

HEALTH
in COMMON

Enhancing capacity for initiatives that support healthy living



**Health in Common & Volunteer Manitoba
Evaluation and Program Planning Capacity Survey
Summary Report**

**March, 2009
Winnipeg, MB.**

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Acknowledgments

We would like to acknowledge all those who volunteered to complete a survey for taking the time to provide their perspective and insight. This information will inform Health in Common's and Volunteer Manitoba's planning of future training and professional development opportunities. It is our hope that the comments and feedback provided through this survey are reflected in our activities. We would also like to thank the members of the Health in Common Evaluation Advisory Group for their assistance in reviewing the survey tool. Finally, the assistance of Volunteer Manitoba and Health in Common Staff in administering the survey is greatly appreciated.

Who we are

Health in Common enhances capacity for initiatives that support healthy living by:

- making tools and resources easily accessible;
- improving communication between non-government, government and private sector groups and organizations;
- creating opportunities for groups and organizations to work together; and
- enhancing capacity for evaluation.

Volunteer Manitoba's goal is to provide information training and resources on all aspects of the voluntary sector and to build strong communities with working partners including governments, researchers, non-profit/charitable organizations, volunteers, donors, labour and business. Their mission is to support groups and individuals in the voluntary sector to develop and enhance their capacity to anticipate, understand, celebrate and meet community needs in Manitoba.

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Introduction

In February 2009, Volunteer Manitoba and Health in Common collaborated to conduct an on-line survey of program planning and evaluation capacity and training needs. The survey was administered using *Survey Monkey* and was sent to subscribers of Health in Common's and Volunteer Manitoba's electronic newsletters. 110 people responded to the on-line survey. A summary of participant responses to closed and open-ended questions are provided below.

Overall findings reflect an interest and need for ongoing training in the areas of program planning and evaluation. The majority of respondents stated that they would like to have more training in these areas (76.4% want more program planning training, 70.9% want more evaluation training). Comments reflected a need to provide training and mentorship opportunities that would enable people to:

- integrate program planning with evaluation,
- increase comfort with the idea of evaluating programs for impact,
- acquire skills in developing and using evaluation tools.

In offering feedback on the way in which training is delivered, participants expressed the need for training to be accessible to people working across the entire province either by offering workshops in various locations across Manitoba or through on-line seminars. Cost and time commitment were also identified as potential barriers to accessing training. The findings suggest that, depending on location, short sessions that focus on specific topics or skills related to integration of program planning and evaluation would be desirable. Opportunities for web based seminars should also be explored as well as ongoing efforts to expand existing training to communities across Manitoba.

Results

Just over half, 55.1% (59) of those responding to the survey said they work in the health sector (see Table 1).

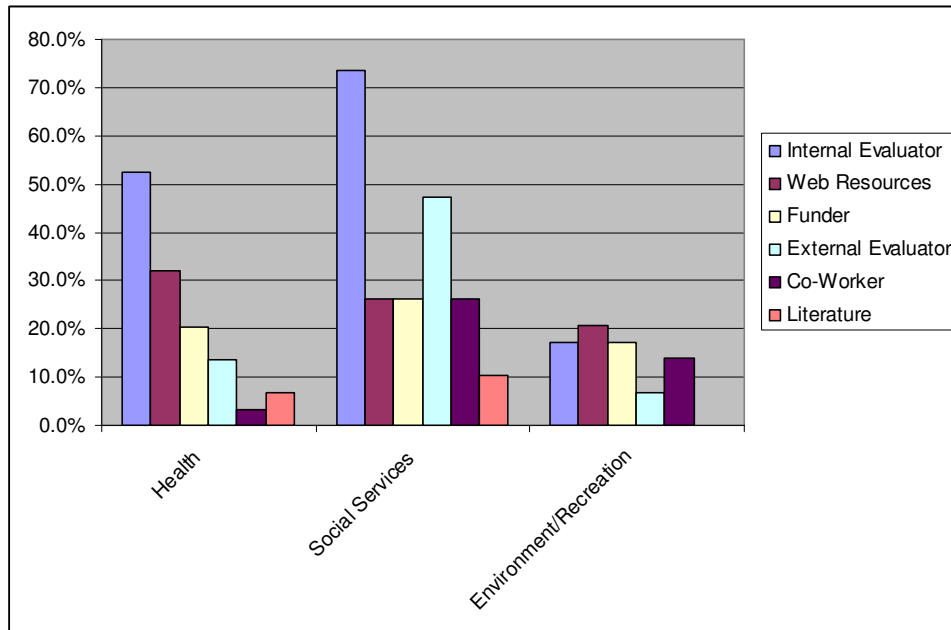
Table 1: What area do you primarily work in

	Frequency	%
Health	59	53.6%
Recreation	17	15.5%
Education	11	10.0%
Family services / Housing	6	5.5%
Community Development	6	5.5%
Research and Evaluation	5	4.5%
Environment	2	1.8%
Justice	1	0.9%
Missing	3	2.7%
Total	110	100%

