

Five signs you're ready to evaluate

And what to do if you're not

Five signs – five minutes



WHAT?

- › Background and context of the program
- › Use of information and evaluation outcomes



WHY?

- › Reason for conducting the evaluation and at this point in time



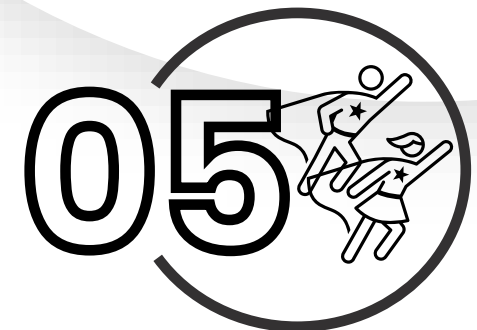
HOW?

- › Internal or external evaluation
- › Time and resources (e.g. funding and expertise) required to collect and analyse the data and information



WHEN?

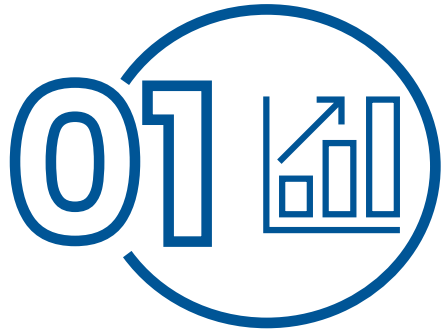
- › Timeframes for conducting the evaluation activities
- › Key milestones and deliverables



YOU!

- › Right skills
- › Right mindset

First sign – what



WHAT?

- › Background and context of the program
- › Use of information and evaluation outcomes

	TASK	TASK
WHAT	<input type="checkbox"/> Clarify the policy context of the program	<input type="checkbox"/> Determine governance arrangements of the program
	<input type="checkbox"/> Identify program stakeholders	<input type="checkbox"/> Confirm or establish a program logic model/theory of change, if required
	<input type="checkbox"/> Determine the external political, economic and social context within which the program operates	<input type="checkbox"/> Determine the types of decisions that will be informed by the evaluation
	<input type="checkbox"/> Determine related programs and policies, which may impact the project	<input type="checkbox"/> Determine the audience for the evaluation results
	<input type="checkbox"/> Determine previous evaluations of the program (or related programs), which may be utilised	<input type="checkbox"/> Determine and prioritise the elements subject to evaluation
	<input type="checkbox"/> Determine linkages to agency and government priorities	<input type="checkbox"/> Confirm that the strategy and intended outcomes of the evaluation are clearly defined, realistic and explained
	<input type="checkbox"/> Clarify or identify regulatory requirements and internal evaluation policies	<input type="checkbox"/> Establish funding available for the evaluation



Second sign – why



WHY?

- › Reason for conducting the evaluation and at this point in time



	TASK
WHY	<input type="checkbox"/> Determine rationale of evaluation



Third sign – how



HOW?

- › Internal or external evaluation
- › Time and resources (e.g. funding and expertise) required to collect and analyse the data and information

HOW

Document the agreed evaluation scope

Confirm that the evaluation has the backing of Senior Management, program manager/s and other stakeholders, who have an interest in the results of the evaluation

Consider lessons learnt in relation to how to conduct the evaluation from related studies and previous evaluations



Determine whether the evaluation should be outsourced or conducted internally

Establish a realistic and achievable program evaluation schedule

Determine if the decisions to be made influence the timing of evaluation activities

Fourth sign – when



WHEN?

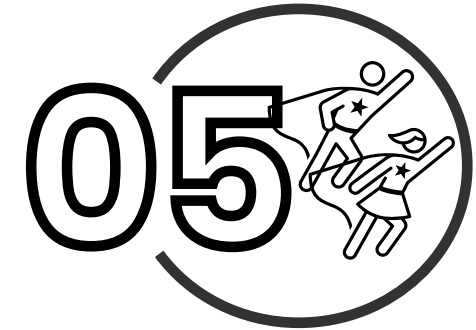
- › Timeframes for conducting the evaluation activities
- › Key milestones and deliverables

WHEN

- Determine the timeframes for conducting the evaluation activities
- Determine evaluation key milestones
- Determine evaluation deliverables

