

From Search to Selection

Q Finding the Right Evaluator for Your ATE Grant



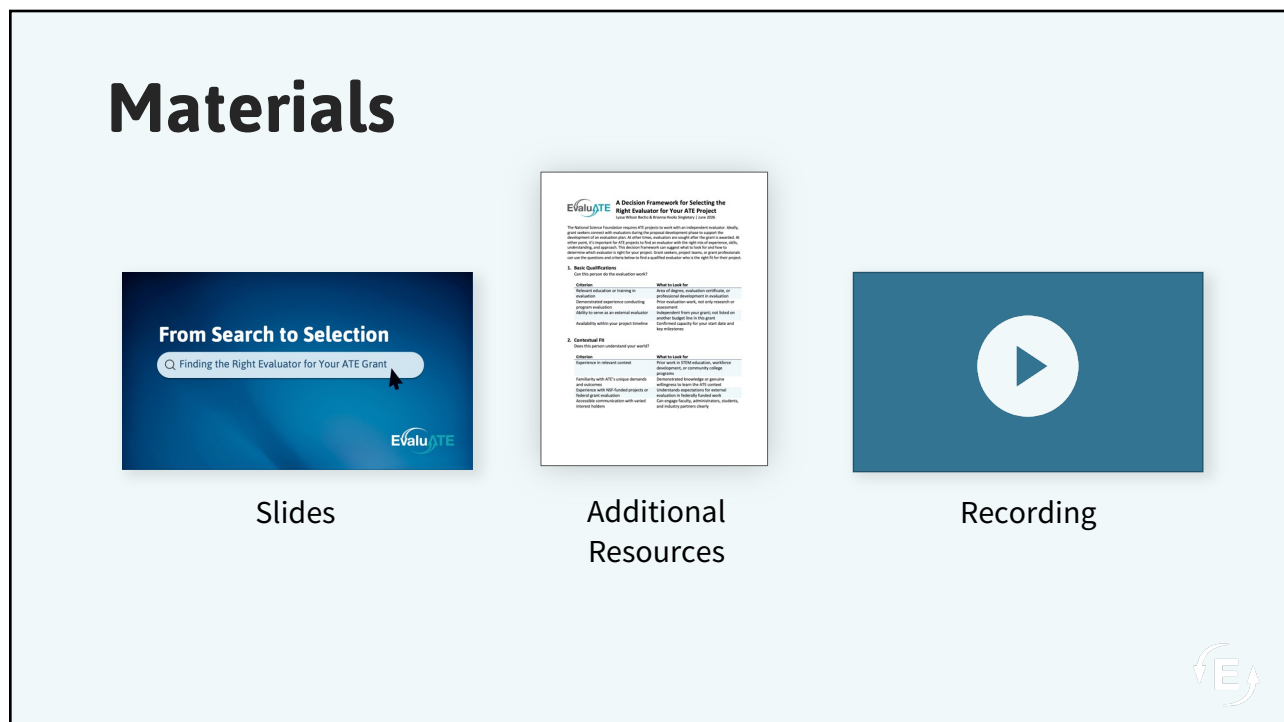
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Introductions



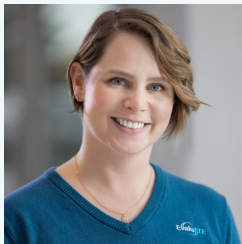
Samantha

Hooker



Brianna

Hooks Singletary



Lyssa

Wilson Becho



5

Behind the Scenes



Maureen

Green



Megan

Lopez



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Thank You



Billie
Copley



George
Chitiyo



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Advanced Technological Education Program

www.nsf.gov/ate



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This material is based upon work supported by the National Science Foundation under Grant No. 2332143. The content reflects the views of the authors and not necessarily those of NSF.



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Hello



Brianna



Lyssa

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All ATE-funded work must be evaluated.

The funds to support an evaluator independent of the project must be requested.

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Agenda

- Decision Framework for Selecting an Evaluator
- Where to Search for an Evaluator
- Action Planning
- Question & Answer Break
- Question & Answer Break

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Q Poll Question

What best characterizes your current relation to evaluation?