Participants were asked to identify where they obtain information about evaluation. Most people, 45.5% (50), identified an internal evaluator as their source of information. Web resources, 28.2% (31), were the second most common source of information. 17.3% (19) of respondents

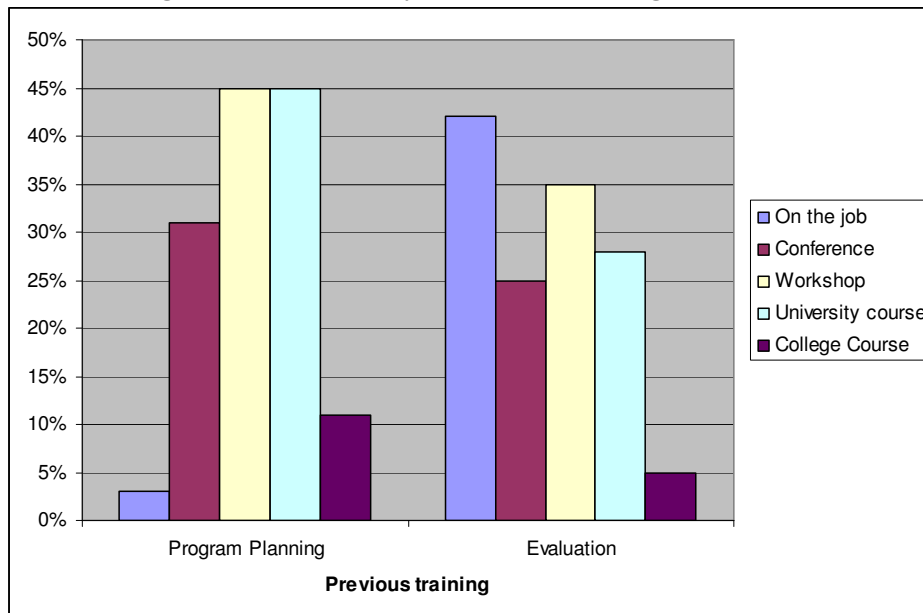
indicated that they would consult with an external evaluator. Figure 1 shows where respondents obtain evaluation support by sector; Health, Social Services,* and Recreation/Environment.

Figure 1: Source of evaluation related support by sector (%)



Most respondents, 69.1% (76), stated that they have had some previous training in program planning. Fewer people, 55.5% (61), indicated that they have taken part in evaluation specific training (see figure 2).

Figure 2: Where have you received training in the past?



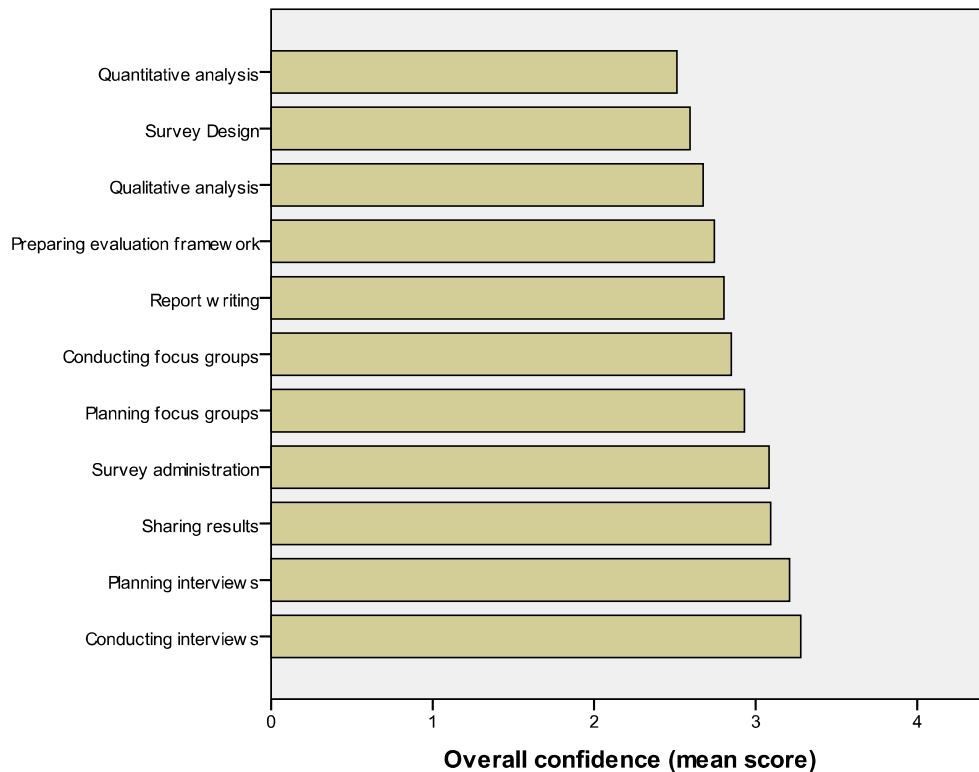
In providing descriptions of the type of training they have received, participants described courses taken as part of their post secondary education (University and College) as well as

* Social Services includes Education, Justice, Family Services and Housing and Community Development.

workshops offered through agencies such as United Way, Volunteer Manitoba and the Rural Development Institute. The need for additional training on more specific practices and tools was identified by some participants. Appendix 1 (table 1) lists participants' comments related to past program planning and evaluation training.

