



POLICY RELATED TO AMOUNT SPENT ON PROGRAM EVALUATION¹

First 5 Ventura County (“The Commission”) will allocate an amount for program evaluation annually in the budget for each fiscal year. The Commission will track expenditures for evaluation and maintain records with respect to the results of the evaluation.

Procedures:

1. Prior to the beginning of each fiscal year, the Commission will approve an annual budget for program evaluation.
2. Expenditures for program evaluation may include maintenance of the evaluation software system, the annual evaluation report, training activities around results accountability and quality assurance, and technical assistance and support.
3. Expenditures related to program evaluation will be tracked in the Commission’s accounting software system. Expenditures and the variance to budget will be reported on monthly.
4. The amount spent by the Commission on evaluation will be in the notes to the financial statements and noted in the management’s discussion and analysis (MD&A).
5. The Commission will conduct an annual evaluation on its overall funding strategies and on its funded programs. Findings and recommendations from the report will be used to guide future funding and strategic planning decisions.

¹ In accordance with Health and Safety Code Section 1350151(b)(7)