About the Partnership for Public Service PPCE Toolkit:

Below we provide answers to questions you may have about the Toolkit, created in 2024, including our recommendations for how to navigate all the resources we have provided.

- **What is the Partnership's PPCE Toolkit?**
  - The toolkit provides resources to federal agencies interested in designing and evaluating PPCE activities. The toolkit is intended to cover various PPCE approaches and address varying levels of resources and capacity available to the agency.
  - **The toolkit includes:**
    - Actionable and practicable approaches for embedding evaluation in the implementation of new PPCE approaches.
    - Recommendations for valid output and outcome measures, focused on participant demographics, engagement quality, engagement satisfaction, engagement depth, etc.
    - Recommended strategies for collecting and analyzing data, including how to contribute to a shared evidence base to continue to learn and improve over time across the federal government.

- **Where do the resources in the toolkit come from?**
  - We built our resources after our extensive research for our concept paper. We also included our experiences as professional evaluators and evaluation educators with more than 15 years of experience in the field.

- **How do I use the toolkit?**
  - We designed the toolkit to be usable by anyone.
  - The toolkit is flexible to meet the needs of any agency.
  - We suggest you start with the planning document. Here you will have a list of guided questions that will result in a solid PPCE plan if you take the time to answer them.
    - If you have already finished your planning, you can also start in phase IV where you will select a method for engagement. Here you can either consult the Partnership for Public Service PPCE Dashboard or the Partnership for Public Service PPCE Copilot.

- **Why are there two interactive tools (i.e. the Dashboard and the Copilot)?**
  - We designed the interactive tools to meet the needs of the agency. You can use both tools or pick one.
    - If you want a quick answer, or are not able to use AI, the Partnership for Public Service PPCE Dashboard will meet your needs.
    - If you can use AI and may have additional questions around PPCE, the Partnership for Public Service PPCE Copilot will meet your needs.

- **Once I have selected a method, where can I learn more about it?**
  - Please consult our evaluation guides found on our PPCE Toolkit page to learn more about the "what", "why", and "how" for each of the evaluation methods. We also provide information on how to embed the evaluation, as well as a list of potential outputs and outcomes.

  - **Here is a list of the individual guides available to provide more information:**
    - Community Data Presentation
    - Consensus Building
    - Deliberative Planning
    - Focus Groups
      - Agenda Template
      - Tips Template
    - Interviews
      - Interview Template
    - Online Forum
    - Participatory Appraisal
    - Surveys
      - Survey Template
    - Website
    - Youth Empowerment

- **How can I customize the Dashboard or Copilot to meet our agency needs?**
  - Please contact mel@ourpublicservice.org and we will send information on how to customize for your agency needs.

- **Who can I contact if I have more questions?**
  - Please contact mel@ourpublicservice.org