To assess capacity and comfort with conducting evaluation related activities, participants were asked to rate their confidence with carrying out various aspects of planning and conducting evaluation. Participants rated their confidence on a five point scale ranging from extremely confident to not at all confident. Figure 3 presents average scores for each aspect of evaluation with higher scores indicating higher levels of confidence. Participants were least comfortable with quantitative methods (analysis and survey design), qualitative analysis and preparing evaluation frameworks. Participants had higher confidence with planning and conducting interviews.

Figure 3: Rate your confidence with each of the following aspects of evaluation.



Most respondents indicated that they would like to have additional training:

- 76.4% (84) want more training in program planning.
- 70.9% (78) want more training in evaluation.

In commenting on this question, participants stated that training should be aimed at increasing practical skills for programming and evaluation (e.g. “specific topic workshops” “design simple evaluation tools” “development of budgets and tracking of financial aspects” “on very practical tools and approaches vs. theory”)

Participants were asked to indicate which specific aspects of planning and evaluation they would like additional training in by selecting their top three choices out of a list of planning and evaluation related activities. Within program planning, logic model development was the most commonly identified training need as identified by 49.1% (54) of respondents. Within evaluation,

knowledge transfer was the most commonly identified training need as identified by 50.0% (55) of respondents. Figures 4 and 5 present responses to training needs in program planning and evaluation respectively.

Figure 4: Program planning training needs

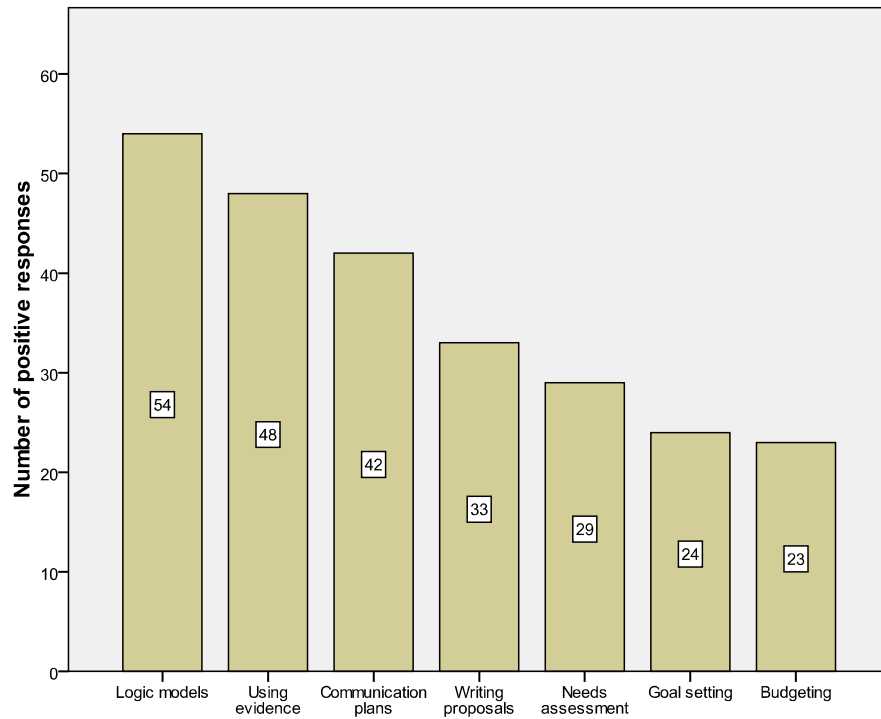
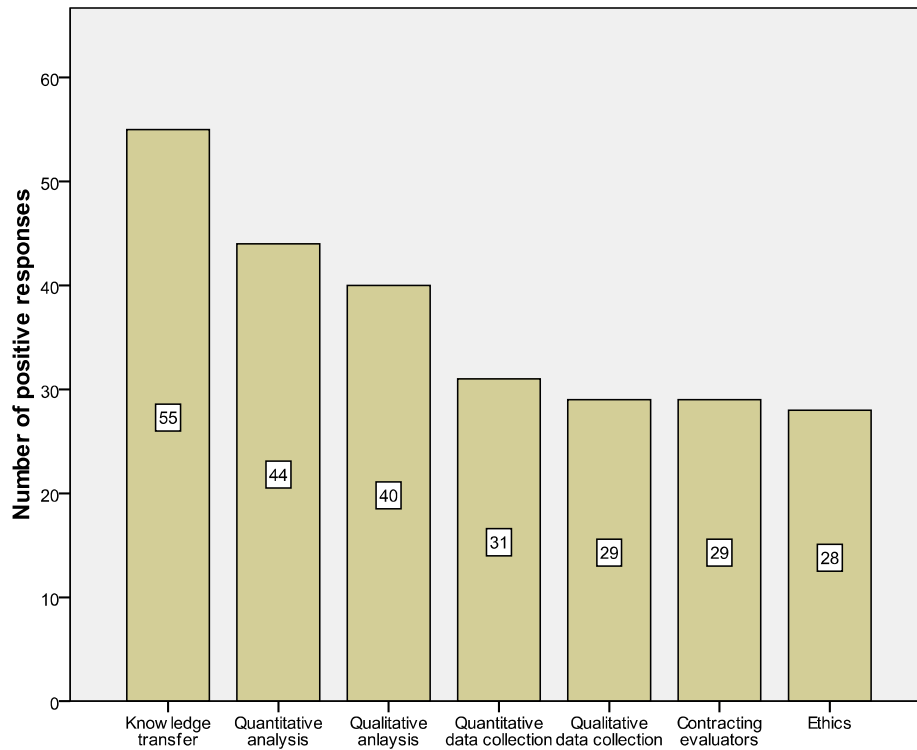


