



**USAID**  
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# USAID LIBRARY

## EVALUATION RESEARCH GUIDE

This is a guide to doing research on evaluation at the USAID Library. The library has a sizable collection of publications on evaluation both general and specific. This guide also points to sources of information on evaluation available on the Internet.

### **Background Resources: ADS, Encyclopedias, Dictionaries**

For an understanding of program evaluation at USAID, consult USAID's Automated Directives System (ADS). For definitions and a general understanding of concepts of evaluation, consult the encyclopedias and dictionaries in the library's reference section.

### **Automated Directives System**

Chapter 203 of the ADS Series 200 establishes USAID policy on monitoring and evaluating the performance of USAID activities. This chapter provides guidance on how Operating Units should assess whether activities are actually achieving the intended results, how to learn from that experience and how to facilitate the sharing of lessons learned throughout the Agency and the development community as a whole. The specific sections on evaluation are found in 203.5.6. Available at <http://www.usaid.gov/policy/ads/200/203.pdf>

### **Encyclopedias and Dictionaries**

*Encyclopedia of Evaluation*. Sandra Mathison, Thousand Oaks, Calif.: Sage, c2005.  
REF H62 .M312 2005.

*Glossary of Key Terms in Evaluation and Results Based Management*. Organisation for Economic Co-operation and Development. Development Assistance Committee. Paris, OECD/DAC Working Party on Aid Evaluation, 2002.  
REF HD75.9 .G56 2002.

*Effective Phrases for Performance Appraisals: A Guide to Successful Evaluations*  
James E. Neal, Perrysburg, Ohio, Neal Publications, 2000.  
REF HF5549.5.R3 N4 2000.

## Browsing the Book Collection

You can browse the USAID Library's collection of books on evaluation in the catalog or on the shelves.

## Browsing the Catalog

The library catalog is available at <http://ppc.usaid.gov/library/>. The library has books on evaluation in general as well as in specific fields, such as health, education, training, development programs, gender, democracy, agriculture, foreign assistance, water, etc. Search for these by keyword or a combination of keywords such as "evaluation and health" or "evaluation and education".

## Browsing the Shelves

The library uses Library of Congress Classification to arrange books by subject. Evaluation materials can be found in a few general areas. You can browse the shelves for general evaluation material by going to the sections below:

LC numbers	Subjects
H62	Evaluation (Social science research)
HA29 – HA32	Statistical analysis (Sampling and surveys)
HC60	Economic assistance projects
HC79.E44	Economic development projects
HD75.9	Economic and technical assistance projects (Evaluation)

## Journal Collection

The library has subscriptions to over 250 journals. Many of these are available both in print and online. To look up the Library's holdings, both print and online, for a specific periodical, use the "Journal Finder" on the Library's homepage.

Journals specifically devoted to evaluation are:

*The American Journal of Evaluation*, published by the American Evaluation Association.

*Impact Assessment and Project Appraisal: Journal of the International Association for Impact Assessment*

## Subscription Databases

The library subscribes to many databases, most of which are available at your desktop. Some of these databases which contain evaluation specific information are listed below.

*Academic Search Elite* and *EBSCO EJS* are two journal databases that provide access to many journal articles. <http://ppc.usaid.gov/library/resources/databases.cfm>

*World Bank e-Library* This database consists of over 3,000 World Bank full-text documents. You can search for documents by author, title or keyword. Below is a sample evaluation document from this database:

*Ten Steps to a Results-Based Monitoring and Evaluation System: A Handbook for Development Practitioners.* Jody Zall Kusek and Ray Rist. Washington, D. C.: The World Bank, 2004.

<http://thesius.worldbank.catchword.org/vl=5333373/cl=50/nw=1/fm=docpdf/rpsv/bk/wb/0821358235/v1n1/s1/p1>

## **USAID Websites**

*Development Experience Clearinghouse (DEC)*

<http://www.dec.org> (Public access)

<http://ppc.usaid.gov/index.cfm?fuseaction=search> (USAID Intranet access)

The DEC is a database of USAID documents. It can be searched by author, title, subject, contract number, or type of document. Many of the newer documents are in pdf format and can be downloaded. Paper copies can be ordered from the DEC. Sample evaluation documents from the DEC include:

*A General Guide to the Construction of an Evaluation Report.* Richard Blue. Washington, D.C.: MSI, August 7, 2004.

[http://www.dec.org/pdf\\_docs/PNADC116.pdf](http://www.dec.org/pdf_docs/PNADC116.pdf)

*The Performance and Monitoring TIPS series.* This series provide advice and suggestions to USAID managers on how to plan and conduct evaluations and how to set up and implement a performance monitoring systems.

<http://www.dec.org/partners/evalweb/resources/tipsseries.cfm>.