- My project is **recently funded** and looking to hire an evaluator
- We're **developing a proposal** and looking to work with an evaluator
- An **evaluator** looking to connect with projects
- An option not listed (please expand in the chat box)

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Q Chat Question

Projects or grant seekers: What is the biggest consideration for your project when looking to hire an evaluator?

Evaluators: What do you wish was the biggest consideration for projects when they're looking to hire an evaluator?

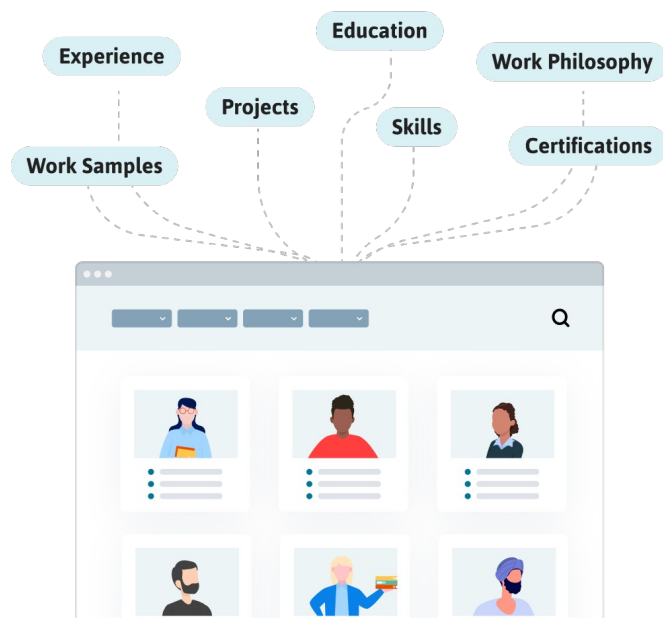
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Selecting an Evaluator

Q How do I know who is qualified?

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The Right “Fit”



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Selecting the Right ATE Evaluator

1

Basic Qualifications

Does this person
meet the
threshold to be
considered?

2

Contextual Fit

Does this person
understand your
world?

3

Approach to Evaluation

Is their
evaluation style
the right fit for
your project?

4

Partnership Potential

Can you work
well with this
person?

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1

Basic Qualifications

Does this person meet the threshold to be considered?



Holds relevant education or training in evaluation

For example, degree, certificate, or professional development workshops



Has demonstrated experience conducting program evaluation

Prior work in evaluating programs, not only research or assessment



Can serve as an external evaluator

Must be independent from the project, not have another budget line



Is available within your project timeline

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2

Contextual Fit

Does this person understand your world?



Has experience evaluating STEM education, workforce development, or community college programs

Understands the unique demands and important outcomes



Demonstrates familiarity or willingness to learn the ATE context

Many ATE evaluators play a coaching role beyond just evaluation



Has evaluated NSF-funded projects or understands federal grant evaluation expectations



Can communicate accessibly with various interest holders

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Approach to Evaluation

Is their evaluation style the right fit for your project?



Approaches evaluation in a way that aligns with your project's goals and values

Ask to see examples of prior work and how they engaged the project



Adapts the evaluation design to your project's context

Rather than applying a one-size-fits all approach



Can translate evaluation findings into usable, actionable information

Ask whether they write recommendations or support the use of evaluation findings

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4

Partnership Potential

Can you work well with this person?

- ☒ Communicates clearly and responsively during the selection process
What you see is typically what you get
- ☒ Asks good questions about your project
Not just about project scope and budget
- ☒ Shows genuine interest in your project's goals
And the people you serve
- ☒ Is transparent about capacity and limitations
And how they manage competing commitments