Figure 5: Evaluation training needs



Some participants included comments about additional topics they would like to see offered. Many of the comments focused on building comfort and capacity with evaluation. Specific aspects they would like to learn more about are:

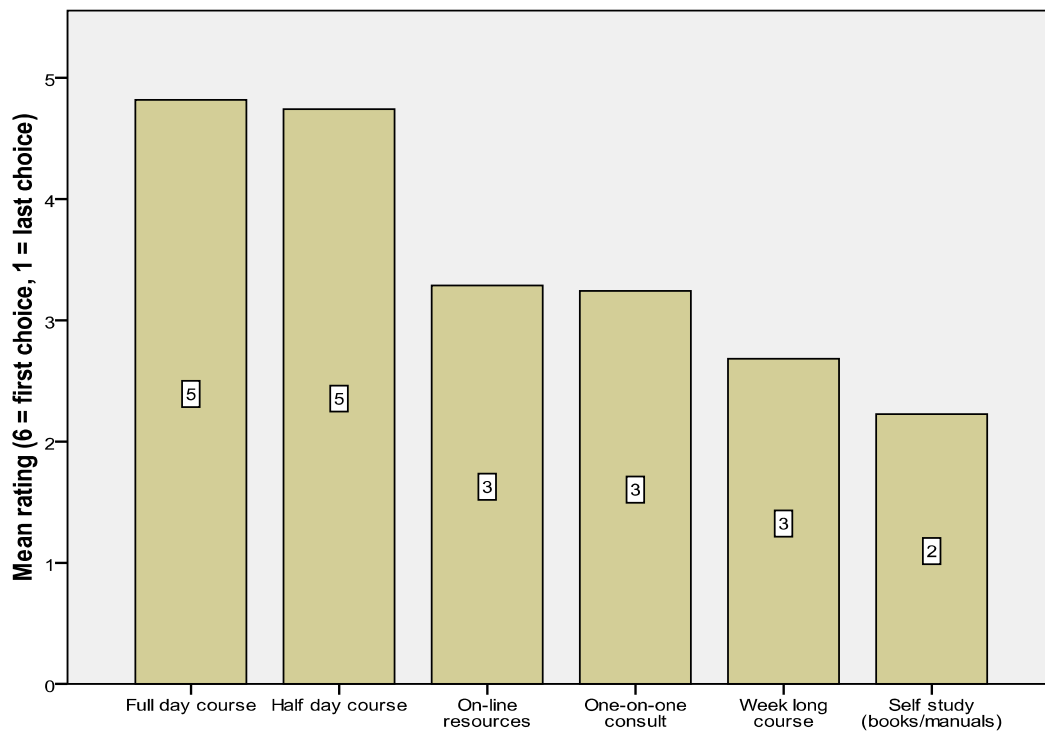
- creating evaluation tools
- overcoming resistance to evaluation and “evidence” (building a culture of evaluation)
- measuring outcomes
- developing evaluation frameworks

All additional suggestions are summarized in Appendix 1; (table 3).

Respondents were asked to rate, in order of preference, how they would like to receive training. As part of this question, six options were presented: full-day workshop, half-day workshop, week-long workshop, on-line resources, one-on-one consultation, or self-study using written resources. One option that should have been included but wasn't was on-line or distance education training. Web based training is a potentially viable and effective way of delivering training across the province. Some respondents commented that workshops in Winnipeg are not accessible. Unfortunately the survey is unable to assess the extent to which these individuals would be interested in participating in web-based training.

To obtain the mean of course preference, scores between 1 and 6 were assigned for each option with a score of 6 indicating the most preferred option. Based on participants' rating, workshops (both full or half day) were the preferred type of training.

Figure 6: How would you prefer to receive training?



