

Evaluation Implementation

The essential elements of the Evaluation Plan for the Active Balanced Community Initiative are outlined for the project as a whole in Table 1, below. These elements include:

- Goal / Target Community: the target population or community. The target populations focus on the primary targets for each goal of the project. Others are affected in a secondary way, and their relationship to each will be noted.
- Objectives / Activities: Activities or actions to support achievement of objective.
- Process / Output / Outcome Measures: The process indicators.
- Milestones / New Programs or Processes: Indicators of accomplishments to date.

In the appendices, we have included the Logic Models for the Sub-Committees, including:

- BARJ, Disproportionate Minority Contact, Gender Specific and Special Needs
- Communications
- Victim Support
- Resource Assessment and Data Collection

Evaluation Implementation Timeline / Designation of Roles and Responsibilities

Table 1: Essential Evaluation Activities and Timelines												
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept
Evaluation Concepts												
1. Logic Model: ¹ Training and Review	x			x								
2. Sub-Committee Consultations ²	x											
Data Collection												
3. Risk factor indicators				x						x		
4. Measures of Sub- Committee activities (e.g., minutes, attend- ance records)												
5. Survey instruments												
6. Focus groups												
Data Entry / Analysis												
7. Data entry			x	x					x	x		
8. Data analysis				x						x		
Reports												
9. Interim analysis					x	x						
10. Report Writing											x	x

¹ Logic Model training will occur when new sub-committees or projects (such as the Girls' Circles and the Community Conferencing Center) are added.

² As needed.

1. The Evaluation Plan represents a commitment of the ABC Initiative to provide training in Logic Models and to develop Logic Models for every endeavor. Logic Model training will occur when new sub-committees or programs are developed and when revisions are needed to the existing Logic Models. Existing Logic Models will be reviewed with the Sub-Committees twice (in October and January). The Sub-Committees have also agreed to incorporate evaluation into their development plans, including critical self-evaluation and data collection. The evaluator acts as trainer, consultant, and data analyst for the Sub-Committees, and in some cases, the evaluator collects data.
2. The evaluator will provide Sub-Committees with consultations about data collection.
3. The data will be collected by ABC volunteers and staff. Maintenance of meeting minutes, civic engagement opportunities, support groups, mediation sessions held, etc. will be done by the Co-Coordinator. Focus groups will be conducted to assess the process of developing some programs. The community risk factors will be collected twice annually (in January and July). They measure economic deprivation, onset of alcohol and other drugs, family conflict, and academic failure in early elementary. The Data Collection and Resource Committee has the responsibility of gathering these data. Focus groups will be conducted by the evaluator twice per year (in November and April) or as needed.
4. See # 3 above.
5. See # 3 above.
6. See # 3 above.
7. Data entry and analysis will be the responsibility of the evaluators.
8. See # 7 above.
9. Interim analysis will occur in February and March in order to give Sub-Committees an update regarding their performance.
10. The final reports will occur in the last two months of the project contract, August and September. The evaluator will prepare a detailed reference document from which the Steering Committee and Communications Committee can prepare more general summaries for the public and other stakeholders. The evaluator will provide technical assistance and consultation with these summary documents to ensure their accuracy.

Staffing and Budget Needed

- The evaluation of the Active Balanced Community will be completed with technical assistance, training, and supervision by Dr. Mark Creekmore, Evaluation Research, Community Service Systems, Inc. Julie Staples from his staff also provides assistance.
- The budget for the evaluation is \$10,000 - which is 10% of the overall budget.

Plan for Sharing the Evaluation Findings

- The evaluator will report on interim evaluation updates to the Steering Committee during their quarterly meetings.
- An annual report will also be developed and distributed as detailed in # 10, above.

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Active Balanced Community - Monroe County
Revised 7/20/05