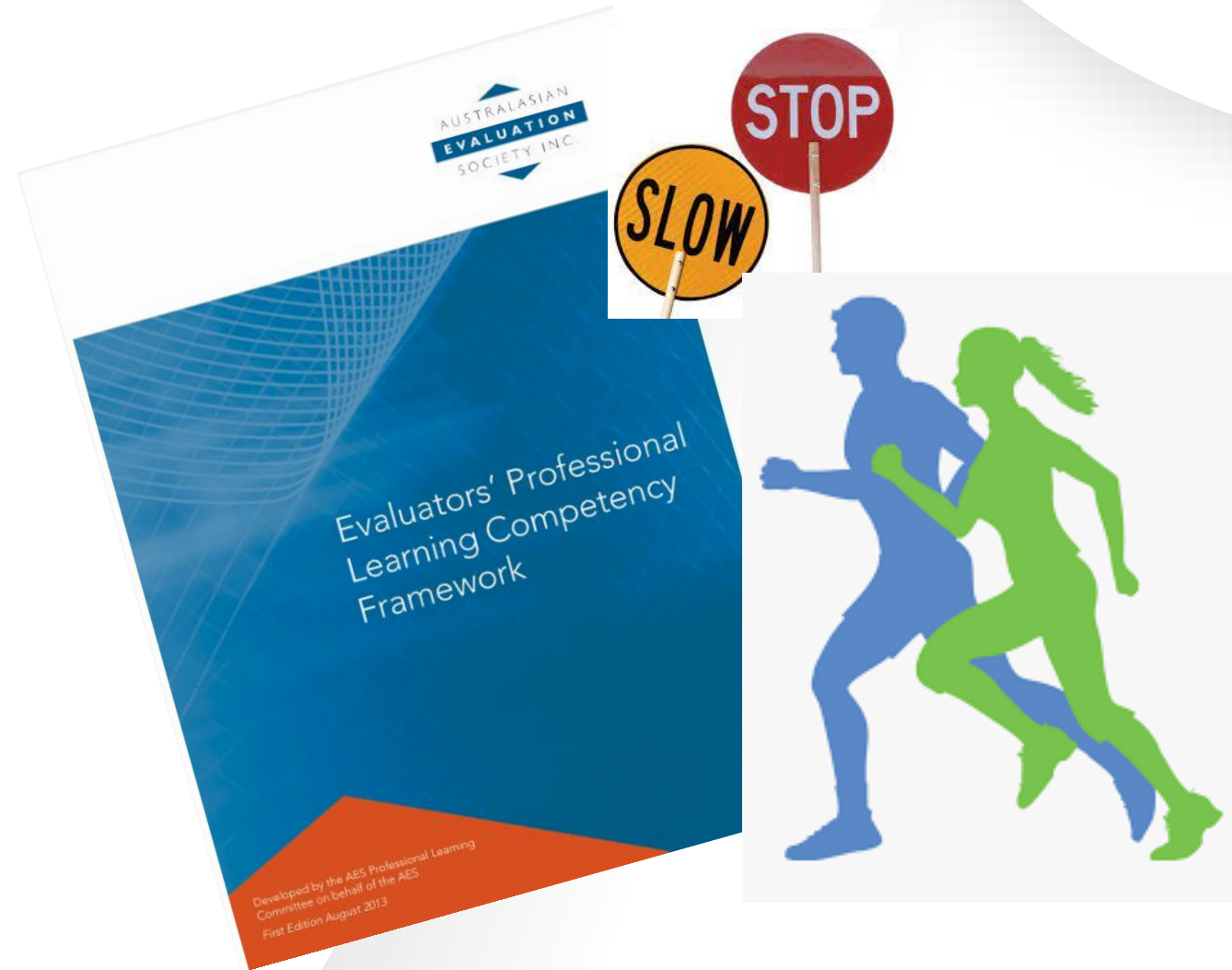


Fifth sign – you



YOU!

- › Right skills
- › Right mindset



Free resources to help you



DIY
Program
Evaluation



Build capacity
and culture



Build your own
monitoring
and evaluation
framework



GrosVenor[™]
PUBLIC SECTOR ADVISORY

Quality
Thinking.
Quality
Outcomes.

More free resources

Planning a program evaluation

A practical checklist

Grosvenor™
PUBLIC SECTOR ADVISORY



Monitoring and evaluation framework template

Grosvenor™
PUBLIC SECTOR ADVISORY



Grosvenor™
PUBLIC SECTOR ADVISORY

Quality
Thinking.
Quality
Outcomes.

We would love to connect!



Kristy Hornby

Associate Director and Victorian
Program Evaluation Lead

kristyhornby@grosvenor.com.au

03 9616 2700

Grosvenor[™]
PUBLIC SECTOR ADVISORY

Quality
Thinking.

Quality
Outcomes.

For further information
please visit our website:
www.grosvenor.com.au

Contact Us
(02) 6274 9200

 @Grosvenor Public Sector Advisory

Grosvenor[™]
PUBLIC SECTOR ADVISORY

Quality
Thinking.
Quality
Outcomes.