



Summer Institute

In Program Evaluation

Case Study - Promotional & Reference Package

Overview

The Summer Institute in Program Evaluation (“the Institute”) **brings together university students from a number of faculties, including both graduate and undergraduate levels, and community-based practitioners to learn collaboratively about program evaluation.** The institute has been offered since 2010, with over 75 evaluation plans being developed through case studies including in-person in Winnipeg, virtually with the Manitoba Northern Rural Institute (2021 & 2022) and in-person in Flin Flon (2013).

Together, **participants will create real-life evaluation plans**, developing frameworks through case studies that can be applied to their own programs. Accepted case studies may receive follow-up support after the Institute. Through lectures, case studies, and group work, participants explore participatory evaluation with the goal of improving evaluation planning and execution.

Date & Time

Dates: June 8-12, 2026

Time: 8:30am – 4:30pm

Location: University of Manitoba, Fort Garry Campus, Winnipeg, Manitoba

Registration

Organizations are invited to submit a case study and take part in a week of collaboration and learning. To submit a case study, please complete the “Case Study Submission Form” at the end of this document, and return to Javier Mignone at Javier.Mignone@umanitoba.ca. *Community-based organizations are welcome to participate in the Institute even if they do not submit a case study.*

Non-student Registration Fee: \$800 (subsidies may be available)

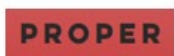
For more information, contact:

Javier Mignone

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Benefits of Participation

Who Should Attend

- Project managers and coordinators responsible for the monitoring and evaluation of their programs, projects or organizations
- Community leaders and workers with project responsibilities
- Decision makers looking at new ways to make their programs more participatory and responsive to local needs

In 2024, of 41 participants, 95.1% indicated they were “Somewhat Satisfied” or “Very Satisfied” with the Institute, and 96.5% said they would recommend it to a colleague, classmate or friend who was interested in learning about evaluation.

“The case studies are immensely helpful. The ability to put what you learn into practice with a REAL-WORLD example is awesome. A purely theoretical or hypothetical application would not be nearly as valuable. A huge thank you for this.”

“It was helpful as a community member to inform how to evaluate and improve our program. Also made some connections that will benefit us in the future.”

“I would highly recommend an organization attend/participate in the institute as a case study. This was very valuable for our program.”

For more information, please read [“One-Rooms School: The Summer Institute in Program Evaluation”](#) (2018)

**For consistency and meaningful engagement, we recommend the same person attend all sessions. This is particularly important if your organization has a case study. If this isn’t possible, organizations may send a designate when the registered participant is not available to attend.*



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Testimonial – St. Amant

[St. Amant](#) has participated in the Institute several times, specifically related to the development of their Evaluation Office at their organization. They shared:

“The Institute has been an incredibly useful and practical learning opportunity for several staff at St. Amant. In particular, the evaluation plan prepared by the students as part of the case study experience last year offered a framework to guide our Evaluation Office team in assessing our program. The plan highlighted key considerations for conducting a meta-evaluation and proposed strategies for various aspects of the evaluation. We have implemented several of the data collection methods from the case study as part of our monitoring and evaluation of our services. For example, as a result of the case study, we began tracking all evaluation requests received by our office, documenting our process for each evaluation, and recording feedback from program leaders. This data will be used to review our processes and identify areas of strength and opportunities for improvement. Overall, the case study evaluation plan has been a really valuable resource for our team.”

St. Amant’s Case Study is available for reference upon request so potential participants can see firsthand what they can expect as a result of participation in The Summer Institute.

For more information on St. Amant, please visit <https://stamant.ca/>



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Agenda and Format

The Summer Institute presentation highlights the importance of participatory and practical evaluation. Facilitators introduce key evaluation frameworks and guide participants through hands-on exercises that help transform theory into action. Sessions are a mix of informative sessions, workshops, a panel session and group case work. Core topics include:

- Understanding the role of evaluation in program improvement and accountability.
- Designing evaluations that are inclusive and responsive to community needs.
- Developing clear evaluation questions and logic models.
- Using data effectively for learning and decision-making.
- Fostering collaboration between academic and community partners.

Sample Agenda

Day 1 – Introduction to Evaluation Concepts

- Welcome and Orientation
- Introduction to Program Evaluation
- Group Discussion and Team Formation

Day 2 – Developing Logic Models

- Indigenous Ways of Knowing
- Key Components of a Logic Model
- Case Study Work and Group Exercises

Day 3 – Evaluation Questions and Design

- Crafting Effective Evaluation Questions
- Selecting Methods and Approaches

Day 4 – Data Collection and Analysis

- Qualitative and Quantitative Tools
- Group Work and Application to Case Studies

Day 5 – Sharing Findings and Next Steps

- Presentations and Reflections
- Planning for Post-Institute Follow-Up



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Teamwork

Participants will be divided into teams to work collaboratively throughout the week.

Together, they will walk through the process of creating an evaluation framework. At the end of the week, their work is presented to the group, and feedback is offered by fellow participants, facilitators, and members of the organizing committee.

The presentation may include:

- Agency overview
- Program overview
- Logic Model/Theory of Change
- Definition of participants and stakeholders
- Focus of the evaluation including questions and intended use of findings
- Methodology and sample tools
- Timeline and resource considerations

Each team abides by a set of ground rules to ensure a safe, inclusive space. While these are reviewed, adapted and accepted by each team, general guidelines include:

- Accepting that it's OK not to know, both for oneself and others, and to ask questions.
- Listening actively and with respect to team members.
- Monitoring one's own participation in the conversation, stepping up and stepping back where appropriate.
- Ensuring conversations remain confidential—sharing ideas but not specific stories or names.
- Adopting a non-judgmental attitude, assuming good intentions while not ignoring impact.
- Speaking from one's own experiences using "I" statements and not assuming one person's experiences represent an entire group.



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Case Study Submission Form

Organization Name:

Project/Program Name:

1. Program Description

Please provide background information about your organization and project/program.

2. Reason(s) for the Evaluation

Explain why you want or need to evaluate this program, who will use the information, and how the findings will be applied.

Contact Information

Name:

Job Title:

Email:

Phone Number:

To have your case study considered for the Summer Institute in Program Evaluation, please complete this page and return to Javier Mignone at Javier.Mignone@umanitoba.ca