Finally, participants were asked to rate their interest in enrolling in a course to be offered by Volunteer Manitoba, titled “*Applied Program Design and Evaluation for Non-Profits.*” Respondents were given a five point scale ranging from “definitely” to “definitely not” and asked to indicate whether they or another person from their organization would be likely to take this class. 34.4% (32) of people stated they would definitely or probably take such a course. An additional 36.6% (34) stated

they were somewhat likely to take such a course. 29.0% (27) felt it was unlikely that they or a co-worker would take this class. Table 2 shows the level of interest in the “*Applied Program Design and Evaluation Course for Non-Profits*” by work sector.

While the survey indicated some general interest in the course, specific comments made by respondents reflected concerns regarding accessibility, in particular for those living outside of Winnipeg. Participants also cited cost and time commitment as potential barriers to enrollment.

Table 2: Likelihood of enrolling in "Applied Program Design and Evaluation" course by sector

	Definitely/Probably likely to enroll	Somewhat likely to enroll	Not / Definitely not likely to enroll
Health	34% (18)	41.5% (22)	24.5% (13)
Recreation/Environment	47.1% (8)	35.3% (6)	17.6% (3)
Social Services	30.0% (6)	25.0% (5)	45% (9)
Total	35.6% (32)	36.7% (33)	27.8% (25)

Conclusion

Although these results are not generalizable beyond those responses provided by the participants, the survey provides insight into the capacity building needs of these individuals. In particular the need to offer courses in a variety of settings and locations has been clearly stated, as has the desire for courses that deliver training on specific skills or topics related to program planning and evaluation.

Appendix 1: Summary of open-ended responses

Table 1: Please provide a description of past training

Please provide a description of past program planning training	Please provide a description of past evaluation training
- 3 credit course on applied research that included topics such as needs assessments, evaluation, policy research, impact assessments, community development, social marketing, etc. with practicum in the community where to apply some of the theories/conceptual frameworks. - several 2-day workshops put by funding agencies (mostly federal gov. and United Way) on logic models and outcome based planning/ result based management.	program evaluation for PHAC
-years of working in an alternate setting involved program planning/organization -networking at district and regional meetings has provided hands on experiences on closely related programs	as part of broader coarse work
1 or 2-day seminars - establishing program goals, creating a business plan, etc.	Training sessions sponsored by: - Culture, Heritage and Recreation - Health Canada (associated with various grants) - Rural Development - KEN - Summer Institute
1.Brandon University,3 cr. course 2.University of Waterloo,3 cr. course 3.Athabasca College,3 cr. course	On the job training has usually involved completing an evaluation component of a funding grant. Conferences have provided the opportunity for others to share their evaluation findings from a specific initiative whereas courses have focused on conceptual models.
4 days United Way - logic model, indicators, reliability, validity, rationale, environmental scan	evaluation goals, evaluation elements as they related to the proposals
5 day symposiums covering pertinent topics in family learning	Dexter Harvey came to present to our region back in 2005 and 2006. I was able to attend two out of three workshops. He represented KEN and spoke on evidence-based practice.
Ad hoc training - observation mostly.	As before - courses at U of M and workshops through MCCA
As part of a HP course in the BN and MN program at university.	looked at evaluation as research
as part of broader course work	Masters level courses - program eval, stats
As part of U of W Management Certificate program. Need more in-depth training.	Through a discussion group with Health Promotion Staff at committee meetings
Community Recreation Program Planning - university course Community Recreation Planning Resource - 2 day workshop on developing recreation plans for communities Various conference workshops	Funder specific training for funding models
Course - entire chapter with relevant assignment	It's so long ago that I don't remember !
course work through the Justice Institute of BC, in house training BC Ministry for Children & Families: Personal Service Planning, PATHing, Augmentative/Alternative Communication Plans; Behavioural Support Plans; Crisis management Planning. Course ranged from 1/2 day to 3 credit (1 term)	Don't remember!
Courses have been focused on program planning models/approaches, have often included a practical application while sessions at conferences have usually offered a 'how-to' overview of a particular program.	Masters program through U of A; qualitative evaluation; quantitative evaluation; program planning and evaluation; did a practicum using evaluation
Courses have varied in length from a few hours to a week. Courses have covered topics such as: - vision statements - goals and objectives - budgeting - volunteers - program design	Health In Common Wpg. Jan.19 20 2009
Dalhousie University, Full Credit Course, various models of program planning & evaluation, review of case studies, practical assignments etc.	Wpg 2hrs
Don't remember!	OSD workshops (1 day - 2 day session) WRHA Research and Evaluation sessions (10 sessions, 1/2 days)
Evaluation workshop in April & September hosted by the Aboriginal Health Branch for the Aboriginal Health Transition Fund	Brandon Summer Institute session around 2000, overview of "a blueprint: a program evaluation tool kit". At a Community Health Assessment workshop in 2003, had sessions on evaluation
HSI Healthy Schools Initiatives, Reading Recovery teacher, counseling in-services to numerous to document, High School Leaving Grad Survey work with Designer in house....	Health Promotion conferences
I am very new on my job so I can't answer this question honestly at this point. I am attending a	Knowledge Exchange Network Dexter Harvey

