

**PADP 4660
Program Evaluation
Fall 2019**

**Department of Public Administration and Policy
School of Public and International Affairs
University of Georgia**

Course Information

Instructor: Samantha J. Harris, MPA, ABD
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Office Hours: Tuesdays 11:00am-12:00pm and by appointment

Professor: Amanda J. Abraham, Ph.D.
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Office Location: 280F Baldwin Hall, 355 South Jackson Street
Office Hours: Thursdays 2:00-3:00pm and by appointment

Course Meeting Time and Location

Location: Baldwin Hall, Room 102
Time: T/Th 12:30pm-1:45pm

Textbooks and Other Required Course Material

Required Textbooks (all required reading materials will be available on eLC):

Wholey, J.S., Hatry, H.P., & Newcomer, K.E., 2010. *Handbook of Practical Program Evaluation, Third Edition*. Hoboken, NJ: Jossey-Bass.

Gertler, P.J., Martinez, S., Premand, P., Rawlings, L.B. and Vermeersch, C.M., 2016. *Impact Evaluation in Practice, Second Edition*. Washington, DC: The World Bank.

Additional required readings will be posted on eLC. **You are responsible for checking eLC prior to each class period for assigned readings and coming to class prepared to participate in discussion.**

Course Description and Objectives

The purpose of this course is to give you a broad understanding of program evaluation concepts and methods. Although other types of program evaluation will be discussed, this course will focus primarily on impact evaluation. The core objectives of this course are

- 1) Understanding the basic concepts and methods of evaluation research
- 2) Understanding and developing logic models
- 3) Specifying evaluation question(s) to be answered by a program evaluation
- 4) Identifying and understanding how to measure program outcomes
- 5) Understanding types of design, data collection methods, and data analysis techniques commonly used in program evaluation
- 6) Developing an appropriate evaluation plan to assess the impact of a program

ASSIGNMENTS

Assignment 1: Program Statement (I): You will provide a short description of the selected program and describe the social problem addressed by the program, the intended beneficiaries/targets of the program, and the intended benefits of the program. You will identify and describe the program's key stakeholders. Additional details of this assignment will be provided separately on eLC. **(5 points)**

Assignment 2: Logic Model (I): You will develop the logic model underlying the program. Additional details of this assignment will be provided separately on eLC. **(5 points)**

Assignment 3: Evaluation Question(s) and Literature Review (I/G): You will specify the evaluation question(s) that will be addressed and summarize the existing literature on the proposed evaluation topic. Additional details of this assignment will be provided separately on eLC. **(10 points)**

Assignment 4: Evaluation Design (I/G): You will describe the proposed evaluation design and discuss the strengths and weaknesses of the proposed evaluation design. Additional details of this assignment will be provided separately on eLC. **(10 points)**

Assignment 5: Class discussion (G): Each group will be responsible for leading class discussion (approximately 20 minutes) on a data collection method commonly used in program evaluation. Groups will prepare a PowerPoint presentation to help guide the class discussion. Additional details of this assignment will be provided separately on eLC. **(10 points)**

Assignment 6: Data Collection and Instruments: (I/G): You will specify the type of data collection method(s) that will be used in the evaluation and discuss the strengths and weaknesses of the proposed data collection method(s). You will also develop a draft of all instruments that will be used in the proposed evaluation. Additional details of this assignment will be provided separately on eLC. **(5 points)**

Assignment 7: Measurement and Data Analysis (I/G): You will develop study hypotheses, specify the measurement of all variables that will be used to evaluate the program, and specify the data analysis technique(s) that will be used to evaluate the program. You will also discuss the strengths and weaknesses of the proposed measurement of study variables and data analysis techniques. Additional details of this assignment will be provided separately on eLC. **(5 points)**

Assignment 8: Evaluation Proposal Presentation (G): Each group will give a presentation of their final evaluation plan (approximately 10-12 minutes). Groups will prepare a PowerPoint presentation to help guide the presentation. Additional details of this assignment will be provided separately on eLC. **(10 points)**

Assignment 9: Evaluation Proposal (G): Each group will prepare a final evaluation plan based on feedback provided by the instructor and peers throughout the semester. Additional details of this assignment will be provided separately on eLC. **(25 points)**

Assignment 10: Group evaluation (I): Each student will evaluate the performance of the members of their group. Additional details of this assignment will be provided separately on eLC. **(5 points)**

Class Participation/Class Activities & Quizzes (I): Students will earn points by actively participating in class and completing class activities and quizzes throughout the semester **(10 points)**.