EvalWeb (USAID External Website)

<http://www.dec.org/partners/evalweb/>

EvalWeb provides information and links to USAID's evaluation tools, resources, training and evaluation experts.

*Center for Development Information and Evaluation/Evaluation Studies and Performance Assessment (USAID/CDIE/ESPA)* (USAID Intranet)

<http://ppc.usaid.gov/index.cfm?fuseaction=ucOffices.All&officeIndex=8>

This comprehensive site provides information and links to monitoring and evaluation resources, training opportunities, CDIE studies, firms that provide evaluation expertise to USAID as well as links to external evaluation sites such as the World Bank.

## **Websites of Other Aid Agencies**

*Australian Aid: AusAID: Evaluation and Quality Assurance*

[http://www.ausaid.gov.au/about/pia/Quality\\_Assurance\\_Page.cfm](http://www.ausaid.gov.au/about/pia/Quality_Assurance_Page.cfm)

Also, AusAID's Knowledge Warehouse (AKWa) includes lessons learned, examples of good practices, and publications related to quality assurance and the evaluation of Australian aid projects and programs. <http://akwa.ausaid.gov.au/>

*Department for International Development, U. K. (DFID): Evaluation Department*

<http://www.dfid.gov.uk/aboutdfid/evaluation.asp>

Includes formative studies addressing new aid instruments and emerging themes, ex-post evaluations, policy-oriented studies, country program level studies and examination of themes, sectors and performance management quality assurance reviews.

*Canadian International Development Agency (CIDA)*

Performance and Knowledge Management Branch. This site provides evaluation guides, training tools and reports

<http://www.acdi-cida.gc.ca/perfor-e.htm>

*Danida's Evaluation Department*

Includes Evaluation Policy, Evaluation Program, on-going Evaluations, Guidelines, Newsletter, and Reports.

<http://www.um.dk/en/menu/DevelopmentPolicy/Evaluations/>

*Japan International Cooperation Agency (JICA)*

Provides evaluation guides, annual evaluation reports, project and program evaluations, archives as well as links to other evaluation websites

<http://www.jica.go.jp/english/evaluation/index.html>

## **Websites of Other International Organizations**

*European Bank for Reconstruction and Development (EBRD)*

Includes evaluation methodology, ratings and results, studies and reports

<http://www.ebrd.com/projects/eval/main.htm>

*United Nations Development Programme (UNDP)*

[www.undp.org](http://www.undp.org)

Sample document: *Who Are the Question-Makers? A Participatory Evaluation Handbook*. UNDP, Office of Evaluation and Strategic Planning, 1997.

<http://www.undp.org/eo/documents/who.htm>

*United Nations Children's Fund (UNICEF)*

[www.unicef.org](http://www.unicef.org)

*Evaluation and Research Database (ERD)*

This database contains evaluations, studies and surveys related to UNICEF programs.

<http://www.unicef.org/evaldatabase/index.html>

*World Bank*

[www.worldbank.org](http://www.worldbank.org)

*World Bank's Poverty Net Library on Participatory Evaluation.*

<http://povlibrary.worldbank.org/library/topic/3373/>

## Other Websites

*American Evaluation Association*

<http://www.eval.org/>

Available on this website are "Guiding Principles for Evaluators", links to AEA publications and to firms that provide evaluation consultation.

*ELDIS: The Gateway to Development Information*

[www.eldis.org](http://www.eldis.org)

The aim of Eldis is "to support the documentation, exchange and use of evidence-based development knowledge" It is funded by Sida, NORAD, DFID and SDC, and is one of a family of knowledge services provided by the Institute of Development Studies, Sussex

A sample document containing evaluation tools, case studies, and indicators is the

*Eldis Resource Guide on Participatory Monitoring and Evaluation*

<http://www.eldis.org/participation/pme/>

*The International Development Resource Centre* is a public corporation created by the Canadian government. Its Evaluation Unit website includes evaluation guidelines and other publications.

[http://www.idrc.ca/en/ev-26266-201-1-DO\\_TOPIC.html](http://www.idrc.ca/en/ev-26266-201-1-DO_TOPIC.html)

This is a selective guide to the library's resources to help you find information on Evaluation.

Assistance is available at the Reference Desk at 202-712-0579, or by email

[mailto:cdie\\_info@usaid.gov](mailto:cdie_info@usaid.gov).

Compiled by Romila Sudhir

The USAID Library serves as a point of access to the body of knowledge relating to international development. The USAID Library is open to the public. Library staff are happy to help visitors use library resources or to guide them to appropriate information sources elsewhere.

The Library is on the mezzanine level of the Ronald Reagan Building and is open from 9:00 to 4:30, Monday through Friday (except federal holidays).

### **USAID Library**

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<http://library.info.usaid.gov>