

Examples of Outcome Evaluation Report

IMPORTANT TIPS FOR COMPLETING THIS SECTION OF THE REPORT:

- Refer to the logic model submitted with your grant application when completing this report.
- Please do not submit any copies of score sheets, surveys, case notes etc. completed by participants or staff. Maintain your raw data in a secure location for the duration of your funding period.
- Discuss evaluation findings with your agency's staff and parent leaders. Their perspective is valuable and should be included in the program evaluation report.
- Don't report just the successes. A great deal can be learned about the program(s)/resource center by understanding its shortcomings.
- A picture (graph, table, or photo) is often better than a lot of numbers and words. Add graphs or tables to illustrate your findings when possible and appropriate.
- Fewer words that tell the story are better than more. Be succinct.
- Offer explanations or hypothesis for negative findings and discuss plans for making program improvements. Your final report on your outcome evaluation activities should include the following:
 - I. **Population:** What was your target population? Were you successful in recruiting and retaining consumers? Why or why not? How many did you plan to serve? How many did you actually serve? What changes will you make related to identifying a target population, recruiting and maintaining them in your program?
 - II. **Services:** Describe the services you selected. Why were they selected? What were the assumptions, research, and experience that you used in choosing services? (Draw upon the "Assumptions" piece of the logic model from your original proposal). Were you pleased with the service model you selected? Why or why not? Did you implement the service model as you originally intended? Explain any deviations from your original model. What future changes do you plan to make in your program's services based on what you learned in implementing your services?
 - III. **Outcomes:** Report on outcomes by using the *Outcome Reporting Table* below. Be concise. Do not exceed one page per outcome, although you may attach relevant tables, graphs or charts to illustrate your results. Do not submit raw data or completed parent surveys although one blank copy of your survey(s) should be included in the report.

Instructions for use of table: (You should not exceed 1 page for each outcome reported on, although you may attach charts or tables to illustrate the findings.)

Outcome: State the outcomes from your original logic model.

Indicators: State the indicators from your original logic model.

Measurement: After each outcome and set of indicators, briefly describe how you evaluated its achievement. If you used a specific measurement tool, such as a survey, name the tool and attach a copy of it to this report.

Quantified Findings: What were the quantifiable results from your evaluation efforts? (Example: 80% of the participants reported a reduction in the use of corporal punishment. 94% increased the amount use of positive reinforcement, etc.). You will discuss these findings in greater detail in later sections of report. Attach applicable tables and/or charts.

Outcome Reporting Table Reporting period: ___/___/___ to ___/___/___

Outcome# ___ [1, 2, 3 ...] <input type="checkbox"/> short term <input type="checkbox"/> intermediate <input type="checkbox"/> long-term [Cut and paste the outcome from your logic model]
Indicators: [Cut and paste the indicators for the above outcome here]
Measurement: [describe how you measured outcomes here]
Findings: [Discuss results from your evaluation efforts. Quantify your findings when possible. Example: 80% of the participants reported a reduction in the use of corporal punishment. 94% increased the amount use of positive reinforcement, etc.). Attach applicable tables and/or charts.]

IV. Discussion of Evaluation findings:

Describe successes and shortcomings in outcome achievement. How were your outcomes related to your service implementation? How will your evaluation results be used by the agency? Include plans for future service delivery to improve on current results.

When possible, use qualitative data to help explain findings and conclusions.

Example of Completed Outcome Grid

Reporting Period: July 1, 2012 - June 30, 2013

Outcome#3 short term Intermediate long-term

Family members have healthy, supportive relationships.

Indicators:

- 3.1 Family members work together in positive ways to solve problems
- 3.2 Parents have a reliable social network for emotional support.
- 3.3 Parents spend some time each week engaged in positive social/recreational activities.
- 3.4 Parents select appropriate care-givers/baby-sitters for their children.

Evaluation tools used to measure the indicators:

The Protective Factors Survey (PFS) was used as a pre-post survey and was first administered after parents were enrolled in the program and again after completion. Two subscales are directly related to indicators 3.1 and 3.2. Those subscales are Family Functioning/Resilience and Social Supports.

Each participant was given a log for tracking their children’s behaviors as well as the parent’s use of time, including time engaged in social and recreational activities. Parents were also given a check-list intended to help parents as they chose child care providers/baby sitters.

Quantifiable Findings: As discussed in Section I of this report, of the 44 parents who began the program during this reporting period, only 30 (68%) completed the full 12 weeks. Further discussion of the dropout rates, including causes and plans to reduce it, is included in Section IV of this report.

The data provided below represent self-report of the parents who completed the full 12-week program during this reporting period

PFS Findings: Scores on the PFS showed that 77% of parents improved in Family Functioning/Resilience and 85% of the participants showed an increase in Social Supports. The positive changes from pre to posttest scores were statistically significant and indicate that program activities increased family functioning and social supports.

	<i>PRE-TEST</i>			<i>POST-TEST</i>			<i>Change Scores (%)</i>	
	<i>Count</i>	<i>Mean</i>	<i>St. Dev</i>	<i>Count</i>	<i>Mean</i>	<i>St. Dev</i>	<i>Count</i>	<i>Improved</i>
<i>Family Functioning</i>	30	4.74	0.92	30	5.66	0.92	22	73%
<i>Social Support</i>	30	4.13	1.17	30	5.78	1.03	25	83%

Figures 1, 2 and 3 on the attachments further illustrate these results. A discussion of these findings and lessons learned can be found in Section IV of this report.

Parent Self-Report Log. Only 15 of the 30 parents (50%) who completed the full 12 weeks of the program maintained the self-report logs. Of those who kept logs, all but three parents reported participating in positive recreational/social activities at least 2 hours each week. Because of the low numbers of parents who used the logs, we cannot state conclusively that the program met outcomes 3.3 and 3.4. Therefore, we have revised plans for collecting data on these indicators. Section IV discusses plans for modifying how these indicators will be measured and we are confident that with the more rigorous data collection methods, we will be able to report results on indicators 3.3 and 3.4 with greater confidence.