



Program Evaluation Policy

1. Policy Statement

The Government of the Northwest Territories (GNWT) shall implement program evaluation practices to ensure program performance is measurable and informs sound resource allocation decisions.

2. Principles

The GNWT will adhere to the following principles when implementing this Policy:

- 2.1. Create an evaluative culture in the GNWT public service where staff value the benefits of program design, monitoring, and evaluation techniques, to improve the development and delivery of programs and services.
- 2.2. Create the objective, reliable, and authoritative data necessary to make evidence-based decisions on monetary and non-monetary resource allocation that considers program evaluation practices.
- 2.3. Ensure the consistent, systematic and value-added application of program design, monitoring, and evaluation on a government-wide basis.
- 2.4. Demonstrate good governance by providing objective evidence as part of transparent decision-making.
- 2.5. Enhance program management by clarifying the purpose, intent and goals of a program, tracking progress towards short, medium, and long-term outcomes and identifying strengths, weaknesses, risks and gaps to allow for improvements and modifications.
- 2.6. Ensure that results from program evaluations are implemented wherever possible to ensure benefits are consistently realized.

3. Scope

This policy applies to all departments, agencies and employees of the Government of the Northwest Territories, except the Northwest Territories Power Corporation.



4. Definitions

Deputy Head – is the Deputy Minister of a department, Superintendent of a divisional education council, Chief Executive Officer or President of a board, authority, agency or a person appointed as deputy head.

Logic Model – means a document describing a program and how it operates including the inputs necessary to make the program work; the actions to be taken by program staff or clients; the outputs that are the direct result of or a product of the actions, and the short, medium, and long term outcomes the program is expected to produce.

Monitoring – means a continuous and ongoing activity, described by a Program Design in combination with good program delivery practice, whereby data and information is collected regularly and consistently from and about a program in active delivery.

Monitoring and Evaluation Framework – means a program design that achieves Results-Based Evaluation.

Performance Measurement Plan – is a document that describes what actions should be taken to make sure a program is achieving the objectives and outcomes identified in the Monitoring and Evaluation Framework.

Performance Measure – is data that is tracked to show whether a program’s objectives and outcomes are being achieved. Performance Measures are typically compared against targets to determine how well a program is performing.

Program – is a government program, project, strategy, service, initiative, or activity, where financial resources have been appropriated to achieve a defined outcome.

Program Design – is a narrative description of a program including, but not limited to, the program theory, public interest or values being served, governance, objectives, operating environment, and other factors that describe what a program is and what it is intended to do combined with a Logic Model and Performance Measurement plan.

Results-Based Evaluation – means the assessment of a Program using a results-based methodology or technique recognized by the Canadian Evaluation Society and/or Treasury Board of Canada, or an organization of equivalent authority.

5. Authority and Accountability

This Policy is issued under the authority of the Financial Management Board (FMB), section 7 of the *Financial Administration Act*. Approval of this policy by FMB further represents a



directive to implement and observe results pursuant to section 10 of the *Financial Administration Act*.

Authority and accountability is further defined as follows:

5.1. General Accountabilities

5.1.1. Ministers

GNWT Ministers are accountable for the implementation of this Policy in their Departments and Agencies.

5.1.2. Deputy Heads

GNWT Deputy Heads are accountable for the administration and implementation of this Policy in their Departments and Agencies.

5.2. Specific Responsibilities

5.2.1. Chair of FMB

- Recommend amendments to this Policy to the FMB.
- Approve an implementation plan for the Policy.

5.2.2. Secretary to FMB

- Develop an implementation plan for the Policy and recommend changes to the plan to the Chair of FMB.
- May issue further guidelines on the application and any matters concerning the operation of this Policy, including the Program Evaluation Requirements described under section 6.
- Provide support, direction, training and advice on the mandate of the Policy and procedural matters.

5.2.3. Deputy Heads

- Ensure appropriate communication of the Policy and accompanying processes.
- Ensure appropriate training is provided.
- Ensure support, development, and promotion of a program evaluation culture.



5.2.4. Directors

- Act as champions to ensure Program Design, Monitoring, and evaluation is implemented in accordance with this Policy.
- Provide strategic and tactical advice on any matter regarding the evaluation function within the GNWT.

6. Program Evaluation Requirements

The Chair of FMB shall implement this Policy to include requirements to which all GNWT departments, public agencies, and other reporting entities will be held. The requirements shall include, at a minimum the following:

- Creation of program evaluation schedules;
- Including program evaluation in funding requests to the FMB;
- Monitoring programs;
- Funding of program evaluation costs;
- Procedures how program evaluations are to be conducted, undertaken and delivered;
- Procedures how evaluation results are to be implemented
- Procedures for resolving disputes with respect to evaluation-related work;
- Establishing program evaluation and compliance standards.

7. Prerogative of the Financial Management Board

Nothing in this Policy may be construed to limit the prerogative of the Financial Management Board to make decisions or take action with respect to accommodation outside the provisions of this Policy.

Chair, Financial Management Board

January 14, 2021

Date