

ACTIVITY: TAKING STOCK OF RESOURCES

Objective

To identify existing resources within the community that would be helpful in the evaluation process

Materials Needed

Flip chart

Markers

List of steps in evaluation plan

“Resources to Leverage for Your Evaluation” handout, page 44

Time Required

50 minutes

WHAT	TIME	HOW	MATERIAL
Step 1 Review of steps in evaluation	10 min.	<ul style="list-style-type: none"> * Describe the evaluation process and post a list of the steps. * Explain to the group that the first step in developing an evaluation plan is to take stock of resources available in the community. 	List of steps in the evaluation plan, see pp. 37-38
Step 2 Brainstorm resources	15 min.	Ask participants to break into small groups and answer the following question: “What resources in your local area can be leveraged to support your evaluation?”	Flip chart Paper Markers
Step 3 Share	15 min.	<ul style="list-style-type: none"> * Have each group report out; solicit any additional ideas group members may have. * Distribute “Resources to Leverage for Your Evaluation” handout. 	“Resources to Leverage for Your Evaluation” handout
Step 4 Reflect and discussion	10 min.	<p>Help the group reflect on the activity, posing questions:</p> <ul style="list-style-type: none"> * What resources struck you as the most important to our evaluation process? Most interesting? Most surprising? * Which were easy to come up with? * Which were the hardest? * What was your favorite part of this activity? * How can we use this list of resources as we plan our evaluation? 	

HANDOUT: RESOURCES TO LEVERAGE FOR YOUR EVALUATION

RESOURCES	WEBSITE	NOTES
Americans for the Arts	www.americansforthearts.org	Free tool kit on evaluation.
Data Center Youth Strategy Center	www.datacenter.org www.datacenter.org/programs/youth.htm	Free resources on research, particularly research planning and design
Department of Education	www.ed.gov	A good resource for educational information—particularly statistics
Full Circle Fund	www.fullcirclefund.org	Provides grants and technical assistance (TA) and connects business leaders
Innovation Center for Community and Youth Development	www.theinnovationcenter.org	Provides resources, technical assistance, and training on evaluation and youth–adult partnerships
Leadership Learning Community	www.leadershiplearning.org	Provides resources on evaluation of leadership development programs
Life Effectiveness Questionnaire (LEQ)	www.wilderdom.com/leq.html	Research tool on measuring personal change
Open Society Institute	www.soros.org	Focuses on youth media and crime
Planning and Evaluation Resource Center (PERC)	www.evaluationtools.org	Clearinghouse and tutorial on evaluation and planning
RMC Research Corporation	www.rmcdenver.com/resources.htm	Maintains Compendium of Assessment and Research Tools (CART), a database of survey tools
Social Policy Research Associates (SPR)	www.spra.com	Provides training and technical assistance on evaluation; conducts large and small-scale research projects
Taproot Group	www.taprootfoundation.org	Donates time to nonprofits
W. K. Kellogg Foundation	www.wkkf.org	Has an evaluation tool kit available
Youth in Focus	www.youthinfocus.net	Developed and field-tested the Youth-led Research, Evaluation and Planning (Youth REP) method
Points of Light Youth Leadership Institute	www.pyli.org	Training, curricula and resources on youth leadership

More Ideas For Discovering Local Area Resources

Local Area Colleges and Universities: Colleges and universities in your area will probably have resources that you can use for research. Their resources may include anything from faculty expertise to students looking for research opportunities in the form of an internship. By contacting the departments appropriate to your research at local colleges or universities, you can also discover other resources in your community.

Small Business Feasibility Studies: As part of their feasibility studies, new businesses in your local area may have conducted community surveys that you could use as a resource for your data collection.

CHECKLIST: DEVELOPING AN EVALUATION PLAN

Take stock of your current situation. Individual members of the evaluation team can complete the checklist, and their responses can be discussed as a group. Refer back to these responses as your evaluation plan progresses.

YES	NO	
Stakeholder and Youth Involvement		
		Do we make intentional efforts to involve relevant stakeholders?
		Have we identified ways to involve all stakeholders in the evaluation?
		Do we actively seek ways to involve youth in the evaluation?
		Do we provide opportunities for youth to feel welcomed and respected in our evaluation design process?
		Can we enhance youth leadership skills through the evaluation?
		Have we identified barriers to involving youth in evaluation?
Goals and Outcomes		
		Do the goals of the evaluation reflect our mission and program activities?
		Are the evaluation activities realistic given our available resources?
		Do the outcomes outlined in the logic model (theory of change) reflect our core activities?
Data		
		Will the evaluation plan gather new and useful data?
		Will we be able to use the data that we gather?
Staffing		
		Have we identified core staff to conduct and lead the evaluation effort?
		Does the organization support the roles of the staff leading the evaluation?
		Are we making time for these staff to fully carry out the evaluation activities?