



How to Prepare for Your Direct Services Pre-Award Evaluation Coaching Call



Georgia
Evaluation Resource Center

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Review the NOFA and online application

Read the Direct Services Notification of Funding Availability (NOFA), the funding categories and criteria, and the grant requirements and timeline. Once you have determined your eligibility and the funding request aligns with the grant program, review the online application. Reviewing the online application prior to the coaching call will help you better understand the Outcomes and Evaluation portion of the application and will allow you the opportunity to ask questions on the coaching call.

Watch the Pre-Award Evaluation Webinar

Prior to the coaching call, watch the Direct Services Pre-Award Evaluation Webinar available on the Foundation's website and on HealthTec^{dl}. This webinar takes you step-by-step in completing the logic model and evaluation plan worksheets that are *required* upon application submission. It also covers how to develop SMART outcomes to include in your application materials.

Make sure the right people are on the call

When scheduling the coaching call for your organization, make sure to check the availability of the program coordinator and evaluator, and have the right people on the call. It is very important that the person who will carry out the day-to-day activities of the grant and the person conducting the evaluation are on the call. Many times there is a disconnect between what the application says will happen if the grant is awarded and what is on the logic model and evaluation plan. If your organization does not have someone who can conduct the evaluation or fulfill the evaluation requirements of this grant, contact the ERC to learn more about our ERC Partners!

