

SPONSORED PROGRAMS ADMINISTRATION

1901 S. First St., Suite A, MC-685
Champaign, IL 61820-7406

Proposal Approval Letter

The Board of Trustees of the University of Illinois ("Illinois") endorses this proposal for Dr. Mark Aber entitled "A Proposal to Build Evaluation Capacity for Programs" and submitted to Champaign County Mental Health Board. The period of performance for this project is 07/01/2021 through 06/30/2022, and the total requested amount is \$83,625. The internal proposal transmittal number is 17751.

This proposal has been reviewed and approved by the appropriate official of the University of Illinois and certified to its accuracy and completeness. The appropriate programmatic and administrative personnel at Illinois approve this proposal submission, and our organization will actively participate in the project in accordance with the agreed upon terms.

Human Subjects:	Yes	Assurance #: 00008584
Vertebrate Animals:	No	Assurance #: A3118-01

Illinois is registered in the System for Award Management (SAM), and offers the following information and assurances:

Legal Name:	Board of Trustees of the University of Illinois
DUNS Number:	04-154-4081
EIN:	37-6000511
Place of Performance:	Henry Administration Building 506 S Wright Street Urbana, IL 61801-3620
Congressional District:	IL-013

Additional institutional information, including institutional rates and assurances, are available in the [FDP Expanded Clearinghouse](#).

If awarded or if there are questions of a non-technical nature, please notify:

Robin Beach, Director, Pre-Award
spa@illinois.edu
Sponsored Programs Administration
1901 S First Street, Suite A
Champaign, IL 61820-7406

Illinois reserves the right to negotiate the terms, conditions and provisions included in any agreement prior to acceptance.

Sincerely,

*A Proposal to Build Evaluation Capacity for Programs
Funded by the Champaign County Mental Health Board (CCMHB) and Champaign
County Developmental Disabilities Board (CCDDB)
Year 7, FY 2022*

Abstract

The aim of this effort is to continue to build evaluation capacity for programs funded by the Champaign County Mental Health (CCMHB) and Developmental Disabilities Board (CCDDB). In Year 7, we propose to continue to implement the recommendations and specific plans identified via Year 1 assessment of current evaluation activities and priorities and to build upon previous effort. Specifically, we will provide evaluation support to CCMHB and CCDDB funded agencies, work closely with agencies identified for intensive partnership to develop evaluation activities, and provide training/workshops on the development of logic models as well as on data collection, storage and use. In the coming year we will continue to engage partnerships with previously targeted programs to encourage greater data usage and translation.

Proposal and Deliverables

Statement of Purpose:

The aim of this effort is to continue to build evaluation capacity for programs funded by the Champaign County Mental Health (CCMHB) and Developmental Disabilities Board (CCDDB). In Year 7, we propose to continue to implement the recommendations and specific plans identified via Year 1 assessment of current evaluation activities and priorities and to build upon our previous efforts over the last few years. In particular, we aim to intensify partnerships with previously targeted programs to encourage greater data usage and translation.

Specifically, we propose the following activities and deliverables.

1. Continue to Create a Learning Organization among Funded Agencies and the CCMHB/CCDDB
 - a. Prepare new “targeted” agencies to share information at MHDDAC meetings once/year by Summer, 2022 (as schedules allow). The actual presentation will occur in the July or August following the end of the fiscal year at the MHDDAC meeting
2. Continue to Support the Development of Theory of Change Logic Models.
 - a. Offer 2 logic modeling workshops to support funded programs in model development in Fall 2021
 - b. Schedule and announce logic model training dates with 30 days advance notice
 - c. Provide follow-up support to targeted agencies who submit a model to the team for review (and to agencies who choose to develop the model using “hours” from the consultation bank)

