



**Legal Services Corporation  
Technology Initiative Grant (TIG) Program  
Evaluation Plan Form – Example 1**

**Grantee name:** Ubiquitous Legal Services  
**Submission date:** May 7, 2010

**TIG Grant number:** 1010E

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**Project Goal:** Enhance the delivery of the state’s pro bono services by using web-based technologies to increase the quantity and quality of resource materials and training available to volunteer attorneys.

**Project Objective 1:**

Conduct needs assessment to identify: (1) Training content (e.g., substantive law topics) volunteer attorneys prioritize and (2) Extent and ways in which web-based technologies can meet volunteer attorneys’ training needs.

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**Strategies / Activities:**

- In collaboration with the State Pro Bono Coordinators Association (PBCA): (1) Develop needs assessment survey and (2) Develop survey sample that is representative of volunteer attorney target group (e.g., size, demographic and geographic composition)
- Disseminate survey
- Collect and analyze survey results

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**Evaluation Data:**

- Description of the roles the PBCA played in the development of the survey and survey sample
- Description and copy of survey
- Description/data re: size and composition of survey sample
- Description/data re: survey responses
- Summary description/data of survey results re: content and web-based training approaches

**Project Objective 2:**

Based on results of needs assessment survey, develop, conduct and archive training modules (and resources) that increase the quantity and quality of resource materials and training available to volunteer attorneys. Develop and post at least 8 webinar modules and at least 4 webcam modules.

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**Strategies / Activities:**

- Work with the PBCA to:
    1. Prioritize substantive law content areas for training modules
    2. Develop webinar training modules (and associated resource materials, e.g., PDFs, PowerPoints, forms, practice materials)
    3. Develop webcam training modules (and associated resource materials)
    4. Ensure modules provide CLE credits
    5. Develop “exit interviews” to obtain users’ assessments of the training modules’ and resource materials’ usability, usefulness, quality, value, etc.
  - Conduct webinar trainings
  - Archive webinar training modules (and associated resource materials)
  - Conduct webcam training modules
  - Archive webcam training modules (and associated resource materials)
  - Post and compile/analyze data from in-person feedback interviews with selected volunteers.
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**Evaluation Data:**

- Description of the roles played by the PBCA in the implementation of the identified activities/strategies
- List/description of prioritized content areas
- List and descriptions (e.g., length, substantive law content areas) of and links to posted webinar and webcam modules
- List and descriptions of and links to associated resource materials
- List of trainings providing CLE credit
- Summary/analysis of in-person feedback interviews with selected volunteers results re: modules’ and resource materials’ usability, usefulness, quality, value, etc.

**Project Objective 3:**

Conduct targeted outreach and marketing campaign to (1) Maximize use of the web-based training modules and resource materials and (2) Expand the pool of volunteer attorneys available to provide assistance to low-income clients

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**Strategies / Activities:**

- Work with the PBCA to develop and implement outreach and marketing strategies within their within their specific service areas.
  - Work with the State Bar to utilize their email list(s) and website to publicize the project.
  - Produce and disseminate a monthly, e-newsletter to private attorney volunteers
  - Develop informational materials and disseminate them at meetings of bar associations, bar sections, and other gatherings of current and potential volunteer attorneys across the state.
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**Evaluation Data:**

- Description of outreach/marketing strategies developed and/or implemented by PBCA
- Information provided by PBCA
- Description / quantitative data re: uses of State Bar email list(s) and website
- Description / list of outreach / marketing materials developed and disseminated
- Identified of distribution methods and data re: materials distributed via each means
- LegalMeetings participation data
- Administrative data re:
  1. participation in live training sessions
  2. use of archived trainings
  3. page views of training resource materials
  4. downloads training and resource materials
- Results of in-person feedback interviews with a sample of new pro bono volunteers.