SUBMISSION CHECKLIST

1. Interventions that have been evaluated locally using rigorous evaluations over several implementations and that showed consistent positive results.

Documentation for this category of programs must include:
- Narrative description of the program, including its underlying theory
- Logic Model
- Evaluation reports documenting population, research methods, data collection instruments, analyses, and statistical results
- Outcomes that match the goals of your community

OR

2. Interventions based on, or very similar to, interventions already considered evidence-based.

Documentation for this category of programs must include:
- Narrative description of the program, including the key similarities and differences between it and the original evidence-based intervention
- Logic Model
- Description of how well outcomes of the original evidence-based intervention match the expected outcomes in your community
- Explanation of why your program was chosen, rather than the original evidence-based intervention
- Any evaluation data showing evidence of effectiveness

OR

3. Programs developed specifically for specialized population (special needs, Indigenous populations, etc.) which have some level of documented evidence.

Documentation for this category of programs must include:
- Narrative description of the program, including its underlying theory and how it is rooted in, or addresses, the specific cultural traditions or needs of the target population.
- Logic Model
- Documentation of available evidence regarding effectiveness, through either formal or informal evaluation efforts.

SUBMISSION TIMELINE

- The Evidence-based Workgroup (EBW) will meet the last Friday of every month.
- Applications will be accepted for review by 11:59 PM on the 2nd Thursday of every month.
- The EBW will review applications in the order that they are received.
- Every effort will be made to review applications prior to the EBW meeting at the beginning of the month, however review will depend on application load.

Submit to: Heidi Peterson or Susannah Burt
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801-538-3955 or 801-538-4388

NOTE: The Evidence-Based Workgroup reserves the right to revise this document as needed.