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Chat Question

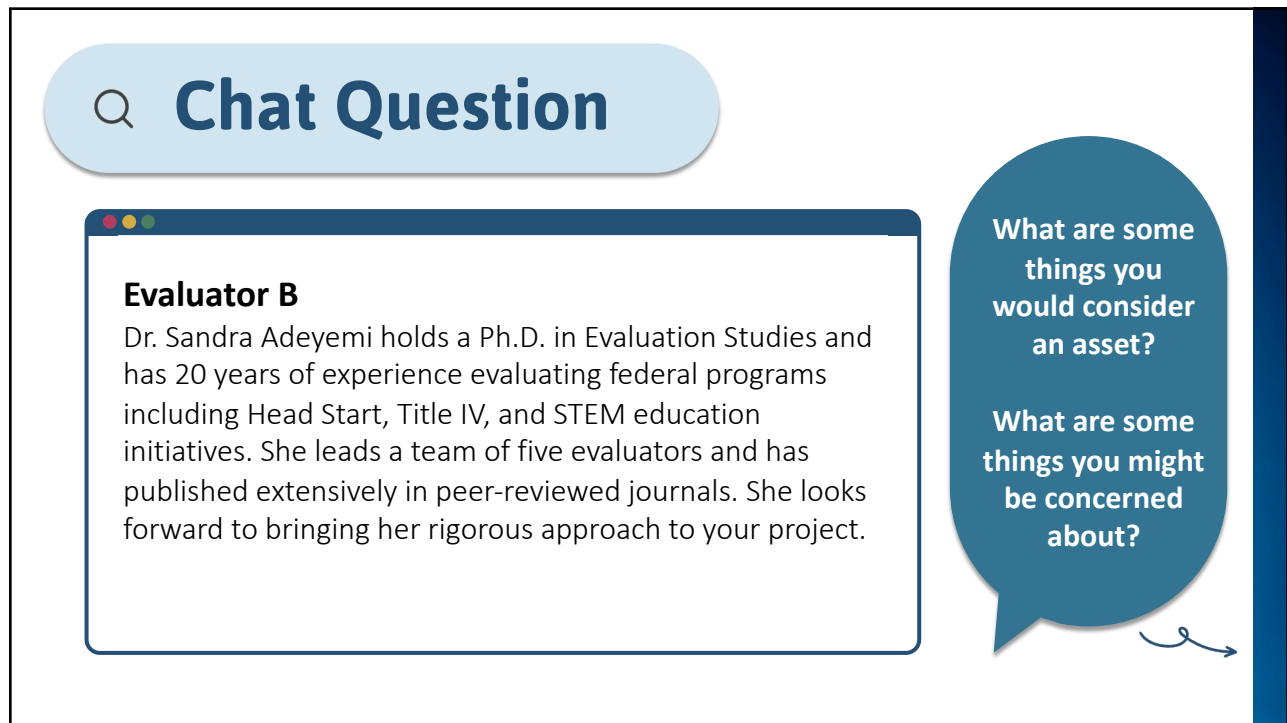
Evaluator A

Dr. Marcus Webb has 15 years of experience in education research and program evaluation. He has worked with K–12 schools, community colleges, and workforce development programs. His evaluations typically include surveys and interviews. He is familiar with NSF reporting requirements and is excited to work with ATE projects.

What are some things you would consider an asset?

What are some things you might be concerned about?

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This slide features a light blue header with a magnifying glass icon and the text "Chat Question". Below this is a white box with a blue border and a window-like title bar containing three colored dots (red, yellow, green). The box is titled "Evaluator B" and contains a paragraph about Dr. Sandra Adeyemi. To the right of the box is a blue speech bubble containing two questions. A small blue arrow points from the bottom of the speech bubble towards the right edge of the slide.

