California Violence Intervention & Prevention Grant

Data Collection and Evaluation

November 17, 2020

Evaluator's Role and Responsibilities

- Review and categorize CalVIP projects
- Refine research methodology
- Develop Local Evaluation Plan and Local Evaluation Report guidelines (February 2021)
- Develop resources to assist with evaluation
- Develop the Quarterly Progress Report (draft February 2021)
- Evaluation orientation by evaluator (February 2021)
- Technical assistance to grantees

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- Local Evaluation Plan
- Local Evaluation Report
- Collection of Race and Ethnicity Data
- Evaluation Tips and Suggestions
- Quarterly Progress Reports (QPR)

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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

WHY ARE QUALITY LEPS AND LERS IMPORTANT?

- ◆ Help us understand what caused project outcomes

- ◆ A good evaluation starts with a good plan

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

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◆ **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!**
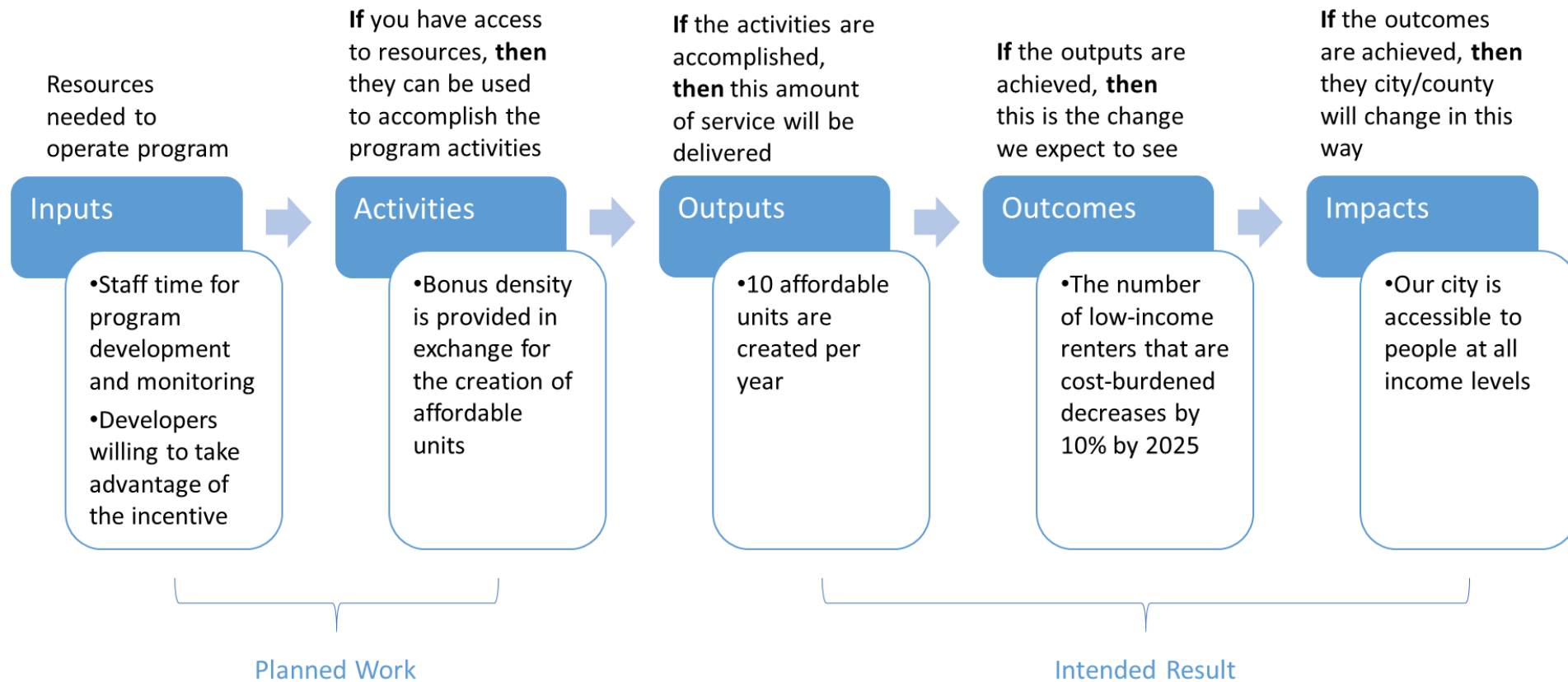
LOCAL EVALUATION PLAN

- Purpose: Ensure projects funded by the BSCC can be evaluated.

