

Partners in Planning for Healthy Living (PPHL) Evaluation Framework

Evaluation question <i>(What do you want to know?)</i>	Potential Indicators <i>(How will you know it?)</i>	Data sources <i>(Who or what will have this information?)</i>	Data collection methods <i>(How will you gather the information?)</i>	Schedule <i>(When will the information be collected?)</i>
1. Do key stakeholders have a shared understanding of the role of the Coordinating Committee?	1.a 90% of stakeholders provide a consistent response to the question <i>“What do you consider to be the roles of the Coordinating Committee & PPHL?”</i>	PPHL members, internal and external stakeholders	On-line survey	Annually
	1.b 80% of stakeholders rank the Coordinating Committee’s activities as being important or very important	PPHL members, internal and external stakeholders	On-line survey	Annually
	1.c 80% of stakeholders rank the Coordinating Committee’s capacity to accomplish activities as high or very high	PPHL members, internal and external stakeholders	On-line survey	Annually
2. Is support (financial and political) shared effectively by members and key stakeholders? Is the work feasible and sustainable?	2.a PPHL financial and in-kind contributions meet projected needs (current and future)	Annual budget	Document review	Annually
	2.b # and diversity of existing Letters of support and Memoranda of Understanding	PPHL Coordinator	Document review	Annually
	2.c All committee’s (CC and WG’s) have adequate membership and diverse representation (by sector and region) to function effectively	Committee members	On-line survey	Annually
	2.d. Coordinator job description is current, clear and reflects PPHL priorities	Job description and work plan	Document review	Annually

3. Does the current PPHL structure support effective communication and engagement?	3.a 90% of members indicate a high level of awareness of current PPHL activities	PPHL members, internal and external stakeholders	On-line survey	Annually
	3.b Attendance at AGM, committee meetings is consistently high (at least 75% of members in attendance at all meetings)	Minutes	Document Review	Annually
	3.c 90% of members score high or very high on level of engagement with PPHL	PPHL members, partners stakeholders	On-line survey	Annually
	3.d PPHL website is utilized by members and stakeholders to support and promote the work of PPHL.	PPHL members, internal and external stakeholders	On-line survey	Annually
4. In what ways does the current membership and structure help or hinder PPHL in meeting its goals?	4.a All committees have current terms of reference and work plans in place with clearly articulated actions, timelines and leads identified	Terms of Reference, Workplans	Document Review	Annually
	4.b All committee members report a high level of confidence in the ability of coordinating committee and working groups to accomplish identified tasks	Committee members	On-line survey	Annually
	4.c. Committee members identify successes and potential barriers to accomplishing identified tasks	Committee members	On-line survey	Annually
5. How have the results (Youth Health Survey) been utilized?	5.a YHS Dissemination including: # of citations of YHS reports; # and nature of requests to DARP; # of web-links to YHS reports; # of publications	DARP	Document review and interview	ongoing
		YHS KE Working Group	Web search / Tracking	

	5.b 50% of school divisions and 50% of RHA's provide examples of ways YHS has been used to influence programs and/or policy	PPHL members, partners stakeholders	On-line survey	Annually
6. Are organizations engaged in a way that is appropriate and possible for them and do they deliver on agreed upon roles and expectations?	6.a 90% of organizations indicate high or very high level of understanding and agreement on their commitments to PPHL	PPHL members, partners stakeholders	On-line survey	Annually
	6.b 90% of organizations indicate a high level of confidence in their ability to meet their commitments	PPHL members, partners stakeholders	On-line survey	Annually
7. How can PPHL support changes identified through YHS evaluation (once completed by the YHS implementation working group)?	7.a Upon completion of YHS process evaluation, # of recommendations that have actions and lead identified	YHS Evaluation Action Plan	Document Review	Sept 2013
8. How has PPHL contributed to programs and policies for a healthier population?	8.a. Stories and examples of ways in which stakeholders have used the YHS survey results for planning	YHS KE Working Group	Ongoing monitoring and documentation	Ongoing