Table 1: Please provide a description of past training

Please provide a description of past program planning training	Please provide a description of past evaluation training
conference and workshops in the middle of this month.	
I have attended a variety over of short workshops over the years that deal with the components of the planning cycle e.g. problem defn, research, consultation, project development, evaluation, etc	Member of Canadian Evaluation society, research methods/ stats etc at university, have worked in policy/research areas all of my work life
I have attended other VM training workshops	see previous answer
I have my Masters in Nursing and there are 3 courses -assessment - planning and evaluation	Health in Common's Chaos to Clarity Workshop in January 2009
I took my masters of science in health promotion at the U of A and one of the courses was Program Planning and Evaluation - this was a 3 month on-line Web CT course and covered the context of program planning and evaluation (includes ethics, politics, roles, stakeholder involvement), community assessment for program planning, program planning processes, developing program theory and evaluation focus, evaluating program implementation and process, evaluating program outcomes, communicating and using lessons learned from evaluation. We completed an evaluability assessment of a program, and then developed a program evaluation for the same program.	Part of a Master's of Nursing research course.
It's so long ago that I can't remember the details !	Various sessions as part of ongoing professional development, conferences, as well as topics within graduate study work I have done.
Leadership Saskatoon - 9 month program on Leadership and Development University Courses related to Kinesiology Degree	Evaluation committees, meetings, etc.
learned on the job, and from observing what others were doing.	One day workshops in Winnipeg and Brandon General evaluation process
Learning in all sorts of ways and also teaching what I have learned in specific situations and requirements	I think through OSD, can not remember specifics. Some from my masters programming.
Marketing, Public Relations, Sales, Proposal Writing, Personal Selling	3 credit course on applied research that included topics such as needs assessments, evaluation, policy research, impact assessments, community development, social marketing, etc. with practicum in the community where to apply some of the theories/conceptual frameworks. - several 2-day workshops put by funding agencies (mostly federal gov. and United Way) on logic models and outcome based planning/ result based management. - conferences (e.g., CES conference)
Masters level courses	see previous page
Masters program through U of A; took qualitative evaluation; quantitative evaluation; did a practicum on evaluation; program planning and evaluation	See previous question. I'm sure newer models are out there which might be of value to learn
Mother Goose, Family Fundamentals, Wiggle, Giggle & Munch, Alphabet Soup,	Mostly trained myself using logic models, research on evaluation, familiarization with different evaluation types and attending Canadian Evaluation Society conferences. Plus ongoing experience through daily work.
much was program specific but some was general 2-3 days training on program development and implementation. Limited information of evaluation	Program Planning & Evaluation from Volunteer MB through Red River College Volunteer Management Certificate Course
my degree is rec management & community development - lots of curriculum was program planning based.	Need more in-depth training. U of W Management Certificate.
need for evaluation, process and outcome etc	same -not as applicable -looking still for methods of developing the practice.
Nutrition Education course at the University of Manitoba. Three credit hours. Brief coverage of program planning, stages of change, facilitation of group discussions, characteristics of adult learners. When it came to planning education sessions, we reviewed needs assessment, identifying participants, planning objectives, selection and implication of learning activities, and evaluation.	RDI at BU gave a workshop
On the job training with the support of the Executive Director, some course work at university	I worked as an evaluator for the BC Ministry for Children & families for 4+ years: my role was to evaluate all contracted services (residential, vocational and recreation/leisure) assigned regions of the province. Areas covered included: supportive programming, adherence to health & safety standards, staffing levels, staff qualifications, as well as quality of life indicators