3. Choose three Programs for Targeted Evaluation Development in Consultation (up to two CCMHB and one CCDDB)
 - a. Work in collaboration with up to three funded programs to develop evaluation plans and support them in the implementation of those plans (e.g., instrument development, data gathering, data reporting)
 - b. The goal would be to guide an evaluation plan and process that can be implemented and sustained by the program in subsequent years
4. Choose three Programs for Targeted Evaluation Data Usage in Consultation (up to two CCMHB and one CCDDB)
 - a. Work in collaboration with up to three funded programs to support ongoing evaluation implementation (e.g., data collection, data usage, data translation).
 - b. The goal would be to emphasize translating evaluation findings to inform program activities and facilitate usage of evaluation data to make informed programmatic decisions.
5. Invite follow-up with all previously targeted agencies via the Consultation Bank. This could include (depending on agency need):
 - a. Reviewing evaluation implementation progress
 - b. Revising and refining logic models
 - c. Reviewing gathered data and developing processes to analyze and present data internally and externally
6. Continue the Evaluation Consultation Bank with Agencies Who Have not Had Targeted Partnerships
 - a. Offer a bank of consultation hours for use by funded programs
 - b. Funded programs would request hours based on specific tasks
 - i. Developing an evaluation focus
 - ii. Completing a logic model
 - iii. Developing and sustaining evaluation activities (particularly in targeted agencies)
 - iv. Reporting data
7. Continue to Build a “Buffet” of Tools
 - a. Maintain and expand a Google drive or other web-based repository for measures developed with and/or for funded programs
8. Offer up to three workshops with CCMHB/CCDDB funded agencies regarding data usage fundamentals including, for example:
 - a. Data storage (setting up excel, confidential storage, identity keys)
 - b. Basic analysis (shareware, means, standard deviations, change over time)
 - c. Conceptualizing process and outcome evaluation questions based on the theory of change logic model
 - d. Applying evaluation findings to inform programmatic decision-making

9. Meet with CCMHB/CCDDB members as requested to provide information on, for example:
 - a. The varied uses of evaluation
 - b. Logic modeling process
 - c. CCMHB/CCDDB goals and priorities with regard to evaluation
 - d. Instantiating evaluation practices for the CCMHB and the boards' funded programs

10. Provide training and support to CCMHB/CCDDB staff regarding criteria for review of evaluation section of applications for funding.

Agency: Champaign County Mental Health Board

PI: Mark Aber

Title: A Proposal to Build Evaluation Capacity for Programs

Period of Performance - 07/01/2021-06/30/2022

Year 7

Overall Effort on
Cal Acad Sum
7/1/21

Category	Appt Type	%	Overall Effort on			Salary Base Annual/Monthly	7/1/21	
			Cal	Acad	Sum		6/30/22	
Personnel:								
PD/PI- Mark Aber	1 summer month	8.3%			1.00	63,047.14	7,215	
Co-inv:- Nathan Todd	.75 summer month	6.3%			0.75	89,318.26	7,666	
Co-inv:- Nicole Allen		0.0%				-	0	
GRA-Psychology	11 months @ 50%	50.0%	5.50			2,174.65	24,639	
GRA-Psychology	11 months @ 50%	50.0%	5.50			2,174.65	24,639	
Academic hourly	# hours/week \$\$/hour						0	
Student hourly							0	
Fringe	Acad 46.91%, GRA 9.91%, Others 7.66%							11,864
Total Salaries, Wages & Fringe								76,023
Equipment								0
Travel								
Domestic:								0
Foreign								0
Other Direct Costs:								
Materials and Supplies								0
Expensed Equipment								0
Publication Costs								0
Service Costs:								
Tuition Remission 64.0%	Requested a waiver-due to previous 6 years activity							0
Total Direct Costs								76,023
Facilities/Administrative Costs 10%								7,602
Total Costs								83,625
MTDC Base								76,023

Budget Justification

Mark Aber (1 mo) (\$7,215 x 46.91%% benefits), Nathan Todd (.75 mo) (\$7,666 x 46.91%% benefits). Drs. Mark Aber and Nathan Todd would co-lead these evaluation activities. Both would reserve time throughout the year and intensively during a summer month (most likely May 15th to June 15th) to execute project deliverables. Dr. Nicole Allen will assist with the project.

Two Research Assistants- 11 mos (\$49,278- 11mo 50% fte x 9.91%% benefits). The research assistants would assist in all facets of project execution which would but not be limited to supporting evaluation planning, workshop development, and collaboration/funded program partnership.

Fringe Benefit Rates: 46.91% for SURS (non-self-managed), 41.81% for SURS (self-managed), 7.66% for non-SURS employees, 9.91% for Graduate Assistants, 0.01% for students enrolled at or more than half time, and 7.66% for students enrolled at less than half time of salaries and wages, per the Negotiated Fringe Cost Rate Agreement with the Office of Naval Research.
\$11,864

Indirect Costs (10% of Total Direct Costs \$76,023) = \$7,602

GRAND TOTAL \$83,625