

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?