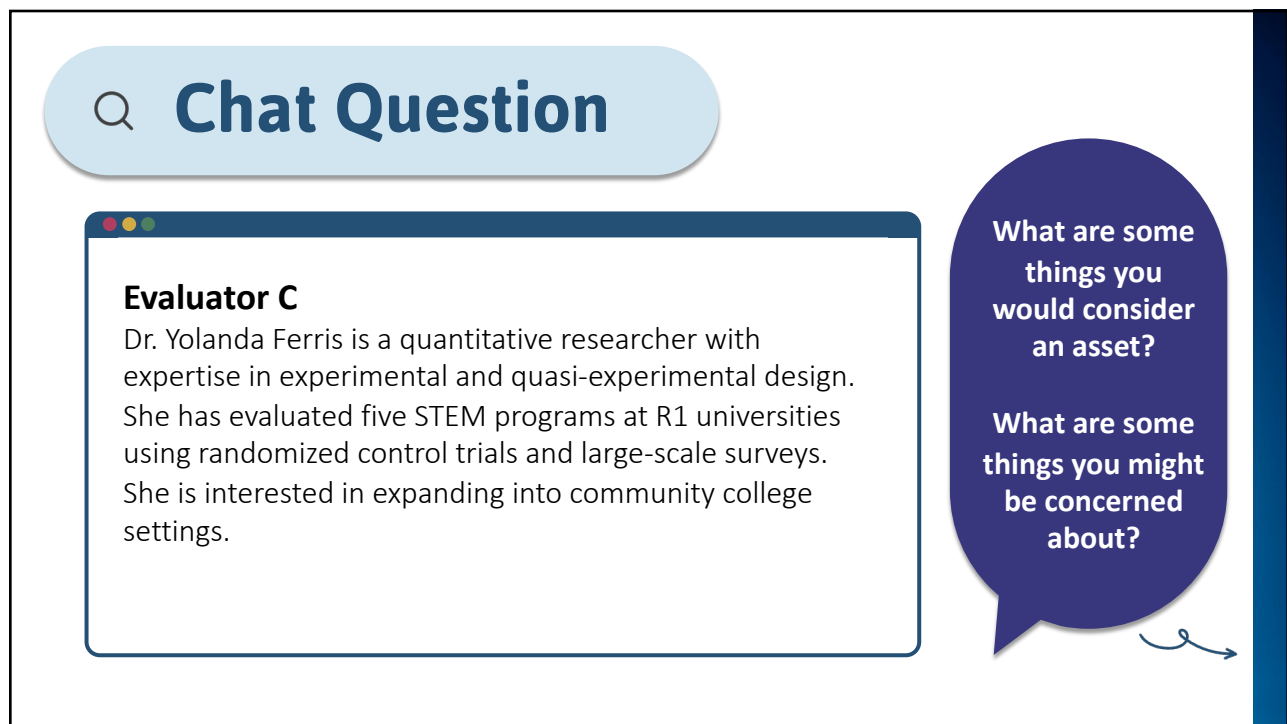
Chat Question

Evaluator B
Dr. Sandra Adeyemi holds a Ph.D. in Evaluation Studies and has 20 years of experience evaluating federal programs including Head Start, Title IV, and STEM education initiatives. She leads a team of five evaluators and has published extensively in peer-reviewed journals. She looks forward to bringing her rigorous approach to your project.

What are some things you would consider an asset?

What are some things you might be concerned about?

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This slide features a light blue header with a magnifying glass icon and the text "Chat Question". Below this is a white box with a blue border and a window-like title bar containing three colored dots (red, yellow, green). The box is titled "Evaluator C" and contains a paragraph about Dr. Yolanda Ferris. To the right of the box is a dark blue speech bubble containing two questions. A small dark blue arrow points from the bottom of the speech bubble towards the right edge of the slide.

