

ETR531 Program Evaluation in Education

Final Project Information Program Evaluation Plan Outline

Program Evaluation Outline

Include the following information in your Program Evaluation Plan

1. **Cover Page**
2. **Executive Summary** (*New to this submission*)
 - a. Briefly summarize the proposed evaluation (1 paragraph)
3. (Optional) **Table of Contents / Proposal Outline**
4. **Program Description** (*Project Prospectus assignment*)
 - a. Program background & history
 - b. Program size, locations, organization
 - c. Evaluation needs
5. **Program Goals and Outcomes** (*Program Logic Model assignment*)
 - a. Program logic model
 - b. Stakeholders identification
 - c. Stakeholders prioritization
6. **Evaluation Design** (*Evaluation Design assignment*)
 - a. Evaluation purpose (*from your Project Prospectus assignment*)
 - b. Evaluation questions and their justifications
 - c. Evaluation plan matrixes
 - i. Data collection procedures
 - ii. Reporting procedures
 - d. List of measure/instrument drafts (*just a list, based on Evaluation Measures assignment*)
7. **Evaluation Management Plan** (*Evaluation Management Plan assignment*)
 - a. Proposed implementation timetable (Gantt Chart)
 - b. Estimated evaluation budget
8. **References (if any)**
9. **Appendices**
 - a. Full copies of measure drafts (*Evaluation Measures assignment*)
 - b. Your resumes
 - c. Your Human Subjects Protection training certificates
 - d. Other...