APPENDIX 1: Summary of open-ended responses

Table 1: Please provide a description of past training

Please provide a description of past program planning training	Please provide a description of past evaluation training
One day workshops with Health Promotion and Through Rotary Club workshops as well as other volunteer organizations that I belong to	- many programs are evaluated at the time of the program to ensure participant satisfaction
OSD courses (1/2 day - 2 full days) U of Mb Community Development coursework (Continuing Ed-evening courses)	University of Waterloo Correspondence Program, 3 cr. course
Over 7 years experience of on-the-job through various Healthy Child Manitoba programs. I have designed curriculums for programs out of need.	Brandon - Rural Development Institute (1 day on how to develop an evaluation plan) Winnipeg - Private Company (2 days on evaluation planning & implementation)
Population Health Promotion Summer School (Manitoba), Health Promotion Summer School (Ontario), HP101 online course from Ontario Various aspects of program planning from high level (values and approaches) to detailed (specific processes such as PATH).	Canadian Evaluation Society's Program Outcomes Evaluation Essential Skills Series (4 days May 2008)
Program Planning & Evaluation 4 days over 6 weeks	From Chaos to Clarity (Partner in Planning symposium Jan 2009). One University course (measurement & evaluation)
Project Management Certificate - Assiniboine Community College Recreation Conferences In-house workshops	PIE evaluation - what was perfect; what needs to be improved; what needs to be eliminated
RDI at Brandon University gave a workshop	Population Health Promotion summer school, Ontario Health Promotion Summer School, Alliance Institute workshops, CHA workshops Variety of aspects from values and approaches to detailed models such as IDM Best Practice, but mainly integrated into discussion of planning.
Recreation Degree Manitoba Tourism Council Various conferences	Brief PD workshops on program evaluation and on performance management
Rubrics use, discussions about what items to observe, techniques for observation	research methods and data analysis for undergrad degree.
Saskatoon Summer Institute, Alliance for the Prevention of Chronic Disease, Brandon University Summer Institute, etc.	on going professional development opportunities in the workplace
Several courses in the management studies program at U of M; 1.5 hours workshops offered through Manitoba Child Care Association	
Tests and Measurements, Project Logic Model, Work Planning, Provincial and National Evaluation Committees, Evaluation Framework	
Undergraduate nursing degree courses; In house strategic planning led by external facilitators; regional and provincial workshops	
University of Manitoba Faculty of Physical Education and Recreation Studies	
University training focused on int. dev and was not as useful for me-we need specific practice and techniques for orgs with little time and money!	
Used to develop programs for the Community Colleges, have Masters and PHD and took some of this in education courses along the way	
Usually day long sessions on evaluation of health promotion activities i.e. application of Logic Model	
Volunteer Manitoba's Program Planning & Evaluation for the Red River College Volunteer Management Certificate	
wide variety at practitioner to administrative levels	
Winnipeg - Need To Know Team (Several sessions, including: program planning, using evidence, interpreting data) Brandon - Dexter Harvey (2 days on community program planning, how to use evidence and monitor progress)	
WRHA - Program Evaluation Course (8 weeks) MA - Sociology	

APPENDIX 1: Summary of open-ended responses

Table 2: Are you interested in more training in Program Planning or Evaluation?	
Program Planning	Evaluation
We all have lots to learn and this is ongoing.	Depending on cost, length and specificity
Depending on cost, length, specificity to child care not a generic course, but specific topic workshops	again, not general, but specific topics unsure
In the evaluation process of the programs	by distance or teleconference on very practical tools and approaches vs. theory
Very much, I / we need as much help as can be offered.	Unknown
it would be a great asset to my non-for-profit group	I would be interested.
unsure	Again, not sure, would depend on specifics.
how to design simple evaluation tools and how to conduct	General awareness of evaluation methods/needs for staff
Unknown	don't know
ongoing skill development is important in an ever changing field	our program staff would benefit
Possibly interested in more program planning evaluation training	
maybe others	
never hurts	
I would be interested.	
Not sure, need more specifics to respond, but likely.	
We have identified the development of budgets and tracking of financial aspects of projects as one of the areas that required some further development among some of the staff in our agency.	
Especially on how to incorporate evaluation into program planning so that evaluation plans get put into action. Also how to deal with resistance to evaluation among program planners.	
Very much needed.	
!!!!	
don't know	
Definitely - this really pertains to what I do everyday	
unsure at this time	
some of our staff would benefit	

APPENDIX 1: Summary of open-ended responses

Table 3: Which areas or topics would you like to have more training in?	
Program Planning	Evaluation
Specifically using ECERs and other tools specific to the child care field	Measuring Outcomes
Ensuring that we have a good evaluation process	establishing and demonstrating real outcomes
Creating evaluation tools	developing evaluation frameworks
but all of the above would be useful	dissemination/knowledge translation
actual tools for evaluation and what is important to evaluate with risk factor reduction efforts, a toolkit with Health in Common of such tools already developed would be great with phone support on how to use them or someone available to get coaching from or develop for us so we don't reinvent the wheel all the time. Rather than workshops or courses, it would be great to have coaching by phone access to this very specialized expertise	but all of the above would be very helpful
To be honest, I don't even know what some of these options mean.	Building support in an organization for evaluation and an atmosphere of learning and support for asking difficult but necessary questions.
There is some resistance in the organization to the concept of "evidence" and to gathering evidence as part of planning and before going ahead with practice.	how to build evaluation into programming (i.e. we don't have a budget to hire an evaluator)
data base development for inputting results	networking with other groups would be very useful so that we can bounce ideas and progress off each other past the training.
time to practice or mentoring on actual projects so that our time is used well-having group time to float our projects and get feedback	outcome measures that can be assessed at the local level