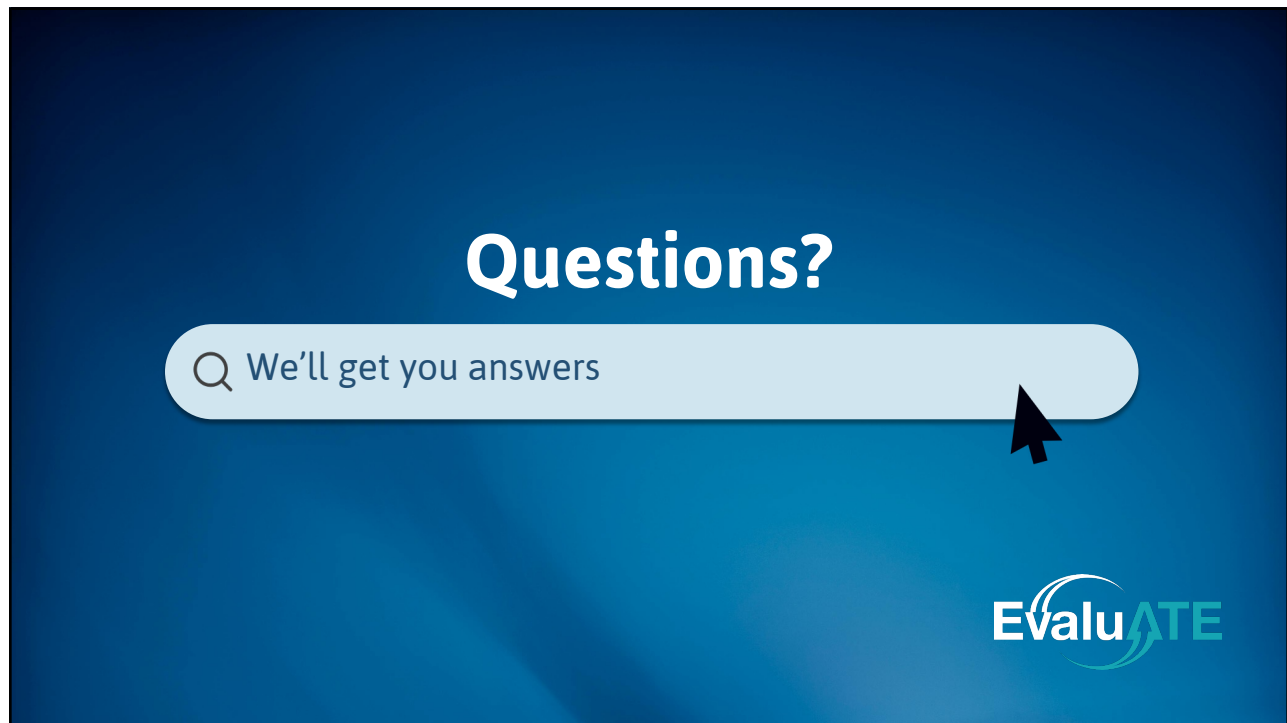
Chat Question

Evaluator C
Dr. Yolanda Ferris is a quantitative researcher with expertise in experimental and quasi-experimental design. She has evaluated five STEM programs at R1 universities using randomized control trials and large-scale surveys. She is interested in expanding into community college settings.

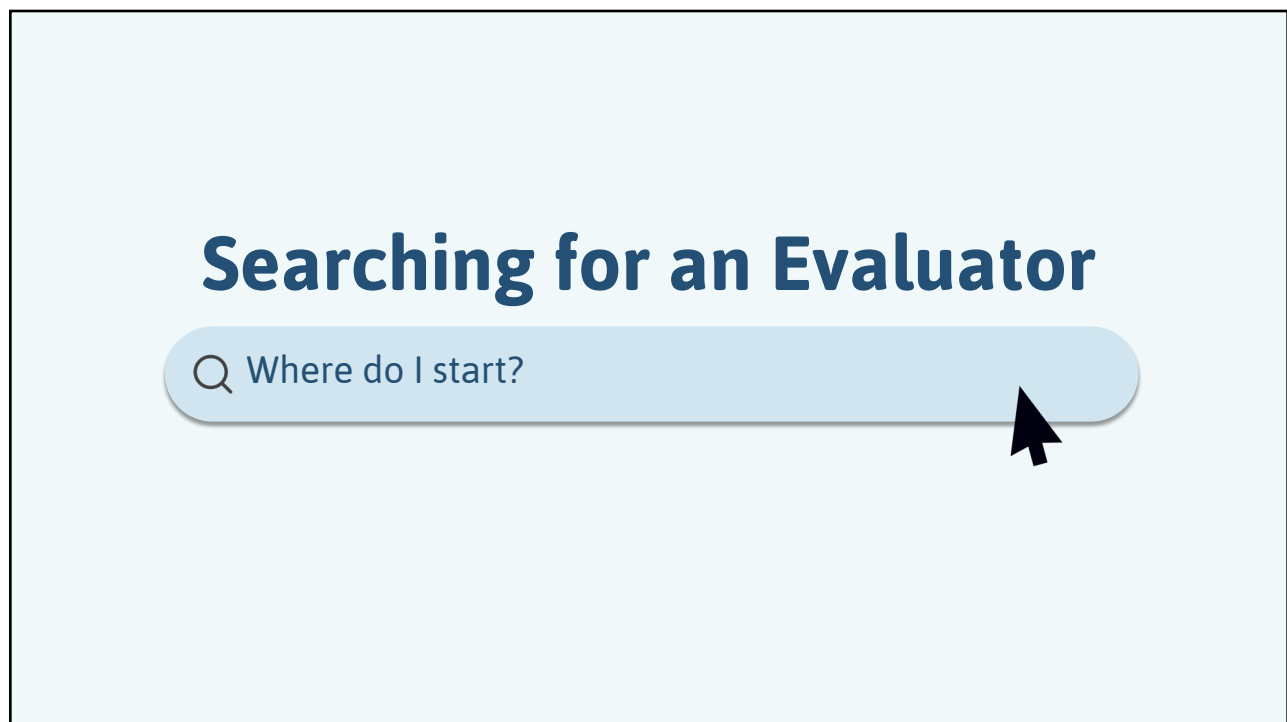
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What are some things you might be concerned about?

