Process Evaluation Plan for
4-H Science: Building a Career Pathway Initiative
Cohort Two Sub Grantee Overview

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Process Evaluation Plan for 4-H Science:
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Process Evaluation Description

This study will determine the extent to which the program is meeting its goals, addressing participant needs, and ultimately, enhancing the lives of participants while meeting societal needs. In addition, this study will provide insight into how participants’ satisfaction or efficacy might be improved. This evaluation plan is driven by the following study questions:

1. To what extent does 4-H Science: Building a Career Pathway initiative meet the particular needs of the target populations: girls, minority youth, employee volunteers, 4-H professionals and 4-H volunteers?
2. What, if any, potential adaptations are needed so that 4-H Science: Building a Career Pathway fulfills the project goals?
3. To what extent are 4-H Professionals, 4-H Volunteers and Lockheed Martin employee volunteers receiving the training or technical assistance that supports appropriate implementation of the program strategies?
4. To what extent were 4-H Science: Building a Career Pathway core components delivered with consistency and fidelity?
5. What, if any, adaptations are made to the planned target population, program content or materials, delivery setting or timeframe to assure integrity of implementation?
6. What, if anything, was learned from tracking the implementation and all planned and unanticipated adaptations that informs outcome evaluation findings, specifically 4-H Common Measures Science and Career & College Readiness survey questions?
7. What, if anything, was identified from the process evaluation data that informs and/or strengthens implementation (particularly if 4-H Common Measures data do not reveal desired program results)?

Monthly Process Evaluation Report

- We have submitted a sub-grantee monthly reporting template (statewide report) for your review.
- Webinars will be held to train individuals in each sub-grantee state to collect the required data for their state implementation.

Site Visits

- Cohort Two states will be visited in Year Two and Year Three.
- We will select states for visits after considering the monthly activity reports and learning more about the projects in your state.
- We will contact you and discuss this further.
- A typical site visit will include observations, interviews and focus groups to inform our case studies.
Timeline

This process evaluation will commence on September 1, 2015. While project implementation ends on April 30, 2018, the evaluation team needs until August 31, 2018 to analyze data and prepare a final report. In each of the three years:

- We will conduct site visits with selected states to collect data and/or coach project staff.
- We will review any Common Measures data collected.
- Researchers will address questions from sub grantees and National 4-H Council as needed.
- Researchers will conduct regular meetings and provide updates to National 4-H leadership.

Other key project tasks and milestones have been organized as follows:

Year One

- Training for Sub Grantees in data collection will be conducted via webinar (Fall 2015).
- We will create interview protocols, questionnaires, focus group protocols, assent and consent forms, observation tool, and document review protocol. We will also obtain UT Institutional Review Board approval (March 2016).

Year Two

- Regarding qualitative data, in-depth case studies will continue in Year Two (Continuous).
- We will conduct site visits with selected states to collect data and/or coach project staff (Continuous).
- We will review any Common Measures data collected during Year Two (June – August 2017).

Year Three

- Researchers will address questions from sub grantees and National 4-H Council as needed (Continuous).
- We will conduct site visits with selected states to collect data (to be completed by April 2018).
- We will review any Common Measures data collected during Year Two (June 2018).
- We will complete data collection and data analysis (June 2018).
- We will create a final, comprehensive report and white paper that address all project findings from all qualitative and quantitative data, including Common Measures. The final report and white paper will offer recommendations for strengthening and expanding the 4-H Science: Building a Career Pathway initiative (June 2018).
- To disseminate findings and conclusions: we will conduct webinars; provide the final report and white paper in both paper and electronic versions; and conduct a seminar at the NAE4-HA Annual Conference (October 2018).
Evaluation Team

Dr. Donaldson is an accomplished program evaluator, teacher and researcher. He teaches the UT College of Agricultural Sciences and Natural Resources graduate courses in program planning, evaluation, and proposal development. He has developed numerous staff development courses for Extension employees on needs assessment, program planning, and evaluation and accountability topics. He conducted numerous focus groups with over 50 Tennessee producers to describe learning among today’s farmers, and the research was widely shared through various sources, including the Qualitative Report journal, Journal of Extension, and American Evaluation Association conference. Donaldson has served as evaluator for numerous projects and has published on numerous topics including Extension Agent performance appraisal. He is presently serving as a member of the National 4-H Common Measures Advisory Team. He is an active member of the NAE4-HA, and he received the organization’s Air Force Recruiting Salute Award in 2012. As an Extension 4-H Agent, he conducted programs for 2,000 youth and 300 volunteers enrolled in 80 4-H clubs in Giles County, Tennessee.

Dr. Karen Franck is the program evaluator for two federally funded nutrition education interventions including the Expanded Food and Nutrition Education Program (EFNEP) and the Supplemental Nutrition Assistance Program Education (SNAP-Ed) program. She has served as co-chair of a national EFNEP committee tasked to revise one of the behavior change measures for adults. Dr. Franck has conducted program evaluations for diverse programs including drug and alcohol rehabilitation programs for women with children and programs for at-risk youth including runaways and youth in foster care. She has served as Co-PI on several grants evaluating the effectiveness of nutrition education interventions on children and adults and is currently evaluating a state funded project looking at the effectiveness of health and safety interventions including teen seat belt use and the effects of graduated drivers’ license laws. She is also coordinating the efforts to develop a valid and reliable tool to measure core competencies for FCS agents. She is proficient in a variety of statistical data analysis packages including SPSS, MPlus, Amos, STATA, NVivo, and QDA Miner.

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References


