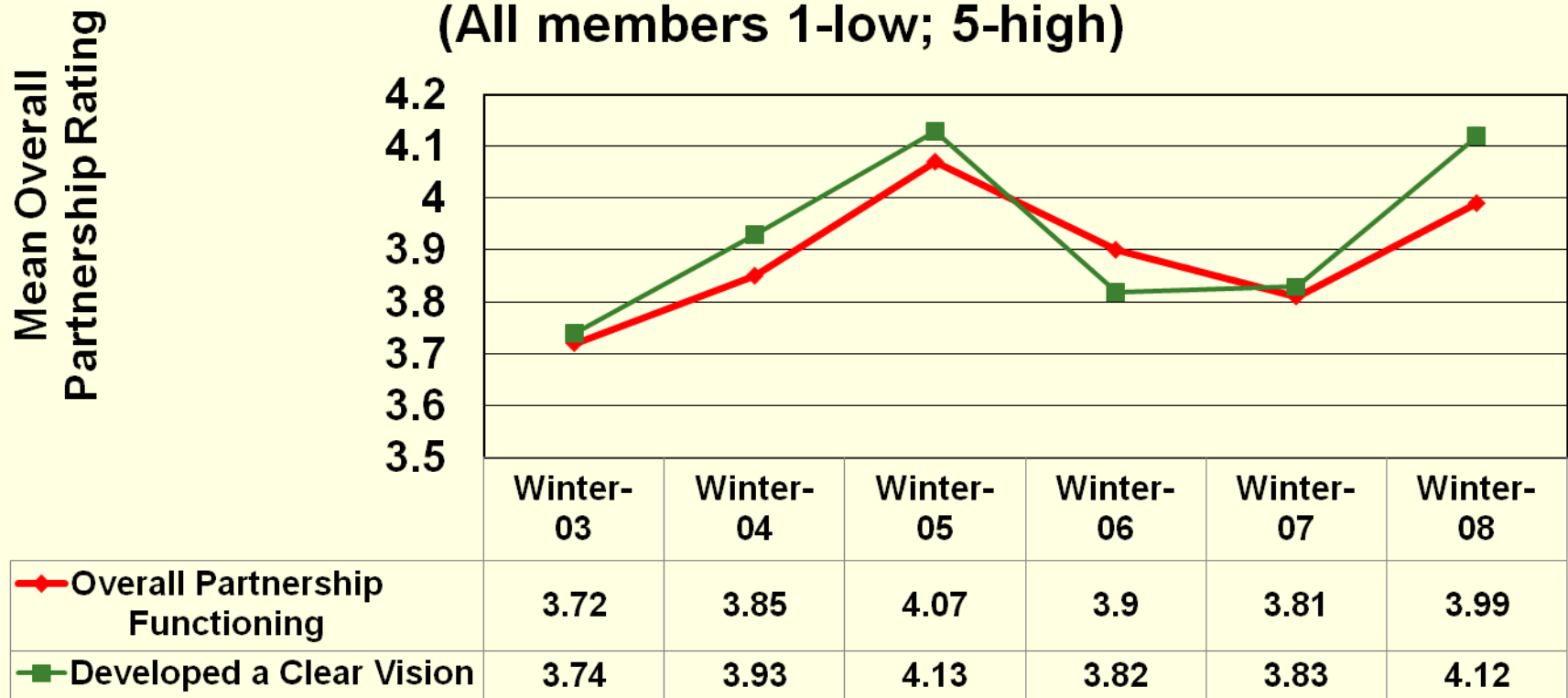
Monitoring Implementation

- Weave evaluation into practice
- Assess fidelity of program implementation
- Assess overall project implementation
 - Qualitative interviews through UE
 - Partnership functioning
 - ECDC (ICE instrument)
 - SCC (partnership scale)

Partnership Functioning



**Figure 1. Mean Rating from Partnership
(All members 1-low; 5-high)**



Sustainability

- Ensure the evaluation plan is developed with sustainability in mind
 - Include information desired by stakeholders
- Marketing and communications
 - Evaluation briefs focused on specific audiences
- Build evaluation capacity into the framework
- Using data to drive decision-making
 - Continuous quality improvement
 - Identifying priorities to sustain



Questions ?