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Knowing Your Procurement Policies

?

Official rules that an institution follows when purchasing goods or services, including hiring external contractors.

These policies often set requirements for competitive bidding, spending thresholds, and approval processes.

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Knowing Your Procurement Policies

WHO TO ASK

- Procurements Office
- Purchasing Office
- Contracts and Procurement
- Purchasing and Contracts
- Office of Grants and Contracts
- Sponsored Programs Office
- Business Office
- Grants administrator
- Whoever manages your grant budget

WHAT TO ASK

Does our institution
require competitive
procurement for
professional services,
and **what's our
threshold?**

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Knowing Your Procurement Policies

WHO TO ASK

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- Sponsored Programs Office
- Business Office
- Grants administrator
- Whoever manages your grant budget

WHAT TO ASK

Does our institution require
competitive procurement for
professional services, and
what's our threshold?

Does our institution allow
sole source justifications
and what do I need to
document to request one?

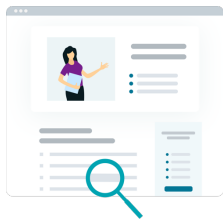
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Knowing Your Procurement Policies

TWO BASIC PATHS

1

Competitive process not required
or able to use sole source justification



2

Need to “go to bid”
or “put out an RFP”



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Q Poll Question

Do you know your institution's procurement policy?



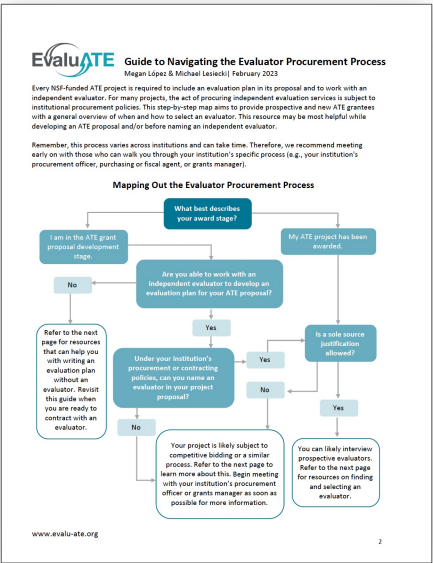
- Not yet
- Yes, a competitive process is not required
- Yes, we're able to use a sole source justification
- Yes, we need to go to bid

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Knowing Your Procurement Policies

