Byrne SCIP

Data Collection and Evaluation

Date 10/22/2024

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WHAT WE WILL DISCUSS

- Local Evaluation Plan (LEP)
- Local Evaluation Report (LER)
- Collection of Race and Ethnicity Data
- Evaluation Tips and Suggestions

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WHY ARE EVALUATIONS IMPORTANT

Why are evaluations important to you?

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WHY ARE EVALUATIONS IMPORTANT

- ◆ **Demonstrate the effectiveness of the project**

- ◆ **Provide accountability for the use of grant funds**

- ◆ **Add to the body of knowledge about the issue**

- ◆ **Ensure long term goals are met**

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WHY ARE QUALITY LEPs AND LERs IMPORTANT

- ◆ **Communicate effectiveness of funded projects**

- ◆ **A good evaluation starts with a good plan**

- ◆ **Having an evaluation plan is a best practice**

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ABOUT OUTSIDE EVALUATORS

- ◆ **Benefits:**
  - ◆ **Provide evaluation expertise**
  - ◆ **Can guide local evaluation throughout project**
  - ◆ **May improve evaluation objectivity**
  - ◆ **Additional resource for planning and data analysis**
- ◆ **If hiring an evaluator is a viable option for you, we encourage you to do so at the earliest stage possible!**

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LOCAL EVALUATION PLAN (LEP)

- Purpose: Ensure that achievement of the project's goals and objectives can and will be assessed.
- Due by December 31, 2024, 5 p.m. PST
- Resources: Level One Evaluation Requirement
- Minimum Requirements:
  - Cover Page
  - Project Overview
  - Data Collection Plan
  - Data Management
  - Data Analysis and Reporting

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LOCAL EVALUATION PLAN (LEP)

- Cover Page
- Project Overview
- Data Collection Plan (Table)
- Data Management
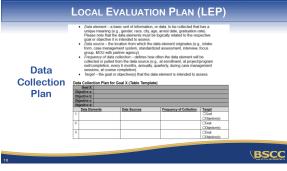- Data Analysis and Reporting

Due Date: 12/31/2024

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LOCAL EVALUATION PLAN (LEP)

- Cover Page
  - Identify the project, Agency & Associated Grant
- Project Overview (2 pages)
  - Activities, Service, Interventions, Purchasing Plans
  - Related to Goals & Objectives
  - Help the reader understand the project
  - Not the project need

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LOCAL EVALUATION PLAN (LEP)

Data Collection Plan

- *Data element* – a basic unit of information, or data, to be collected that has a unique meaning (e.g., gender, race, city, age, arrest date, graduation rate). Please note that the data elements must be logically related to the respective goal or objective it is intended to assess.
- *Data source* – the location from which the data element originates (e.g., intake form, case management system, standardized assessment, interview, focus group, MOU with partner agency).
- *Frequency of data collection* – defines how often the data element will be collected or pulled from the data source (e.g., at enrollment, at project/program exit/completion, every 6 months, annually, quarterly, during case management sessions, at course completion).
- *Target* – the goal or objective(s) that the data element is intended to assess.

Data Collection Plan for Goal X (Table Template)

	Data Elements	Data Sources	Frequency of Collection	Target
Goal X:				
Objective a:				
Objective b:				
Objective c:				
Objective d:				
1				☐Goal ☐Objective(s)
2				☐Goal ☐Objective(s)
3				☐Goal ☐Objective(s)

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LOCAL EVALUATION PLAN (LEP)

- Data Management (1 page)
  - Who implements your data collection plan(s)?
  - Describe data sharing agreements (if any)
  - How will you monitor data collection?
    - How will you make adjustments (if necessary)
  - How will you know if anything is missing?
  - Where are you keeping your data once collected?

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LOCAL EVALUATION PLAN (LEP)

- Data Analysis and Reporting (1 page)
  - Who will analyze the data?
  - How will your data show progress towards your goals?
  - Analytical tools being used (e.g. excel, SPSS, SAS, R).
  - Who will write the LER?

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WHAT'S IT ALL FOR?

Local Evaluation Report (LER)

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LOCAL EVALUATION REPORT

- **Purpose: document achievement of goals.**
- **Based on the original Local Evaluation Plan.**
- **Due by September 30, 2026**
- **Minimum Requirements:**
  - **Cover Page**
  - **Project Overview – related to impacts on goal achievement**
  - **Goal Achievements**
  - **Discussion**
  - **Grantee Highlight**
  - **Appendix (Optional)**

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COLLECTION OF ETHNIC ORIGIN, ETHNICITY, OR RACE DATA

- **GC 8310.5 – Required**
  - **Separate collection categories**
  - **Asian – Chinese, Japanese, Filipino, Korean, Vietnamese, Asian Indian, Laotian, Cambodian, and Other**
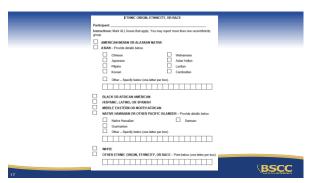 - **Pacific Islander – Native Hawaiian, Guamanian, Samoan, and Other**

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COLLECTION OF ETHNIC ORIGIN, ETHNICITY, OR RACE DATA

♦ **GC 8310.9**
  ♦ **Individuals have the option to designate multiple ethnic and racial designations.**
  ♦ **These multiple designations are represented in any tabulated or reported race and ethnicity data.**

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TIPS AND SUGGESTIONS
(SEE HANDOUTS)

♦ **Evaluator Roles and Responsibilities**

♦ **Data Collection Tips**

♦ **Evaluation Resources http://www.bscc.ca.gov/s_evaluationresources/**

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Local Evaluation Plan and Report

Questions?

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