



## Measurement and Evaluation Needs Inventory

This tool is part of Mathematica’s suite of measurement and evaluation (M&E) tools, which provides a road map for generating timely and actionable evidence about what works for whom, and in what context. The tools were designed to promote rapid innovation and scaling of promising solutions (such as programs, practices, or products). The Measurement and Evaluation Needs Inventory is used in Step 1 of the M&E process.



Learn more about the M&E process and other tools here:

<https://www.mathematica.org/features/advancing-educational-equity>

### Who should use the Measurement and Evaluation Needs Inventory?

This tool was created for organizations planning to evaluate the implementation or effects of a solution (program, product, or practice) they implement. Intended users include program leads or research and evaluation staff working within the implementing organization, and their external research partners.

### What is the Measurement and Evaluation Needs Inventory?

This resource is intended to guide an organization’s self-assessment of existing measurement and evaluation (M&E) capacity, with the goal of identifying priority areas for support from an external research partner. M&E activities include many tasks, but for the purpose of this document, they refer to study setup, project monitoring, compliance with research requirements, solution implementation support, instrument development, data collection, data analysis, and data interpretation and reporting. This resource will likely be most useful in the early stage of the research cycle when an organization and its research partner are assessing M&E needs and interests.

### Acknowledgments

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5. Do you currently have processes in place to include community collaborators (from the communities that are the focus of the grant) in the development, implementation, or evaluation of the solution? Please describe.

6. For each of the following M&E activities, place an “X” in the low, medium, or high column to indicate your organization’s preferred level of support from a research partner. If desired, summarize the specific type of support you need.

M&E activity	Desired level of support			Summary of specific support needed (optional)
	Low	Medium	High	
<b>Planning for equitable evaluation.</b> Examples include identifying community collaborators to contribute to learning goals; designing tools or meeting plans to solicit input; and embedding feedback loops in the evaluation plan to ensure communication with community or research collaborators before, during, and after the evaluation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Evaluation setup.</b> Examples include identifying study samples; onboarding districts/schools (such as recruitment or logistics/orientation); and collaboratively working with community members via design workshops, interviews, or community meetings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Project monitoring.</b> Examples include ensuring the project is implemented as intended and setting up systems for managing evaluation-related workflow.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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	Low	Medium	High	
<b>Compliance with research requirements.</b> Examples include preparing institutional review board (IRB) applications or district or individual school applications, establishing data use agreements or memoranda of understanding with districts or schools, and conducting background checks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Solution implementation.</b> Examples include training staff (such as teachers) on how to implement the solution with fidelity and coaching, monitoring, and supporting implementers of solution to address challenges.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Instrument development.</b> Examples include developing or adapting and pilot testing data collection instruments and processes, such as surveys or interview/focus group protocols to track student or teacher outcomes. This may include pretesting measures for linguistic and cultural accessibility.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Data collection.</b> Examples include developing data collection plans and data quality monitoring systems, collecting administrative data from programs and schools, administering surveys, collecting qualitative data through interviews or focus groups, and securely transferring data.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Data analysis.</b> Examples include linking and cleaning data for analysis, using statistical software for analyses, conducting descriptive analyses, estimating pre/post changes and correlations, conducting impact analyses, and preparing and filling table shells.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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M&E activity	Desired level of support			Summary of specific support needed (optional)
	Low	Medium	High	
<b>Data interpretation and reporting.</b> Examples include interpreting findings, including co-interpretation with community collaborators; drawing appropriate inferences based on research design; identifying key conclusions and next steps; and preparing findings reports.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

7. Please provide any additional details on the research support your organization will need to conduct the proposed M&E activities.