LEVEL 6: INFORMING POLICY CHANGE

Policy Level Tracking and Evaluation Form

PRIOR TO IMPLEMENTATION ANSWER THE FOLLOWING:

Name of the Policy Effort:

Educational content topic:

Intended effect of the Policy Effort (e.g. change in policymaker/implementer knowledge, decision-making, adjustment to existing policy, creation of new policy, etc.):

Organizations involved in the Policy Efforts' design and development:

Geography covered by Policy Effort:

Method used (e.g. educational event, meetings, presentations, briefs, testimony, etc.):

Assessing the Quality of Policy Effort material/resources/script/etc.

• What evidence is there that the information used to inform policy/policymakers is accurate? Cite sources of information

• What evidence is there that the information used to inform policy/policymakers is culturally relevant and meaningful? Cite sources of information

• Were the materials/resources/script/etc. piloted with the target policy audience? If yes, how many, and other key characteristics of participants who viewed the materials.

• If piloted, were the participants able to articulate the key take away messages?

Basic Tracking Information:

• Number of participants in Policy Effort

• Demographics of participants (e.g. gender, age, race/ethnicity, geography, representation, political party if applicable)

• Demographics of target audience of proposed policy change - Which types of families does or will the policy/program or practice affect? (e.g. families in Frogtown, farmers in Northern MN, etc.)
DURING PROGRAM IMPLEMENTATION:
• What is the size and representation of the institution(s) participating in the Policy Effort?
• What external contextual factors may have influenced the implementation of the Policy Effort?
• Was the Policy Effort implemented consistently across communities or environments?
• What changes, if any, were made during the course of Policy Effort implementation? Why were the changes necessary?

AFTER PROGRAM IMPLEMENTATION:
• Did the Policy Effort meet the target goals for policy change or influence?
• Did the Policy Effort successfully reach all targeted communities or environments of interest?
• What policy shifts, adjustments, or variations in the Policy Effort occurred across time, population and geography?
• What policies were proposed, changed, or newly implemented as a result of the Policy Effort? What was the scope of these policies?
• What feedback did you receive on the Policy Effort from targeted audiences (e.g. policy makers/implementers; population affected by policy change)?
• What feedback did you receive on the Policy Effort from key partners?
• Were there any unintended consequences of the Policy Effort?
• How did external contextual factors influence the level of impact of the Policy Effort?
• What worked well in this Policy Effort? What didn’t?
• What is the likelihood that this particular Policy Effort will continue to influence existing policies long term?