



Program Evaluation Worksheet

Organization Name:

Name of Program/Project:

Program Goal: *(Example: To connect troubled, low-income Pajaro Valley teens to quality, affordable counseling services to improve their academic performance).*

Your Program Goal:

EXPECTED ACTIVITIES	TIME FRAMES & EXPECTED OUTCOMES (Key Indicators)	DATA COLLECTION FOR KEY INDICATORS	ACTUAL OUTCOME RESULTS <i>(Complete this section for your final report)</i>
<p><i>Example:</i></p> <p>1. Coordinate with district Truancy staff to establish referrals to the program.</p> <p>2. Provide counseling services to identified teens.</p>	<p><i>Example:</i></p> <p>By June 2018, Truancy staff will have referred 30 students to the program.</p> <p>By June 30, 2018, teens who receive 3 or more counseling sessions will report improved attendance and grades at school.</p>	<p><i>Example:</i></p> <p>Reference tracking system for verifying the number of teens referrals to counseling.</p> <p>Use satisfaction survey to assess teen evaluation of program</p>	<p><i>Example:</i></p> <p>By June 30, 2018, District Truancy staff referred 26 students for counseling.</p> <p>By June 30, 2018, 68% of referred teens will express satisfaction with their improved attendance and GPA.</p>