**I= Individual Assignment; G= Group Assignment*

Note: For each assignment completed in a group, students will describe the contribution of each group member to the assignment and report the percentage of effort each group member contributed to the assignment. Percentage should total 100.

ASSIGNMENT SUBMISSIONS

All assignments must be submitted via Assignment Dropbox on eLC unless otherwise noted.

KEY DUE DATES

Assignment 1: Program Statement	8/29
Assignment 2: Logic Model	9/5
Assignment 3: Evaluation Question(s) and Literature Review	9/19
Assignment 4: Evaluation Design	10/3
Assignment 5: Class Discussion	10/8, 10/10, 10/15
Assignment 6: Data Collection and Instruments	10/31
Assignment 7: Measurement and Data Analysis	11/14
Assignment 8: Evaluation Proposal Presentations	11/21, 11/26, 12/3
Assignment 9: Evaluation Proposal	12/9
Assignment 10: Group Evaluation	12/9

GRADING

Grades will be calculated based on the following:

	Points
Class Participation & Class Activities/Quizzes	10
Assignment 1: Program Statement	5
Assignment 2: Logic Model	5
Assignment 3: Evaluation Question(s) and Literature Review	10
Assignment 4: Evaluation Design	10
Assignment 5: Class Discussion	10
Assignment 6: Data Collection and Instruments	5
Assignment 7: Measurement and Data Analysis	5
Assignment 8: Evaluation Proposal Presentations	10
Assignment 9: Evaluation Proposal	25
Assignment 10: Group Evaluation	5
Total Points	100

Class Participation and Class Etiquette

CLASS PARTICIPATION

In order to earn class participation points, you must attend each scheduled class meeting, be on time, and be prepared for each class session.

If you miss more than 2 (two) class sessions (one week of class), your final grade will be dropped by 1 (one) letter grade for each additional unexcused absence.

Note that you must inform the instructor **in advance** if you will be unable to attend class. **This includes sending an email if you are unable to attend class due to a medical illness.**

Only medical emergencies (your own medical emergency), a death in the immediate family, personal medical illness accompanied by a doctor's note, official religious holidays, and academic related absences (e.g., academic conference attendance) will be considered excused. If you miss class for any other reason

(e.g., work, veterinary appointments, etc.) you will be considered absent from class and the attendance penalty will be applied to your final grade.

CLASS ETTIQUETTE

All electronic devices and other extraneous materials must be put away before class. To ensure that all students feel comfortable, it is expected that all students will follow the following etiquette rules:

- be in your seat and ready to begin class promptly at the official start time
- refrain from talking to your neighbors while someone else is talking
- turn off or silence all electronic devices
- do not bring children or guests to class without prior authorization

****Unless specifically required for a class activity or by prior approval of the course instructor, students should not use computers, cell phones or other electronic devices during class.**

Students who violate these policies will be asked to leave class immediately. Repeat offenders may be dropped from the class.

Make-Up Policy

Assignments that are late without advance arrangement will not be accepted, and the student will receive 0 (zero) points for the assignment. If personal circumstances will prevent completion of an assignment as scheduled, arrangements for an alternative delivery date must be made **in advance** of the assignment due date with the instructor.

University Honor Code and Academic Honesty Policy

All academic work must meet the standards contained in “A Culture of Honesty.” All students are responsible to inform themselves about those standards before performing any academic work. All students are expected to abide by the University Honor Code as found in *A Culture of Honest*, which includes the following statement:

The University of Georgia seeks to promote and ensure academic honesty and personal integrity among students and other members of the University community. A policy on academic honesty (and procedural guidelines for adjudication of alleged violations of academic honesty) has been developed to serve these goals. Academic honesty means performing all academic work without plagiarizing, cheating, lying, tampering, stealing, receiving assistance from any other person or using any source of information that is not common knowledge (unless that assistance or use is authorized by the person responsible for supervising that academic work or fairly attributed to the source of assistance or information).

