

Evaluating Your Fatherhood Initiative Tip Sheet

- **Collect Feedback from Male Participants**
 - *Administer surveys at recruitment events.*
 - *Ask volunteers to complete a brief evaluation after each scheduled visit; leave the materials and a drop box in the office where they sign in and out.*
 - *Conduct informal evaluations through conversation; ask participants about their experience and if there is anything that would increase their level of satisfaction.*

- **Collect Feedback from Staff**
 - *Complete the Recap form with the Man Power Team after each event.*
 - *Ask staff to complete a brief evaluation of the volunteer visits; either after each visit or monthly.*
 - *Invite all staff to offer input to be considered during Man Power planning meetings.*

- **Respond Promptly to Questions, Concerns and Requests**
 - *Review and compile data from event reflections within a week after the event, respond to any questions or concerns.*
 - *Assign a person (or establish a rotation schedule for Man Power team members) to review and respond to the daily evaluations at least weekly.*
 - *When staff feel heard and valued, they are more likely to support the program. Review and respond to staff input within a week of collection.*