Program Evaluation: *Some basics to get you started*

Evaluation doesn't have to be complex or overwhelming. There are many tools available to help you develop a comprehensive evaluation plan. Additionally, the programs recommended by the EBLC all include recommended or required evaluation forms to help you.

Process Evaluation

This portion of your evaluation will help you assess the implementation of the program. It will enable long-term assessment of efficiency and program delivery, and will help inform your continuous quality improvement.

Samples of questions you may want to ask:

- How many sessions/workshops were offered?

- Where did the programs take place?

- What times did the programs take place and on what days?

- How many people took part in the program?

- How many people completed the program?

- What are the characteristics of the participants?
  - Economic status
  - Age
  - Racial/ethnic background

- Participant satisfaction:
  - Of the program
  - Of the instructors
  - Of the location and time

- How much did it cost to offer the program?
  - Per session
  - Per person

- Partnerships
  - Who are our partners?
  - What roles do our partners play?
  - Are our partners satisfied in the partnership?

Evaluating the outcomes of your program measures the impact they are having on the participants. This part of your program evaluation will include questions about program activities that relate back to the health and wellbeing of the program participants and the community. Ideally, these questions are asked prior to the participant taking part in the program and again at a pre-determined point/s after they have completed the program (e.g. 3-months).

- What are the participants' health behaviors (that may be affected by the program)?
    - Limitations
    - Pain
    - Physical activity
    - Stress/anxiety
    - Smoking
    - Weight management
- Self-efficacy (i.e. perception of an individual as to whether s/he can perform a certain behavior)
- Health status
    - Self-rated health status (e.g. Rating on a scale 1 (poor) → 5 (excellent))
    - Healthcare utilization (e.g. ER visits, hospital admissions)
    - Clinical measures (e.g. blood pressure, A1c)
    - Medications