Further details can be found at the following UGA site:
(<http://www.uga.edu/honesty/ahpd/procedures.html>).

Lack of knowledge of the academic honesty policy is not a reasonable explanation for a violation. Questions related to course assignments and the academic policy should be directed to the instructor. Any violation will be reported to the Office of Academic Affairs.

Students with Disabilities

Students with disabilities who require accommodations to participate in course activities or meet course requirements should contact the course instructor during regular office hours or by appointment. To request academic accommodations due to a disability, you can also contact the Disability Resource Center, 114 Clark Howell Hall, 706-542-8719 voice, 706-542-7719 fax, or 706-542-8778. If you have a letter from Disability Services indicating you have a documented disability that requires academic accommodations, please present the letter to me as early as possible so we can discuss the accommodations you might need for class. If we do not meet in person to review the form (which can be found at <http://drc.uga.edu>) two weeks prior to the exam you will not be assigned any accommodation for the exam.

Course Outline

The course syllabus is a general plan for the course; deviations announced to the class by the instructor may be necessary.

Date	Topic	Readings
WEEK 1 8/15	Introduction to Course	
WEEK 2 8/20 & 8/22	Introduction to Program Evaluation	Chapter 1, World Bank Chapters 1 and 2, Wholey, Hatry & Newcomer
WEEK 3 8/27 & 8/29	Frameworks for Program Evaluation & Logic Models *Assignment 1 Due 8/29: Program Statement	Chapter 3, Wholey, Hatry & Newcomer Review PE framework, logic model, and literature review materials on eLC.
WEEK 4 9/3 & 9/5	Evaluation Questions & Literature Reviews *Assignment 2 Due 9/5: Logic Model	Chapter 2, World Bank See Additional Readings on eLC.
WEEK 5 9/10 & 9/12	Experimental Design	Chapter 7, Wholey, Hatry & Newcomer Chapters 3 and 4, World Bank Nye, Hedges & Konstantopoulos, 2000 See Additional Readings on eLC.
WEEK 6 9/17 & 9/19	Quasi-Experimental Design *Assignment 3 Due 9/19: Literature Review & Evaluation Questions	Chapter 6, Wholey, Hatry & Newcomer Chapters 6-8, World Bank See additional readings on eLC.

WEEK 7 9/24 & 9/26	Non-Experimental Design	Chapter 11, World Bank See additional readings on eLC.
WEEK 8 10/1 & 10/3	Data Collection Methods *Assignment 4 Due 10/3: Evaluation Design	Chapters 11-14 & 16-18, Wholey, Hatry, & Newcomer
WEEK 9 10/8 & 10/10	Data Collection Methods *Assignment 5 Due 10/8 & 10/10: Groups lead class discussion	Chapters 11-14 & 16-18, Wholey, Hatry, & Newcomer
WEEK 10 10/15	Data Collection Methods *Assignment 5 Due 10/15: Groups lead class discussion	Chapters 11-14 & 16-18, Wholey, Hatry, & Newcomer
WEEK 11 10/22 & 10/24	Data Analysis	Chapter 20, Wholey, Hatry & Newcomer See Additional Readings on eLC.
WEEK 12 10/29 & 10/31	Data Analysis *Assignment 6 Due 10/31: Data Collection and Instruments	See Readings on eLC.
WEEK 13 11/5	Data Analysis	See Readings on eLC.
WEEK 14 11/12 & 11/14	Data Analysis *Assignment 7 Due 11/14: Measurement and Data Analysis	
WEEK 15 11/19 & 11/21	Writing and Dissemination *Assignment 8 Due 11/21: Evaluation Proposal Presentations	Chapters 23 & 28, Wholey, Hatry & Newcomer
WEEK 16 11/26	*Assignment 8 Due 11/26: Evaluation Proposal Presentations	
WEEK 17 12/3	*Assignment 8 Due 12/3: Evaluation Proposal Presentations	
FINALS 12/9	*Assignment 9 Due 12/9: Evaluation Proposal *Assignment 10 Due 12/9: Group Evaluation	