NIOSH Evaluation Capacity Building Plan: Year 1 Progress Overview

Topic Area	Key Learning Activities	Process Steps	Activities	Status
1. **Collection and documentation of intermediate outcomes**	1. Assess motivations and barriers to collecting IOs. (Year 1)	• Conduct focus groups with researchers, division/laboratory/office (DLO) branch managers, and program leaders. • Conduct interviews with DLO directors.	• 4 focus groups: one each for early career researchers; advanced career researchers; branch and team leadership; and program portfolio leaders • Interviews with 4 DLO directors • Final report and recommendations	Complete
2. **Implementation of program review recommendations**	1. Understand why review panels might provide recommendations that are beyond the capacity of NIOSH programs to implement. (Year 1) 2. Identify barriers and motivators at the researcher, program, and NIOSH levels to implementing feasible review panel recommendations. (Year 1)	• Review current external program review materials. • Interview program portfolio managers and research staff that have been or could be involved in program reviews in the future. • Interview leaders of programs and the Institute who are responsible for implementation responses and decisions.	• NIOSH workgroups reviewed documents • Four focus groups with division directors, program portfolio leaders, branch chiefs/team leads, and researchers (combined with Topic 4) • 12 interviews with program managers/division directors, researchers, former program review panelists (combined with Topic 4) • Final report	Complete
3. **Communication of intermediate outcomes and evaluation findings**	None for Year 1	NA	NA	NA

Topic Area	Key Learning Activities	Process Steps	Activities	Status
4. Long-term strategy for external program review	1. Develop a better understanding of program review strategies utilized by other federal agencies and research organizations. (Year 1)	• Search the literature and scan the environment for alternate program review processes. • Interview program leaders that have experience previous external impact reviews.	• Search of other federal agencies websites were conducted, one follow-up interview with the National Center for Injury Prevention and Control at CDC • Four focus groups with division directors, program portfolio leaders, branch chiefs/team leads, and researchers (combined with Topic 2) • 12 interviews with program managers/division directors, researchers, former program review panelists (combined with Topic 2) • Final report	Complete
5. Translation research	1. Develop a shared understanding of translation research across the Institute. (Year 1)	• Search the literature and scan the environment relevant to TR. • Refine a definition and conceptualization of TR application at NIOSH.	• Completed literature review and environmental scan • Working towards definition and conceptualization Supplementary activities: • 23 interviews with intramural and extramural researchers • Glossary of terms	Will be completed by end of CY 2021