## CCH Evaluation Metrics

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<tr>
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</table>
| Consultation Services | Research team OR CCH staff | Rolling submission | • # of consultations  
• % of teams indicating having no previous engaged research experience (self-report)  
• # of consultations in each translation phase (T1-T4)  
• # of consultations by type of research (basic, clinical, genomics, etc.)  
• % of consultations by research topic  
• % of consultations community of focus (age, race/ethnicity, etc.)  
• % of consultations target geographic community  
• # of services offered per consultation  
• Services most frequently provided  
• Satisfaction with services provided  
  o Timeliness  
  o Quality  
  o Overall satisfaction  
• Outcomes  
  o # of proposal submissions funded (Note: Not all consults focus on proposal submissions)  
    ▪ # funded by specific agency  
    ▪ # funded by specific funding mechanism  
    ▪ # of proposals that list community stakeholders as key personnel on grant  
    ▪ # of proposals that Call for community advisory as part of the grant proposal  
    ▪ # of consultations activities that led to community partner pursuit of funding support  
  o # of consultations that led to new community-academic partnerships  
  o # of consultations that led to changes in programs, policies, or practices  
    ▪ # co-authored by community stakeholders  
  o # of published articles  
    ▪ # co-authored by community stakeholders  
  o # of conference presentations, posters, etc.  
    ▪ # co-authored by community stakeholders  
  o # of new research studies generated from the consultation support |
<p>| Project Details Form | JB, GRS, JS, GC | Throughout consult. Update weekly |  |
| Services Provided Form | JB, GRS, JS | During active consult –weekly updates |  |
| Satisfaction Survey | Research team (lead contact listed on Consult Request Form) | Once the consult is marked “Closed” and marked “Launch Survey” by CCH Staff in Project Details Form |  |
| Outcomes Form | Research team | Once the consult is marked closed and “Close-out Date” is entered by CCH Staff in Project Details Form |  |</p>
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| **Capacity Building & Education** | All CCH Staff         | Upon completion of event (Some data can be entered prior to event as a placeholder, e.g. title, etc.) | • # of educational offerings that are coordinated by CCH staff (community stakeholders present)  
• Type of educational offering  
• # of educational offerings that are presented by CCH staff  
• # of educational offerings that are conducted on locally vs a national conferences  
• Audience type (academic, community, both)  
• # of attendees |
| **Fiscal Support**             |                        |                                                                                      |                                                                         |
| **ARCC:**                      | Jen/Gina               | At the beginning of a grant cycle. When grantees complete their grant (end dates vary). | • # of seed grants by type (e.g. ARCC, PBR, etc.)  
• Average seed grant amount awarded per year, by type (e.g. ARCC, PBR, etc.)  
• # of publications about the funded project  
• # of seed grantees that secured subsequent funding as a result of seed grant funding  
  ○ # of additional funds secured per grantee  
  ○ Type of grant  
  ○ Grantee’s role on project  
  ○ Average amount  
  ○ Start/end dates  
• Additional outcomes (qualitative information)  
  ○ # peer-reviewed publications  
  ○ # of dissemination materials to community audiences  
  ○ Types of dissemination events/materials to community audiences  
  ○ # of subsequent IRB-approved research  
  ○ Other scholarship (presentations, posters, etc.)  
  ○ New or modified policies, practices or programs implemented as a result of the projects |
<p>| <strong>Award Initiation Form</strong>      | Seed Grant Recipients  |                                                                                      |                                                                         |
| <strong>Seed Grant Recipients</strong>      |                        |                                                                                      |                                                                         |
| <strong>Award Recipient Survey</strong>     |                        |                                                                                      |                                                                         |
| <strong>PBR:</strong>                       | PPRG Team              | At the beginning of a grant cycle. Each quarter based on grantee award date.          |                                                                         |
| <strong>Quarterly Reports</strong>          | Seed Grant Recipients  |                                                                                      |                                                                         |</p>
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| Partnership Brokering     | GC, JS, GRS, JB          | After meeting new individuals. Weekly updates. Sort by last name to determine if individual is already in system. | • # of partners  
• Partner characteristics by:  
  o Organizational affiliation  
  o Research interest (e.g. HIV/AIDS, diabetes, etc.)  
  o Community of focus the partner organization serves (e.g. age, race/ethnicity, etc.)  
  o Target geographic community the partner organization serves (e.g. North, West, South sides of Chicago)  
  o # of CCH activities the partner has been engaged in  
  o Types of activities the partner has been engaged in  
  Initial date of interaction  
  Date of last interaction |
| REV. 07/24/18             |                          |                       |                                                                           |
| Institutional-level Changes | All CCH Staff            | Monthly check-ins at CCH meeting | • # of changes  
  o Institutional-level; community-level  
• Level of change  
  o Institutional; community-level  
• Types of changes (policy, practice, program, change in the physical design/layout of the environment)  
• Key actors (people who helped achieve the change)  
  o Number of key actors  
  o Number of changes involving non NU key actors  
  o Organizational affiliation of the key actors [qualitative]  
• Sectors impacted by the change (academic, community-based organizations, etc.)  
• Date change was enacted (Month/Year)  
• Description of change achieved [qualitative]  
• Description of the goal for the change achieved [qualitative]  
• CCH role in enacting change [qualitative] |
| Community-level Changes   | All CCH Staff            |                       |                                                                           |