

Child Welfare Waiver Demonstrations Suggested Interim Evaluation Report Outline

Title IV-E child welfare waiver demonstration Terms and Conditions stipulate that an interim evaluation report must be submitted no later than 60 days after the conclusion of the 10th quarter following the demonstration's implementation date. The interim report will include a process analysis of the evaluation to date and any outcome data available at that time; a brief description of the planned cost component of the evaluation along with any available findings to date; and note any issues or problems anticipated in completing these components. This document provides a suggested outline for the interim evaluation report; the report should include all of the components outlined below, although the specific order and format can be altered to fit the needs of each jurisdiction's evaluation.

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Executive Summary

Provide a brief overview of the evaluation and a brief summary of major evaluation findings to date. Summarize any major changes to the design of the demonstration or to the evaluation since the approval of the jurisdiction's Initial Design and Implementation Report and/or evaluation plan (NOTE: Any significant changes to the design of the proposed demonstration or evaluation must be approved by the Children's Bureau before they are implemented).

Introduction and Overview

Provide an introductory overview of the demonstration that includes the following components:

- Background and Context – provide a brief description of the social, historical, and other antecedents and circumstances that led to the implementation of the demonstration.
- The Purpose of the Waiver Demonstration – provide a brief description of the purpose of the demonstration, including its overarching goals and key research questions.
- The Evaluation Framework
 - Overview of the Evaluation – provide a description of the overarching research methodology for the evaluation (e.g., RCT, comparison group, time series).
 - Theory of Change/Logic Model – provide a description of the Theory of Change and Logic Model for the demonstration and also include any changes to the originally proposed Theory of Change/Logic Model. Also provide a brief description of the

programmatic components/services received by families/children participating in the demonstration.

- Data Sources and Data Collection Methods – provide a brief description of the data collection plan and data sources for the evaluation (specific data sources and data collection activities will be described in subsequent sections).
- Sampling Plan – provide a description of the target and comparison samples and how they were derived from the child welfare population (a detailed description of the sample(s) will be included in subsequent sections).
- Data Analysis Plan – provide a description of the overarching data analysis plan (specific analyses conducted will be described in subsequent sections).
- Limitations – provide a brief description of the methodological, logistical, and resource limitations of the evaluation plan.
- Evaluation Timeframe and Implementation Status – provide a brief description of the timeframe for completion of the evaluation and how it meshes with the implementation timeframes and milestones of the demonstration. Include an update on the implementation status of the evaluation and any challenges or changes to the originally proposed evaluation design.

The Process Study

Provide a description of the process study that includes the following components:

- Key Questions – enumerate the key research questions for the process study.
- Data Sources and Data Collection – provide a description of the data sources and data collection activities undertaken for the process study.
- Data Analysis – provide a description of the specific data analyses conducted for the process study.
- Results – Describe the results of the analyses conducted for the process study to date, including alternative interpretations of the data and limitations of the findings.

The Outcome Study

Provide a description of the outcome study that includes the following components:

- Key Questions – enumerate the key research questions for the outcome study.
- Comparison/Cohorts – provide a description of the units/intervals used for comparative purposes and how they were derived (e.g., random assignment, propensity score matching, etc.).

- Sample – describe the characteristics of the sample that was drawn for the outcome analyses (e.g., age, gender, ethnicity, etc.).
- Data Sources and Data Collection – provide a description of the data sources and data collection activities undertaken for the outcome study.
- Data Analysis – provide a description of the specific data analyses conducted for the outcome study.
- Results – describe the results of the analyses conducted for the outcome study to date, including alternative interpretations of the data and limitations of the findings.

The Fiscal/Cost Study

Provide a description of the fiscal/cost study including the following components:

- Key Questions – enumerate the key research questions for the fiscal/cost study.
- Data Sources and Data Collection – provide a description of the data sources and data collection activities for the fiscal/cost study.
- Data Analysis – provide a description of the specific data analyses conducted for the fiscal/cost study.
- Results – describe any results of the fiscal/cost study to date, including alternative interpretations of the data and limitations of the findings.

Summary, Lessons Learned, and Next Steps

- Summary – provide a brief summary of the evaluation report, including key research questions, the overarching research methodology, and major findings to date.
- Programmatic/Implementation Lessons Learned and Recommendations – describe key lessons learned and recommendations for possible changes to the implementation and/or design of the demonstration based on the evaluation findings to date.
- Evaluation Lessons Learned and Recommendations – describe key lessons learned and recommendations for possible changes to the implementation and/or design of the evaluation of the demonstration based on the evaluation findings to date.
- Next Steps – provide a brief description of the next steps for the process, outcome, and cost components of the evaluation and note any issues or problems anticipated in completion of these components.