

Final Evaluation Reporting

OAH Tier 1 C/D, Tier 2 and ACF
PREIS Grantees

**Presentation at the 2014 HHS Teen Pregnancy Prevention
Grantee Conference**
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Overview of Presentation

- **Final evaluation report requirement**
- **Discuss rationale for template**
- **Familiarize audience with template**
- **Questions and feedback about template**

Final Evaluation Report Requirement

- **Separate from grant wrap-up reporting requirement**
- **Presentation of study impacts and implementation**
 - Not an accounting of everything that happened during the grant period
 - Concise and written for a lay reader, like a journal article
- **Will be submitted to the HHS evidence review and publicly available**

Final Report Template

- **Consistent and transparent reporting**
 - Facilitate review by Eval TA team
 - Facilitate review by HHS Evidence Review team
- **Because evaluations reports will be public**
 - Ensure we have similar information on different programs
 - Find same information in similar places
- **Help complete final report more efficiently**

Builds from Existing Work

- **Prior work should be starting point**
 - Impact evaluation analysis plan
 - Implementation evaluation analysis plan
 - Study abstract
 - Bi-annual reporting
- **Discuss any desired deviations from these plans with project officer and liaison before moving ahead with revisions**
 - Document agreed upon changes in cover memo

Perspective

- **Write for non-researcher audience**
- **Orient reader to your study and how it fits in the larger effort**
- **Tell a story that is easy to follow**
 - What were you looking at?
 - What programming was intended? Provided?
 - How did you study the impacts?
 - What did you find?

Introduction to Template

- **Highly structured**
 - **Main story in body and details in the appendix**
 - **Use section headings and subheadings**
- **Five main components and appendices**
- **Provides details for each section**

Example

I. Introduction (approximately 2 pages)

A. Introduction and Study Overview

Purpose	Orient the reader to the study.
Instructions and Reminders	<p>In this section, explain (1) the need for teen pregnancy prevention for the particular population (defined by locality, age, gender, race/ethnicity, etc.) you are studying; (2) the program you selected and how your evaluation fit with the OAH/FYSB grant program—in particular, the funding tier (1 or 2) used for this project; (3) that this report describes the implementation and impact of your TPP-funded program; and (4) previous research describing the effects of the program, including, if applicable, how prior findings were assessed by the HHS evidence review.</p> <p>The reader should understand why you chose to serve the youth you served and the motivation for selecting the program you chose.</p>
Potential Sources	2010 Funding Opportunity Announcement for Tier 1 and Tier 2/PREIS Grant proposal
Non-Text Elements	None.

B. Primary Research Question(s)



Purpose	Primary research questions articulate the main confirmatory hypotheses about behavioral outcomes that are tested in a TPP impact evaluation.
Instructions and Reminders	This section should present the primary research questions. Reminder: The primary research question(s) should focus on the impact of the program on at least one behavioral outcome measure that is relevant to the HHS Pregnancy Prevention Evidence Review . All the primary research questions should focus on impacts at a specific time point. The outcome(s) and time point(s) should be clearly connected to the theory of change for the program.
Potential Sources	Impact Analysis Plan: Section 1 Evaluation Abstract
Non-Text Elements	None.

Example

F. Baseline Equivalence

Purpose	Provide the reader with information on how baseline equivalence was assessed for the analytic sample, and present the results of the analysis used to assess the equivalence of the analytic samples used to answer primary and secondary research questions.
Instructions and Reminders	<p>Briefly describe the analytic methods used to assess the equivalence of the analytic sample(s). Reminder: the analytic method used to show baseline equivalence should account for the study design (for example, clustering, stratification). Equation(s) for estimating equivalence of analytic sample(s) can be included in the appendix if necessary.</p> <p>You will need to present an equivalence table for each analytic sample being used to answer your primary and secondary research questions. For example, if the primary research questions (RQs) focus on a 12-month follow-up assessment, and the secondary RQs focus on a 24-month follow-up assessment, two tables will be necessary: one for the sample responding to the 12-month follow-up with nonmissing data on recent sexual activity (primary analytic sample), and one for the sample responding to the 24-month follow-up with nonmissing data on recent sexual activity (secondary analytic sample).</p> <p>To meet HHS evidence standards, the baseline equivalence tables must include demographic characteristics (age or grade, sex, and race/ethnicity), as well as prior measures (or highly correlated measures) of your outcomes. For each group, the table should document (1) sample sizes for each characteristic reported, (2) mean and standard deviation for continuous variables, and (3) the proportion represented as a decimal for categorical variables.</p>
Potential Sources	<p>Impact Analysis Plan: Section 4b Frequently Asked Questions Document for Impact Analysis Plan Biannual reporting tables Baseline Equivalence Table instructions (<i>forthcoming</i>)</p>
Non-Text Elements	<p>TABLE TEMPLATE AND INSTRUCTIONS FORTHCOMING</p> <p><i>The table is likely to be similar to Table 6 from the impact analysis plan template. Please note that Table 6 is being revised; the final version should be similar but not identical to the one presented in the impact analysis plan template.</i></p>

Expectations

- **Each grantee will submit evaluation report for review by Mathematica**
 - Due date determined by funder
- **Deviation from analysis plans or guidance from your funder needs to be documented and approved prior to submission of draft report**
- **Mathematica will review and provide feedback on draft evaluation report**
 - Anticipate 3 – 6 months for review process
 - Iterative process similar to review of impact evaluation analysis plans
- **Final reports approved by funder prior to end of grant**
- **Not your only publication from the evaluation**

Time Line

- **Draft template**
 - Help with planning and budgeting report writing
- **Send additional questions or suggestions**
 - By end of June
- **Final template**
 - Target release: July 2014
 - Follow-up webinar: Late Fall 2014
- **Report writing can begin now**
 - Revise or expand existing text

For More Information

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Questions or Suggestions?