

Evaluation Model

Please fill out the questions below to the best of your ability. Once this is completed, please schedule a time with your regional assessment consultant and we will work with you to complete additional information and begin designing your evaluation. If you would like to see the additional questions/information we will discuss later, please let the assessment consultant you are working with know this and that information will be provided. Please note that there is not an expectation that additional questions would be completed prior to the initial meeting. That is a task that will be done together.

Program Title:

Contact information (email, district/building/agency)

Date of request

Step 1: Describe program and need for Evaluation			
Please tell us about your PROGRAM			
Please describe your program, goals, and its objective(s).			
How many resources (people/schools/districts as well as money) are going into implementing the program to be evaluated? LEA AEA State Department Other			
What is the duration of the program (one day training, three year grant, etc.)? Please indicate the number of contact hours if applicable.			
What major activities are scheduled as part of this program (e.g., training sessions, work sessions)			
What is the potential benefit			

Heartland Area Education Agency

associated with this program? For students? For teachers? For others?	
Please list research supporting these benefits if available.	
Please tell us about your plan for EVALUATION	
How will the evaluation results be used?	
Who will use the results of the evaluation?	
Is the evaluation required? By whom?	
To whom will results be communicated?	
What are the resources that the project is willing to commit to the evaluation?	
Is there a timeline or requirement for when the evaluation is to be completed?	

Adapted from the work of JoEllen Killion by Heartland AEA Assessment Consultants