- Due by Wednesday, March 31, 2021

- Minimum Requirements:
  - Cover Page
  - Project Background
  - Process Evaluation Method & Design
  - Outcome Evaluation Method & Design
  - Project Logic Model
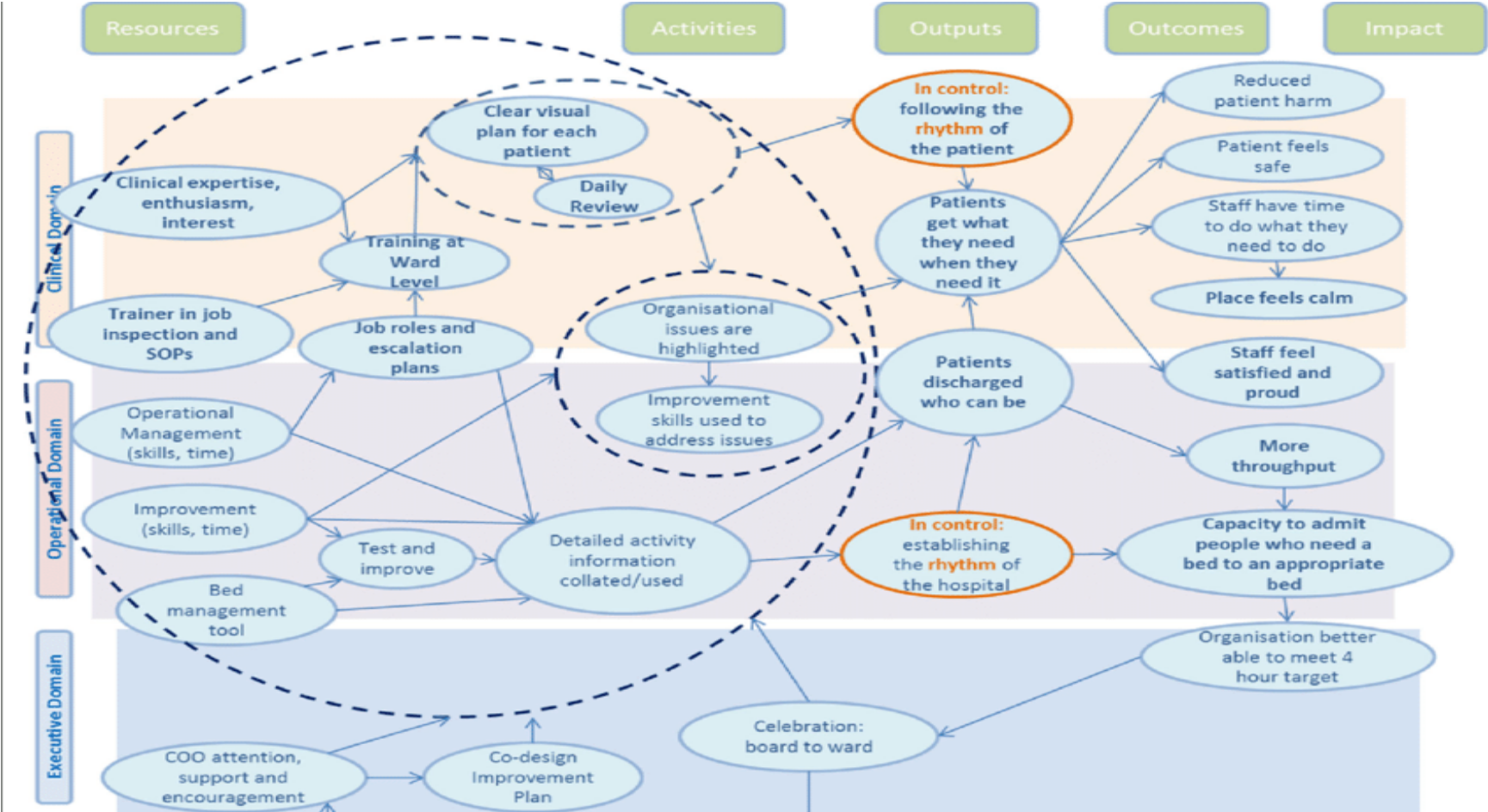 - Appendices (if applicable)

LOGIC MODEL

A visual representation of the project depicting the logical relationships between the inputs/resources, activities, outputs, and outcomes/impacts of a project.

