

## **REACH Evaluation Guidelines for Implementation Plan**

### Evaluation Section

Describe your evaluation plan and describe how you will evaluate your work over the next 3 years? Your evaluation plan should build on your logic model. What are the expected outcomes your coalition is trying to achieve? How will you assess your progress towards achieving your strategies and outcomes? What are your plans for continuous improvement? How will youth be involved in the evaluation?

There will be an evaluation contractor on board by early March that will be assessing the overall effects of the REACH initiative during the next three years. It is expected that grantees will participate in all external evaluation activities designed by the evaluator and Sierra Health. It is also expected that grantees will design and implement their own evaluation strategies for assessing local implementation processes and outcomes.

To help write this section:

1. Identify the person(s) responsible, along with the process your coalition will use for assessing local implementation processes and outcomes.
2. Carefully consider time and resources needed to:
  - Design evaluation plan, data collection, and data analysis, documenting findings
  - Prepare evaluation component of progress reports
  - Work with UC Davis TA team on developing and implementing local evaluation plans
  - Work with external evaluator
3. Budget appropriately: typical program evaluation costs range anywhere from 10-20% of overall project budget (don't forget potential costs associated with involving youth in the process and potential costs of sharing your findings with a larger audience).
4. Make sure that at a minimum you include a copy of your Outcomes Evaluation Matrix as an attachment.

### **Reminder: General criteria for all REACH deliverables**

- There must be evidence that a diversity of youth are authentically involved.
- There must be evidence of Coalition led planning and decision-making (not a one person/organization process).
- There must be evidence that the underlying framework for all products/deliverables supports youth development principles.
- There must be documentation that shows all products/deliverables are evidence based/data driven.