Table 4: How likely would you be to enroll in the “Applied Program Design and Evaluation for Non-Profits” Course?	
dependent on cost and location	I am retiring
If the training was available by distance, such as web-based	6 mornings is too long, 2 would be ideal
would depend on content to be covered	Rural residency will limit participation
Far too much time commitment required	depending on the cost we would be very interested
would depend on the actual dates and advanced notice	Depends where it is being held and how much ??? Maybe I could host it in Virden MANTOBA
depends on cost/timing/topics	Would depend on cost and timing
Depends on free time of volunteers	provided employer paid fees
I would have to check what materials are covered so that I know it is worth my time and not just reviewing what I already know.	not fiscally prudent as we would need to travel. one full day for 3 weeks would be more do-able or a three day workshop
Where would it be?	While the training sounds interesting, 18 hours over 6 weeks is a huge time commitment for a manager or executive director.
northern/ time away from school	Will depend on which city it is being held in.
too much of a time commitment and too formal for practical needs in the moment!	Difficult to attend half day courses - full days are better
travel to wpg would make it impossible to justify due to cost and time loss Such a layout of time is thinking only of urban areas. This province goes beyond the perimeter	travel from outside of Wpg makes half day workshops NOT doable.
Travel would be an issue depending on location	we are a gov't dept so would need to know if it is appropriate
Only if this course was offered in my city - if offered in Winnipeg, it would not be worthwhile for me to travel 3 hours in and 3 hours back for only a morning session	I live in Brandon so it would be difficult to come in for half day sessions over that period of time
depends of the day	Organization is in northern Manitoba and travel makes it prohibitive to attend half day sessions.
The travel cost from Churchill to Winnipeg would be too much for our organization.	I'd be curious to know who should attend if the organization already has an evaluation person - would it still be useful for them to attend with that evaluator? I think it still might have value in terms of creating an openness and understanding of evaluation.
Time may not allow, would depend on when, etc.	

Appendix 2: Questionnaire**1. Introduction****1. What area do you primarily work in?**

- Education

 Primary Health Care
 Environment

 Public Health
 Health Promotion

 Recreation
 Justice

 Research

Other (please specify)

2. To what extent does your job require you to do regular program planning?

- Very much

 Somewhat

 Not at all

 Not applicable

Other (please specify)

3. To what extent does your job require you to be involved in evaluation?

- Very much

 Somewhat

 Not at all

 Not applicable

Other (please specify)

4. Who do you primarily consult with when you require evaluation related support or information?

- Internal evaluation specialist in my organization

 Funder
 External private consultant or evaluator

 Web resources
 Other (please specify)

2. Program Planning**5. Have you ever participated in any program planning training or workshops?**

- Yes

 No

6. Where have you received program planning training in the past?

- On the job training

 University course
 Conference

 Community college course
 Professional development workshop

Other (please specify)

7. Please provide a brief description of the training (location, length, topics covered, etc.).

3. Evaluation Training

8. Have you ever participated in any evaluation training or workshops?

Yes

No

9. Where have you received evaluation training in the past?

On the job training

University course

Conference

Community college course

Professional development workshop

Other (please specify)

10. Please provide a brief description of the training (location, length, topics covered, etc.).

4. Evaluation Capacity

11. Rate your confidence with doing each of the following:

	Extremely confident	Very confident	Confident	Somewhat confident	Not at all confident	N/A
Preparing an evaluation plan or framework	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Designing surveys	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Administering surveys	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Planning focus groups	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Conducting focus groups	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Planning one-on-one interviews	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Conducting one-on-one interviews	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Analysing quantitative data	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Analysing qualitative data	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Writing evaluation reports	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sharing or disseminating the results	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

5. Training Needs

12. Would you, or someone else in your organization, be interested in more support and/or training in program planning?

Yes

No

Comment

13. Which aspects do you feel you need the most additional support with? (Check three options only)

Conducting a needs assessment

Developing budgets

Finding and using evidence for planning

Developing a communication or marketing plan

Developing program framework or logic models

Writing funding proposals

Setting goals and objectives

Other (please specify)

6. Training Needs

14. Would you, or someone else in your organization, be interested in more support and/or training in evaluation?

Yes

No

Comment

15. Which aspects do you feel you need the most additional support with? (Check three options only)

Quantitative data collection methods (surveys)

Putting findings into practice

Qualitative data collection methods (e.g. focus groups, interviews)

Ethics and evaluation

Quantitative data analysis

Contracting and working with evaluators

Qualitative data analysis

Other (please specify)

7. Training Preferences

16. How would you prefer to get additional support and/or training about program planning and evaluation (please rank your preferences with 1 for your first choice, 2 for your second and so on).

	1st choice	2nd choice	3rd choice	4th choice	5th choice	6th choice
series of 1/2 day workshops	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
series of day-long workshops	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
week-long intensive training	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
one-on-one consultation with a local expert	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
on-line resources	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
books/manuals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

17. Volunteer Manitoba is planning to offer an 18 hour course of six mornings over six weeks titled "Applied Program Design and Evaluation for Non-Profits." How likely would you, or another person in your organization be to enroll in such a class?

- | | |
|---------------------------------------|--------------------------------------|
| <input type="radio"/> Definitely | <input type="radio"/> Not likely |
| <input type="radio"/> Probably | <input type="radio"/> Definitely not |
| <input type="radio"/> Somewhat likely | <input type="radio"/> Not applicable |

Comments