Evaluation of Educational Policies and Programs
Process Evaluation Plan Assignment

Evaluation Question (Related to Process): Provide a well-written evaluation question related to the implementation of your intervention. **Length: 1 question**

Define Fidelity of Implementation for your Evaluation: Provide a clear and succinct discussion of fidelity of implementation with respect to your POP project. You should consider the following questions: How are you conceptualizing fidelity of implementation for your project? What is the working definition that you will use in your project for “Fidelity of Implementation”? Discuss alignment between your definition of fidelity of implementation and your intervention logic model and theory of treatment. What constitutes “high fidelity”? “Low fidelity”?

This section should be in narrative (do not write the equivalent of bullet points to the questions to consider – write a clear narrative discussion of the points). **Length 2 pages maximum**

Indicators of Fidelity of Implementation: Discuss your proposed indicators of fidelity of implementation for your project that you enumerate in the Data Collection Matrix below. This section should be a succinct narrative discussion of the Data Collection Matrix. What are the indicators? How do they fit with your theory of treatment and logic model? How will you collect these measures? When will you collect these measures?

This section should begin with an overview discussion of your proposed indicators of fidelity. Individual indicators should be discussed in separate subheadings. **Length: 3 pages maximum**
**Data Collection Matrix:** Using the template below outline the data needs and collection plan for your process evaluation. This should be presented as a table with proper APA formatting. Add as many rows as needed.

<table>
<thead>
<tr>
<th>Fidelity Indicator</th>
<th>Data Source(s)</th>
<th>Data Collection Tool</th>
<th>Frequency</th>
<th>Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name the indicator</td>
<td>Name the data source for the fidelity indicator</td>
<td>Instruments, tools, and guides used for gathering process-evaluation data</td>
<td>How often / When will the indicator be collected?</td>
<td>Who is responsible for collecting the data?</td>
</tr>
</tbody>
</table>

**Logic Model:** Include the logic model for your POP intervention as it currently stands. This should be presented as a figure with proper APA formatting.