Guide to Navigating the Evaluator Procurement Process

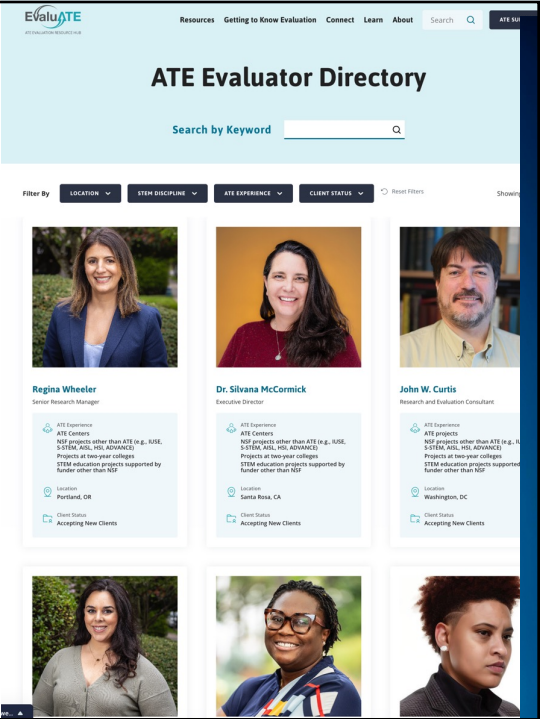
bit.ly/eval-procurement-map



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Finding an Evaluator

ATE Evaluator Directory
evalu-ate.org/evaluator-directory-guide



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Finding an Evaluator

ATE Evaluator Directory
evalu-ate.org/evaluator-directory-guide

The screenshot shows the EvaluATE website with the profile of Patricia Shaffer. The profile includes a photo, contact information (email, phone, website, location), and a bio. The bio states: "Prior to establishing the Shaffer Evaluation Group, Dr. Shaffer served as the Evaluation Manager for NASA's Office of Education and Vice President of the Educational Policy Institute. She has led educational program evaluations ranging from national evaluation studies conducted for federal agencies, including the Library of Congress and the President's Committee for the Arts and the Humanities, to smaller-scale research and evaluation studies for state educational agencies, institutions of higher education, and school districts. She served on STEM evaluation federal interagency working groups in K-12 education, White House administration and the..."

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Finding an Evaluator

ATE Evaluator Directory
evalu-ate.org/evaluator-directory-guide

Education

Evaluator Details

Education
Ph.D., Educational Policy
M.A., Curriculum Studies
B.A.

Stem Discipline
Advanced Manufacturing Technologies
Agricultural and Environmental Technologies
Bio and Chemical Technologies
Engineering Technologies
General or Cross-cutting Advanced Technological Education
Information and Securities Technologies

Location
Williamsburg, Virginia

DOWNLOAD RESUME →

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Finding an Evaluator

ATE Evaluator Directory

evalu-ate.org/evaluator-directory-guide

Education

Experience

Evaluator Details



Education

Ph.D., Educational Policy

M.A., Curriculum Studies

B.A.



Stem Discipline

Advanced Manufacturing Technologies

Agricultural and Environmental
Technologies

Bio and Chemical Technologies

Engineering Technologies

General or Cross-cutting Advanced
Technological Education

Information and Securities Technologies



Location

Williamsburg, Virginia

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Finding an Evaluator

ATE Evaluator Directory

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Education

Experience

Skills

Evaluation Background

I specialize in...

- Qualitative methods
- Mixed methods
- Culturally responsive evaluation
- Developmental evaluation
- Most significant change
- Participatory evaluation approaches
- Utilization-focused evaluation

I have worked with projects in the areas of:

- NSF projects other than ATE (e.g., IUSE, S-STEM, AISL, HSI, ADVANCE)
- Projects at two-year colleges
- STEM education projects supported by funder other than NSF

Training and Certifications

- Graduate coursework in evaluation
- Professional development workshops, webinars, or online courses on evaluation

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Finding an Evaluator

ATE Evaluator Directory
evalu-ate.org/evaluator-directory-guide

Education

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Finding an Evaluator

ATE Evaluator Directory
evalu-ate.org/evaluator-directory-guide

Education

Experience

Skills

Certifications

Work Philosophy

OUTSIDE OF WORK, I ENJOY...

...kayaking, hiking, and exploring mountain towns and historic communities.

A SUCCESSFUL EVALUATION...

...is one that produces credible, actionable evidence aligned to program goals, supports real-time improvement, meets funder requirements, and builds stakeholder capacity to use data for sustained decision-making and impact.

MY WORKING STYLE...

...is structured, analytical, and collaborative, with a focus on clear frameworks, measurable outcomes, and practical deliverables. I prioritize responsiveness, transparency, and alignment with client goals.

Evaluator Details

Education

Ph.D., Educational Policy

M.A., Curriculum Studies

B.A.

STEM Discipline

Advanced Manufacturing Technologies

Agricultural and Environmental Technologies

Bio and Chemical Technologies

Engineering Technologies

General or Cross-cutting Advanced Technological Education

Information and Securities Technologies

Location

Williamsburg, Virginia

DOWNLOAD RESUME →

"I design evaluations that do more than measure outcomes—they clarify strategy, strengthen implementation, and give organizations the evidence they need to act with confidence."

