



Canadian Evaluation Society
Société canadienne d'évaluation

Technical practice

Canadian Evaluation Society - Group Mentoring Program to Support the
Credentialed Evaluator (CE) Designation

**Material developed by Susanna Beaudin, CE and Judy Lifshitz, CE and PMP
in collaboration with the Credentialling Board 2025**

2.1 Clarifies the purposes and scope of the evaluation

Descriptors:

- Consults the key stakeholders to identify the motivation and expectations for the evaluation
- Clarifies and documents the goals, objectives and expected uses of the evaluation



Have your *Summary of Evaluation Experience* form handy!

2.1 Clarifies the purpose and scope of the evaluation

In my 10 years of evaluation planning, I first read program documentation then meet with program staff and stakeholders to clarify the evaluation's purpose and scope.

In meeting with program staff and stakeholders in **Project 1**, it was deemed important to support program renewal. Thus, I opted to look at the efficiency of design and delivery options including promising practices from similar programs being implemented in other comparable jurisdictions. The evaluation also considered the past ten years of the program (as opposed to merely five), as well as its various iterations.

In meeting with the program in **Project 2**, we agreed that the evaluation needed to supplement the Policy on Results requirements by also considering the implications of expanding the program to Indigenous recipients. As a result, I ensured that the evaluation examined the relevance of this expansion, as well as promising practices in design and delivery for similar programs.

Words: 150

2.6 Uses appropriate evaluation methods

Descriptors:

- Determines the appropriate methodology for answering each evaluation question, taking into consideration the cultural norms and capacities of potential informants.
- Uses appropriate qualitative, quantitative, and mixed methods.
- Ensures availability of the appropriate expertise to conduct each method.



Have your *Summary of Evaluation Experience* form handy!

2.6 Uses appropriate evaluation methods

Over my 10-year career, I ensure to select those approaches that best address the evaluations' objective and questions.

When looking at promising practices for design and delivery in Project 2, I led a literature review and interviews with program staff working on similar programs in other countries to better understand best practices, challenges and lessons learned.

When documenting the achievement of program results over the last 3 years for Project 3, I used program administrative data to illustrate progress to immediate outcomes while also allowing a temporal analysis of trends.

Wanting to gather perspectives on the ongoing need for Project 1, I conducted interviews with program staff and focus groups with housing providers and partners, conducted a review of program data and external data from Statistics Canada, and led a document review on recent studies and policy papers on housing, which further spoke to the need for the program.

Words: 149