Date: __

Program Description:

Provide general information about the program/project (herein referred to as "program") for which you are requesting evaluation services. Please attach any documents to aid your discussion.

Program Name: __

Organization/Office/Division/Program: __IHS/__

Contact (Requestor): __

 Contact information: __

 Lead – Subject Matter Expert: __

  Contact information: __

 Lead – Evaluation: __

  Contact information: __

Is this a Program Evaluation required per IHS Policy?

__

Description of Program:

- Funding
- Resources
- Target population(s)
- Expected results

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Structure/Scope of the Program:

- Number
- Status
- Area(s)
- Year(s)
- Cohorts

—

—

Stakeholders:

—

—

Partnerships:

- Formal or not
- Vertical:
    - National
    - Area
    - State
    - Tribe
- Horizontal
    - Across agencies/partners/stakeholders
    - At any level

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Evaluation Overview:

Provide detailed information about what you want to evaluate. Please attach any documents to aid your discussion.

Description of the project of outcomes:

- Short-, medium, long-term
- Outputs/Outcomes
- Process/Fidelity

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Evaluation Type (Feasibility & Pilot Study, Sampling Designs & Statistical Methods, Health Systems Analysis, Economics, and Financing or Technical Assistance & Training):

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Purpose of Evaluation (improvement, budget, reports, etc.):

- Formative
    - o Improvement
    - o Efficiency
    - o Effectiveness

- Summative
    - o Outcomes

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- Dissemination plans
  - Internal
  - External

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Logic Model/Theory of Change:

___   ___   ___   ___   ___   ___

What is the current evaluation capacity/resources within the program? (Staff, expertise, etc.):

- Resource availability
    - Internal program
    - DPER
    - Contract
    - TA
- Evaluator's familiarity with program

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What is your current time frame to begin and finish this evaluation?

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When and how evaluation will be communicated to grantees?

- Funding document?
- Selection criteria?
- Technical assistance?

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Evaluation Data:

Describe how you expect to gather and analyze data for your evaluation. Please attach any documents to aid your discussion.

What data do you <u>currently</u> collect? (Type, frequency, source, analysis, use, storage, privacy issues, etc.):

- GPRA
- Health Data

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Will new or secondary data be needed to answer evaluation questions? (Type, frequency, source, analysis, use, storage, privacy issues, etc.):

- Level
    - Client
    - Building
    - Area
- Status
    - New
    - Secondary
    - Changed
- Collection
    - Frequency
    - Accuracy/quality

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- __ Subject Protections
  - Paperwork Reduction Act (OMB)
  - IRB

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- Cybersecurity
  - Data security
  - BAA and/or data sharing agreement

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How will you gather and analyze data for the evaluation?

- Evaluation rigor/quality
  - Internally valid
  - Correlation/cause
  - Simple/complex

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