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Slides av
evalu-ate.org/webinar/jun26

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Finding an Evaluator

ATE Evaluator Directory
evalu-ate.org/evaluator-directory-guide

American Evaluation Association (AEA)
my.eval.org/find-an-evaluator

The screenshot shows the AEA website's 'Find an Evaluator' page. The header includes the AEA logo and navigation links: 'Join/Renew', 'Find an Evaluator', 'About', 'Community', 'Education', 'Publications', and 'Policy Advocacy'. The main heading is 'Find an Evaluator', followed by the instruction: 'Use this page to identify AEA members available for evaluation consulting or to serve on a committee.' The form contains the following fields: 'First Name', 'Last Name', 'Evaluator Firm Name', 'Evaluator Areas Of Expertise', 'Evaluator Location', and 'Evaluator State'. The 'Evaluator State' field is a dropdown menu with the following options: Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, and Wyoming.

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Finding an Evaluator

ATE Evaluator Directory
evalu-ate.org/evaluator-directory-guide

American Evaluation Association (AEA)
my.eval.org/find-an-evaluator

AEA Local Affiliate Groups
eval.org/community/local-affiliates

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Affiliate Organization	Name and Address of AEA Contact
Alaska Evaluation Network (AKEN)	January O'Connor Raven's Group LLC Anchorage, AK USA
Arizona Evaluation Network (AZENet)	Jenny McCullough Cosgrove Noesis Consulting, LLC Phoenix, AZ USA
Arkansas Group of Evaluators (AGES)	Linda F Delaney LFD Consulting LLC Cordova, TN USA
Atlanta-Area Evaluation Association (AaEA)	Christopher Voegeli Atlanta, GA USA

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What to Ask an Evaluator

Have you evaluated projects in a
community college setting?
Have you been involved in an NSF-
funded project?

How do you approach evaluations?
How do you typically engage the
project team?
How often do you meet with
project staff?

Do you assist with the development
of evaluation plans for grant
proposals?
What might an evaluation budget
look like for my project?

**Getting to Know an Evaluator:
What Should I Ask?**

bit.ly/getting-to-know-eval

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Bidding for an Evaluator

🔍 What if I need to put out an RFP?



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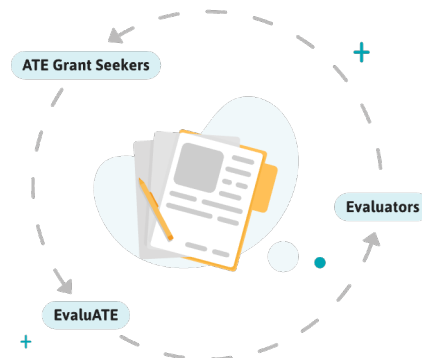
ATE Evaluation RFP Repository

RFP

- “Request for Proposal”
- Solicitation to evaluators for a work proposal

Repository

- Disseminate your RFP through EvaluATE’s network
- Expand your reach



evalu-ate.org/repository-guide

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Writing an ATE Evaluation RFP

BASICS

Submission Guidelines

Timeline, dates, contacts and communication instructions, eligibility criteria, review process, proposal evaluation criteria

Project Information

About your organization, description of your project or proposal, goals and objectives, desired evaluation components or questions, expected deliverables

Financial, Legal, and Technical Information

Budget, contracting process, legal requirements, travel rules

Submission Instructions

Submission format, length, method, organization, and content



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Writing an ATE Evaluation RFP

ATE SPECIFIC

Project Track

Share a link to the NSF ATE solicitation with specific evaluation requirements by track

Whether this is your first ATE or NSF grant

Support evaluators in knowing how best to support you

Available access to student data

If student-level data is necessary for your evaluation,
state whether access to institutional databases is available

EvaluATE resources

Pointing to evalu-ate.org can clarify program expectations
on evaluation plans, reporting, and requirements



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Searching for an Evaluator

Q Summary



Know your institution's procurement policies

bit.ly/eval-procurement-map



Search the ATE Evaluator Directory or AEA directory

evalu-ate.org/ate-evaluator-directory



Share your ATE evaluation RFP on EvaluATE's repository

evalu-ate.org/repository-guide/

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Next Steps

MY ACTION PLAN

- ✓ 3 things I'm looking for in an evaluator are ... _____

- ✓ 2 strategies I might use to find an evaluator are ... _____

- ✓ 1 thing my project will do in the next 30 days is ... _____

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Questions?

🔍 We'll get you answers



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