

**4-H Afterschool  
Demonstration Site Evaluation Questions & Reporting  
Distributed March 3, 2005**

**REPORTING**

- ⇒ Information collected by sites on on-going basis
- ⇒ Monthly Reports (End of March, April, May)
- ⇒ End of Project Report (Template Provided)
- ⇒ Wrap Up Meeting & Focus Groups

**PARTICIPATION**

- ✓ Who are the participants in the 4-H Afterschool Demonstration Sites  
Number of participants and their characteristics (breakdown by age, gender, race)  
Socioeconomic conditions (e.g. % youth in target audience on free/reduced price lunch)\
  - End of Project
- ✓ What is the extent of participation? (FREQUENCY & DURATION)  
Frequency of attendance (# times attend x length of session = contact hours; what is average # contact hours?)  
Duration (# weeks program conducted)  
Submit at end to State Project (Minimum, Maximum and Average Contact Hrs.)
  - End of Project
- ✓ What have they done? (breadth)  
Description of activities – list or calendar of dates, lessons, any supplemental/extension activities.
  - Monthly  
Photographs – photo releases
  - End of Project

**YOUTH OUTCOMES**

- ✓ What have youth learned as a result of their participation? (Only for grade 3 & up)  
JIFF survey assessment  
Go Plants skill-a-thon  
Submit to State Team upon completion

## **ORGANIZATIONAL SYSTEMS**

### **(Internal – Project Management – and External – Partnerships)**

- ✓ In what ways have community organizations been involved?  
Number and types of organizations  
Resources committed (human and financial; in-kind)  
Description of the nature of their involvement
  - Submit to State Team upon completion
  
- ✓ What are the variations in the local organizational structure?  
Written narrative description  
Organizational chart
  - Submit to State Team upon completion
  
- ✓ What is the role of the local staff (Extension and community partners)?  
Written narrative description
  - Part of grant application, revise and submit to State Team upon completion
  
- ✓ From both the local level (partnership and programming) and state level (project management perspective):  
What is working well (successes)?  
  
What challenges are present (What is not working well)?  
  
How are challenges addressed or lessons learned?
  - Site Visits
  - Monthly Reports
  - Wrap Up Meeting
  
- ✓ Were the key elements of positive youth development visible in the program?
  - Checklist completed by local staff
  
- ✓ What efforts have been made toward integration and sustainability?
  - Submit to State Team upon completion

