

Let us help you develop a total strategy for evaluating your next externally funded grant or contract, or assist you with evaluating a project currently underway.

## Evaluation and Project Management Services for Externally Funded Grants and Contracts

### YOUR NEEDS

**TIMING:** Are you currently involved with any grant writing or the preparation of other proposals for external funding? Do you have a project in progress that needs evaluation services?

**COORDINATION:** Is the proposal writing stage coordinated as part of a master plan of project management and evaluation?

**STAFFING:** Does your Project Manager have all the support needed, both in plan development as well as implementation?

**ACCOUNTABILITY:** Does the sponsoring agency require an evaluation process that involves accurate and objective feedback from the project participants?

**RESULTS:** The time to establish the measurable outcomes of the project is at the design stage. Could you use assistance in getting all of the partners to agree on the results of the project?

**FLEXIBILITY:** Has your planning or implementation process uncovered new issues, opportunities or challenges? Is your plan flexible enough to incorporate changes in a positive way? Is your staff equally flexible and prepared to incorporate change to your advantage?

**EXTERNAL EVALUATION:** Could you use someone from outside your project to provide “fresh eyes” in all aspects of the project: Grant or Proposal Writing; Master Strategy Development; Assistance with Implementation; Temporary Staff Augmentation; Emergency Backup, Evaluation and Next-Step Planning Continuity?

**REQUIREMENTS:** Does the sponsoring agency require that your project’s evaluation process be conducted by qualified, external consultants?

### OUR RESPONSE

**TIMING:** We are organized and positioned to provide a rapid response to your needs, from a simple introductory meeting to actual involvement.

**COORDINATION:** The most cost-effective time to call us in is at the beginning when the proposal is being written and we can contribute to the master planning as well as the evaluation.

**STAFFING:** Our broad network of consultants from all areas of Higher Education, makes us the ideal “temp service” for special needs.

**ACCOUNTABILITY:** We are evaluation specialists who understand both sides of the issue: accurate objectivity and a sense of how a proper evaluation can help guide subsequent decisions.

**RESULTS:** The best results always come from a comprehensive and creative strategy. You may call us in for the evaluation, but benefit from our planning skills as well.

**FLEXIBILITY:** Nobody likes surprises, but a flexible and coordinated team can make the most of them. The varied experience of our consultant team allows us to bring in new players or specialists to augment your staff as needed. Our flexibility can be your strength.

**EXTERNAL EVALUATION:** We are in a position to fulfill any needs or requirements your projects may have in a cooperative and cost-effective manner. We are team players as well as “the experts from out of town”.

**REQUIREMENTS:** Our consultants are leaders in all fields of higher education, and have served as successful Project Managers and Evaluators over the years. Our positive experiences can make your project even more attractive.

**See other side for contact information and more on who we are and how we work.**

## One of our specialties is project evaluation

*“Timely, no-nonsense, straightforward advice, fairly priced”*

It reflects the efficiency and flexibility of our unique, virtual organizational structure.

### Here’s how we would work with you:

#### Goal Identification and Customization

Through facilitated discussions, we can assist you and appropriate partners establish effective goals for the project. The discussions can involve face-to-face meetings or electronic communication.

#### Developing the Evaluation Plan

The Growth Group consultant(s) can assist you in developing a comprehensive as well as realistic evaluation plan for the project. The plan will provide feedback throughout the project that can be used to monitor the progress toward the project goals. At all times, you remain in complete control of the evaluation process.

#### Pre-visit Preparation & Data Analysis

Based on clearly established goals, we can assist you in establishing complete information and evaluation for the project. This work will be based on established and/or new data as needed to implement the project.

#### Project Management Consultant

In addition to assisting with the formative and summative evaluation process, we are prepared to work with the Project Director to provide support and assistance throughout the life of the project. This will be particularly valuable to a new Project Director, one who has limited time to devote to the project, or with a large complex project. For example, the Growth Group “coach” could schedule short visits with the director, review project information, or meet with management teams.

#### Project Reports

The Growth Group consultant(s) would assist in the compilation of reports required of the funding agency. We have experience and the “outside view” that can be of assistance in creating the report and, in some cases, delivering the report to appropriate constituents.

#### Customized Assistance

You may have unique needs that differ from those listed above. We would be willing to discuss other ways that we can be of assistance.

### Why the Growth Group?

#### We are unique for the following reasons:

- Higher education is our exclusive business.
- All of our consultants are leaders in higher education.
- We use a methodology appropriate for each project based on its own merits and requirements.
- We are a virtual business, thus avoiding the high overhead of fixed salaries and brick and mortar costs.
- We approach each project in terms of what needs to be done, rather than what brings the most income.

Your next step ...Contact me, Dr. Robert Fisher

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Check out our website at [www.thegrowthgroupinc.com](http://www.thegrowthgroupinc.com)

