LEVEL 5: CHANGING ORGANIZATIONAL PRACTICE

Organizational Level Tracking and Evaluation Form

PRIOR TO IMPLEMENTATION ANSWER THE FOLLOWING:

Name of the effort:
Educational content topic:
Intended effect of the effort:
Organizations involved in the policy efforts’ design and development:
Geography covered:
Method used: (e.g. educational event, meetings, presentations, briefs, testimony, etc.)
Estimated number of people who could be affected by organizational change:
Number of participants:
Do the participants accurately represent the institution or organization?:
Are the participants most in need being reached?:
Are key decision makers represented?:
Demographics of participants (e.g. gender, age, race/ethnicity, geography, representation, political party if applicable) OR
Demographics of target audience of proposed organizational change - Which types of families does or will the policy/program or practice affect? (e.g. families in Frogtown, farmers in Northern MN, students in a school district, etc.)
DURING IMPLEMENTATION ANSWER THE FOLLOWING
Are barriers to adoption identified and reduced?
What changes were promoted and how?
Were the changes adopted as originally proposed or adapted?
If adapted, how?
Why was adaptation necessary?

AFTER IMPLEMENTATION ANSWER THE FOLLOWING
Has the institution’s culture and practice met the intended change?
Were there unintended consequences?
How widely was the change adopted across the institution? (# participants/ # possible participants)
Which sectors of the institution made the change?
Were the changes cost-effective?
Were the changes feasible given institutional capacity and resources?
Was the change institutionalized? To what extent? Has the change sustained over time?
Are there socio-environmental supports and infrastructure in place to sustain change moving forward?