

Making ROI Work

An Implementation Checklist

- ❑ Assess Readiness for Accountability including ROI
 - Immediate Learning Community
 - Managers and Supervisors
 - Executives
- ❑ Define Stakeholders
 - Consumers
 - Clients
- ❑ Establish Evaluation Philosophy and Purpose
- ❑ Develop Broad Goals and Plans
 - Map Programs to Evaluation
 - Set Targets
 - Establish Implementation Timeline
- ❑ Develop Policies and Procedures
 - Policies
 - Procedures
 - Guidelines
 - Toolkit
- ❑ Develop ROI Capability and Expertise
 - ROI Certification
 - Workshops & Briefings
 - Staff Workshops (1-2 days)
 - Manager Workshops (4-8 hours)
 - Executive Briefings (1-4 hours)

- ❑ Identify Projects for Comprehensive Evaluation
 - Level 3 Projects
 - Level 4 and 5 Projects

- ❑ Integrate Technology
 - Level 1 and 2 Evaluation
 - Level 3 through 5 Evaluation
 - Data Integration

- ❑ Share Knowledge
 - Reports
 - Impact Studies
 - Evaluation Scorecards
 - Internal Briefings
 - Networks
 - Internal
 - External
 - Publications
 - Conferences