# Program Evaluation Services

Program Evaluation services can be requested through the CTSI Service Request Form and are outlined below. As a fee-for-service, a CTSI Evaluator is available for planning, developing or implementing the below services. Please refer to the CTSI Hourly Services Prices Grid (available in the Service Request Form).

1. **Evaluation design:** Identification of evaluation questions and milestones, data collection protocols, and instrument development. This structure is created to provide programs with an appraisal of program benefits, opportunities for improvement and recommendations.
2. **Survey development:** Preparing and testing questions that will appear on a survey, based on your needs.
3. **Survey administration:** Determining who will be surveyed and conducting surveys through a variety of data collection methods.
4. **Pre/post analysis:** Often used for an educational program component, pre/post surveys are a way to assess learning and understanding of key concepts from before and after an educational offering.
5. **Interview guide development:** List of topics, questions and probes that an interviewer should cover during the course of a semi-structured qualitative interview or focus group.
6. **Semi-structured interviews:** Scheduling and administration of semi-structured interviews.