Workshop Session 1

Proposed Evaluation Framework: Structure

Instructions:

1. **Review** the draft evaluation framework outlined in the attached worksheet.
2. Spend about 10 minutes each on the three phases, **discussing** the process steps included.
3. **Write** your comments and feedback in the space provided in this worksheet.

Potential discussion questions:

- Is the framework process clear?
- Are there redundancies?
- Are any steps missing within each phase?
- Are there too many steps?
- Should additional detail be provided to the description, or is an important concept missing?

OPR will use this feedback to refine the proposed evaluation framework that will be used for a 2018 baseline report on adaptation efforts.

If you are comfortable with OPR contacting you with follow-up questions, please provide your name and email address below.

Name: _____

Email: _____

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	STEPS	DESCRIPTION	EXAMPLE (SIMPLIFIED)	FEEDBACK/COMMENTS
Phase 1: Awareness	**1. Detect the problem**	Initiation step brought on by a "signal" indicating some type of change or problem. "Signals" can include disasters, the release of new information/study, high-level political statement, or policy change. Signals can be either an internal or external driver.	*State-wide sea level rise policy guidance is released and is cited as an issue of concern by a local coastal jurisdiction. Elevating sea level rise as an issue of concern allows staff to start collecting information to better understand the problem of sea level rise.* *In response, elected officials prioritize sea level rise as an important issue and initiate a process to develop a sea level rise vulnerability assessment and action plan.* *<u>Iterative step</u>: developing the vulnerability assessment requires a return to step 2. Following the completion of the assessment, the planning process is initiated.*	
	2. Gather/use information	Once a "signal" or problem is acknowledged, a process is started by gathering and using additional information to better understand the problem; at this stage, the problem must be perceived as a priority.		
	3. (Re)define the problem	The "signal" or problem is recognized as a priority and determining a response is needed. Potential pathways forward, or solutions, are understood, suggesting the potential for action, not inaction.		

	STEPS	DESCRIPTION	EXAMPLE (SIMPLIFIED)	FEEDBACK/COMMENTS
Phase 2: Analysis	**4. Develop options**	After establishing the need for action, a series of potential solutions or "options" are developed. Typically, this step requires locally specific information gathered through both quantitative research and qualitative assessment.	*With a completed vulnerability assessment, the local jurisdiction initiates an action plan, which includes a series of potential response options. This process is completed through technical assessments and community engagement.* *Agreed-upon evaluation criteria and goals are developed as part of this process.* *Once a series of potential sea level rise response options are identified, they are evaluated using the agreed-upon criteria. This process results in a refined list of options.* *<u>Iterative step</u>: Some of these options may require tradeoffs relative to other community priorities or "outcomes"; this may require a return to step 1 (detect problem).* *Following the analysis and engagement processes completed in steps 4 and 5, local elected officials adopt the sea level rise action plan, which includes 5 implementation actions the jurisdiction will undertake over the next ten years.* *<u>Iterative step:</u> Five additional priority actions are identified as critical, but they require additional technical assessments, and three require new revenue streams that are not currently available. These 8 "actions" require returning to steps 1 and 2.*	
	5. Assess options	The defined "options" are assessed against a series of different feasibility criteria, typically including political, legal, economic, and technical considerations.		
	6. Select option(s)	Using the assessment criteria, options are selected and proposed for implementation. This process may also result in "options" that require returning to a previous step (e.g. additional data or information is needed to assess a set of options, requiring a return to *step 2: gather and use information*).		

	STEPS	DESCRIPTION	EXAMPLE (SIMPLIFIED)	FEEDBACK/COMMENTS
Phase 3: Action	**7. Implement options**	Implementation is an iterative process to overcome the following common impediments: 1. Accountability to hold decision-makers/responsible parties to a threshold of actual intent to implement 2. Obtaining authorization 3. Securing resources 4. Clarity and specificity on what to do 5. Legal and procedural barriers 6. Maintaining momentum to overcome behavioral obstacles, status quo, and competing priorities and interests 7. Course corrections to respond to unintended outcomes	*The local jurisdiction begins implementation of the 5 actions. Implementation also includes the development of evaluation measures (both output- and outcome-based), and the establishment of regular monitoring systems.* *These evaluation metrics and data are regularly evaluated and used to inform deliberative learning and the development of future implementation actions.*	
	8. Monitor options & environment	Ongoing monitoring of both implementation actions (outputs), as well as outcomes. The monitoring process should answer the following questions: ✓ Are the implementation actions taking place (outputs)? ✓ Are the implementation actions achieving the intended outcomes? Monitoring is critical to deliberative learning, a key component to adaptation and adaptive management processes.		
	9. Evaluate	Evaluation allows for possible course corrections or adjustments; if corrections are needed, this often triggers returning to a previous step, initiating an iterative process.		