



Checklist for Evaluating Organization Implementation

Organization (name & country): _____

Agency/Organization Readiness to Deliver IY Program

Please rate organization level of preparedness for the following areas:

	None	Minimal	Some	High
1. Knowledge and level of interest in IY program methods, process and research				
2. Organization values and beliefs are a good fit with IY program philosophy				
3. Selected IY protocol for population to be addressed (age and risk level, number of sessions) matches organization goals				
4. Plan for recruiting qualified group leaders who are bilingual				
5. Educational background and experience specified for group leaders				
6. Plan for recruiting families for programs				
7. Diversity of population to be reached				
8. Research internal quality control evaluation plan				
9. Understanding of realistic training and consultation dissemination strategies				
10. Adequate funding and resources (venue, day care, food, transportation)				
11. Commitment to delivering evidence based programs with fidelity				
12. Consultation with IY Inc.				

Significance of Proposal

	None	Minimal	Some	High
1. Population needs addressed and informed rationale for IY program articulated (treatment vs prevention, diversity, age of children)				
2. Research evaluation methods specified and validated measures				
3. Outcome measures proposed with clear definition of success short term and long term				
4. Rationale for numbers of centers to be involved each year				
5. Feasibility of approach proposed				
6. Timeline/Schedule for training and consultation				
7. Appropriate number of sessions specified for designated program and population addressed				
8. Openness to yearly benchmarks				
9. Budget plan coordinated with IY training, consultation and product costs				

Investigator Qualifications/ Personal Fit	None	Minimal	Some	High
1. Background experience with disseminating EBPs				
2. Leadership skills (spark)				
3. Interest in delivering the program & values and beliefs match IY philosophy				
4. Collaborative style				
5. Qualified team				

Sustainability Plan	None	Minimal	Some	High
1. Funding plan for post grant period				
2. Support from university or government for going forward				
3. Commitment to accreditation of group leaders				
4. Interest in developing accredited peer coaches				
5. Internal quality control plan and monitoring				
6. Ongoing consultation and fidelity supervision post grant				

Translation Plan coordinated with IY Inc.	None	Minimal	Some	High
1. Plan for gradual roll out of translations starting with parent handouts				
2. Realistic time agreement with IY Inc. for DVD translation				
3. Budget for translations, back translations, handout In Design prep, DVD quality control				
4. First translation conducted by professional translators				
5. Back translations by independent translators				
6. Final checking by experienced IY group leaders				
7. Copyright and Trademarks respected and adhered to				
8. Cross-cultural and conceptual translation focus, rather than linguistic/literal focus.				
9. Assessed the demand for translated materials and committed to 20 sets				

Multiyear contractual relationship, with continued funding contingent on the grantee’s meeting mutually agreed upon yearly milestones.

Incredible Years Mission

Incredible Years, Inc. values high quality implementation that will serve the needs of as many families as possible. Our goal is to leverage our resources to support initiatives that will make a significant difference and will lead to sustainable high-quality implementation. We focus our translation commitment on those projects that we assess will have most impact.