EXAMPLE LOGIC MODEL

Resources needed to operate program

If you have access to resources, **then** they can be used to accomplish the program activities

If the activities are accomplished, **then** this amount of service will be delivered

If the outputs are achieved, **then** this is the change we expect to see

If the outcomes are achieved, **then** they city/county will change in this way

Inputs	Activities	Outputs	Outcomes	Impacts
•Staff time for program development and monitoring •Developers willing to take advantage of the incentive	•Bonus density is provided in exchange for the creation of affordable units	•10 affordable units are created per year	•The number of low-income renters that are cost-burdened decreases by 10% by 2025	•Our city is accessible to people at all income levels

Planned Work

Intended Result

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DOES NOT NEED TO BE TOO COMPLEX

https://bmcmedresmethodol.biomedcentral.com/articles/10.1186/s12874-019-0701-4

LOCAL EVALUATION REPORT

♦ **Purpose: document results and overall impact.**

♦ **Based on the original Local Evaluation Plan.**

♦ **Due by Sunday, December 31, 2023.**

♦ **Minimum Requirements:**

- ♦ Cover Page
- ♦ Executive Summary
- ♦ Project Background
- ♦ Process Evaluation Method & Design
- ♦ Outcome Evaluation Method & Design

- ♦ Evaluation Results
- ♦ Discussion of Results
- ♦ Current Logic Model
- ♦ Grantee Highlight
- ♦ Appendices

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- **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**

- **GC 8310.9**
  - **Number or Percent of individuals who identify with each category:**
    - Alone and not in combination with any other designation
    - Alone or in combination with other designations
    - Multiple designations
  - **Required starting January 1, 2022 – you will be expected to report in this manner within the LER!**

ETHNIC ORIGIN, ETHNICITY, OR RACE

Participant: _____

Instructions: Mark ALL boxes that apply. You may report more than one race/ethnicity group.

☐ **AMERICAN INDIAN OR ALASKAN NATIVE**

☐ **ASIAN** – Provide details below.

☐ Chinese	☐ Vietnamese
☐ Japanese	☐ Asian Indian
☐ Filipino	☐ Laotian
☐ Korean	☐ Cambodian

☐ Other – Specify below (one letter per box).

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☐ **BLACK OR AFRICAN AMERICAN**

☐ **HISPANIC, LATINO, OR SPANISH**

☐ **MIDDLE EASTERN OR NORTH AFRICAN**

☐ **NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER** – Provide details below.

☐ Native Hawaiian	☐ Samoan
☐ Guamanian	

☐ Other – Specify below (one letter per box).

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☐ **WHITE**

☐ **OTHER ETHNIC ORIGIN, ETHNICITY, OR RACE** – Print below (one letter per box).

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Optional LEP Webinar

- **Date: Week of February 22nd**
  - **(This date may change)**

- **Will cover more in-depth information on what the evaluator is looking for in your LEPs**

◆ **Evaluator Roles and Responsibilities**

◆ **Data Collection Tips**

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

Local Evaluation Plan and Report

Questions?

Quarterly Progress Report

◆ **Purpose**

◆ **Sample QPR Form**

◆ **Technical Assistance**

PURPOSE OF THE QUARTERLY PROGRESS REPORTS

- **Provide regular detailed updates on project implementation and outcomes for monitoring purposes**

- **Provide cumulative outcomes of all projects**
  - **Results will generalize across projects**
  - **Rely on aggregate participant and outcome data**

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QUARTERLY PROGRESS REPORT

- **Collects quarterly updates on grant spending and overall progress**

- **Collects quarterly evaluation data**
  - **Implementation of Inputs**
  - **Description of project activities**
  - **Outputs of project activities**
  - **Participant outcomes**

- **First QPR due: May 15, 2021**

IMPORTANT DATES

1. LEP/LER Guidelines Finalized by Evaluator	February 13, 2021
2. Evaluator LEP Webinar	Week of February 22, 2021*
3. Local Evaluation Plan (LEP) Due	March 31, 2021
4. Quarterly Progress Report (QPR) Form Available	March/April, 2021
5. Quarter 1/2 QPR Due	May 15, 2021
6. Quarter 3 QPR Due	August 15, 2021
7. Quarter 4 QPR Due	November 15, 2021
8. Quarter 5 QPR Due	February 15, 2022
9. Quarter 6 QPR Due	May 15, 2022
10. Quarter 7 QPR Due	August 15, 2022
11. Quarter 8 QPR Due	November 15, 2022
12. Quarter 9 QPR Due	February 15, 2023
13. Quarter 10 QPR Due	May 15, 2023
14. Quarter 11 QPR Due	August 15, 2023
15. Final Local Evaluation Report (LER) Due	December 31, 2023

*Subject to change

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TECHNICAL ASSISTANCE

- **The evaluator will provide technical assistance to you for your QPRs throughout the grant**
  - **Information on how TA will be provided or can be requested will be made available at a later date**

Quarterly Progress Report Questions