Getting Started with Your ATE Evaluation

Webinar Supplement

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The Role of Evaluation in Your ATE Grant

Work through aspects of the evaluation with the assistance of our Establishing Claims and Providing Evidence Worksheet, available at: www.evalu-ate.org/downloads/Establishing.pdf

To coordinate everything needed for ATE reporting on your grant activities, you might want to make a plan and get a heads up by reviewing what data will need to be collected for each of the reporting mechanisms:

FastLane www.fastlane.nsf.gov
Annual Survey of ATE Grantees www.evalu-ate.org/annual-survey
ATE Impact Books www.ateprojectimpact.org and www.atecenters.org

Working with an Evaluator

For more on what agreements PIs and evaluators should discuss prior to starting work, review the Contract Checklist at www.wmich.edu/evalctr/archive_checklists/contracts.pdf.

To learn more about what evaluators should know and be able to do, check out these resources:
Program Evaluation Standards, 3rd edition www.jcsee.org
Guiding Principles for Evaluators www.eval.org/publications
Competencies for Canadian Evaluation Practice, especially the section on Becoming Credentialed www.evaluationcanada.ca

Evaluation Reporting

While there is no one correct format for reports, they should typically include:

- Executive summary (~1 page)
- Brief project overview
- Evaluation questions & results (claims, evidence, & conclusions)
- Recommendations (if desired)
- Technical appendix

Some evaluators like to hold a feedback workshop with project staff to reflect on the evaluation. A checklist for running a feedback workshop can be found at www.wmich.edu/evalctr/archive_checklists/feedbackworkshop.pdf.

Ultimately, PIs are responsible for sharing evaluation information with their program officers. The method for sharing the information can vary—so check with your program officer on his or her preference.

Using the ATE Evaluation Resource Center

Access to our newsletters, webinars, evaluator directory, survey data collection templates, and digital library is through our website, www.evalu-ate.org. In addition, PIs might also find these to be helpful and quick overviews of evaluation:
Assessing Impact by Joellen Killion
Everyday Evaluation on the Run by Yolanda Wadsworth
User-Friendly Handbook for Program Evaluation by Joy Fretchling, available at www.nsf.gov/pubs/2002/nsf02057/