**FAQ on MSW (SW 512) Evaluation Project**

**What are the expectations of the student’s evaluation project?**

Each student designs a focused, time-limited evaluation project. The evaluation project must be related to social work programs or interventions. The project can be one part of a larger study. Students may collect the data or use existing data. If they choose to use existing data, they must be aware of how the data were collected.

**How might your agency use this opportunity to evaluate a program/process?**

There are a myriad of possibilities for this evaluation project that should be determined in partnership with you (or other lead staff) and your student intern. You may use the evaluation project to:

1. **Articulate your outcome goals.** What are you trying to learn, change or accomplish with a program/initiative?
2. **Identify indicators.** What kinds of information might reveal your progress or challenges within a program/initiative?
3. **Inventory what you already know.** Does your experience suggest certain factors would be worthwhile to investigate to increase program capacity/services?
4. **Secure additional information that may be helpful for future grant funding.** What surveys, interviews, tests or other activities will need to take place to understand a current service or a current social problem?

**How long will the evaluation project last?**

This project starts in the fall semester and ends in May at the close of the spring semester. *In the Fall* students are expected to:

1) Work with you to identify a research/evaluation need  
2) Define the larger social issue or challenge through a literature review process  
3) Define the methods they will use to design the study, collect data, identify the sample population, etc.  
4) Develop and receive approval on any survey tool/interview guide that they may plan to use with clients  
5) Complete the Institutional Review Board (IRB) process at NCSU. Please see below for more information.

*In the Spring* students are expected to:

1) Collect data/implement evaluation project  
2) Analyze data  
3) Report results to you and to the professor (paper evaluation and presentation)

**What about privacy and confidentiality issues?**

Issues of privacy and confidentiality should be discussed based on 1) the focus of the evaluation and 2) the population involved. Many of our students will choose to focus on a process evaluation or evaluation that
involves staff feedback. All students will submit an initial determination form through the NCSU Institutional Review Board (IRB) to ensure all ethical issues are considered and risks to participants are minimal. Most student projects will not require full IRB submission.

Who do I contact if I have questions regarding this project or want to discuss how to develop an evaluation project that meets the needs of my agency?

______________ is the lead contact for SW 512. If you have any questions, please feel free to contact them at:

   Email:

   Phone: