8 QUESTIONS FOR FINDING THE RIGHT PROGRAM EVALUATOR

INSTRUCTIONS

Use this handout to assist in determining what type of program evaluator you, your staff team, and organization need to advance the power or your organization's work.

Are you looking for a specialist to embed program evaluation practices?

1 | *DATABASE* Will you be installing a database? If so, what is the upfront cost as well as the annual licensing cost for the database? How often do database companies change their costs?

2 | *TRAINING* Will all staff be trained on how to use the database and/or the data tools such as forms, protocols, and other tools? How many trainings will we get as an organization?

3 | *AUTHENTICITY* What types of databases, forms, protocols, and other tools will we get to choose from? Will these things be specifically choses to support our current way of doing work or will we need to change our approaches to serving clients? Overall, is our authenticity as an organization honored?

4 | *THE BAD* What is the worst part undergoing this process? For staff, executive leadership, and anyone else who participates? Why is this?

Are you looking for a specialist to run an evaluation study?

1 | *END PRODUCT* What are the end products of the evaluation project? If there are recommendations, will we get support for implementation after the evaluation?

2 | *SUSTAINABILITY* Will you be providing us with sustainable forms, protocols, tools, and so forth as you go through the process of conducting the evaluation study? If so, will we get training to make the forms, protocols, tools, etc. sustainable?

3 | *VALUES* What are your and your team's values for working with the people who comprise our work including staff, clients, community partners and so forth? Can you give us examples of how your firm treasures all of the people who are involved?

4 | *THE BAD* What is the worst part undergoing this process? For staff, executive leadership, and anyone else who participates? Why is this?

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