

## Research Capacity Assessment Scoring Framework

COMPETENCY	MEASUREMENT TOOLS	HIGH COMPETENC Y	MEDIUM COMPETENC Y	LOW COMPETENC Y	NO COMPETENC Y
<b>Area I: General Research Knowledge</b>					
<b>Competency 1: Qualitative vs. Quantitative Research</b>	Questionnaire (3 questions)	3/3 correct	2/3 questions correct	1/3 questions correct	no questions correct
<b>Competency 2: Monitoring and</b>	Questionnaire (3 questions; Q1 has 4 parts)	5-6 correct	3-4 correct	1-3 correct	no questions correct
<b>Competency 3: Reliability &amp; Validity</b>	Questionnaire (3 questions)	3-4 correct	2 correct	1 correct	no questions correct
	CV (experience reviewing research tools to ensure that they are valid or reliable) /Qualitative Interview	Experience in this category can boost someone one competency level			
<b>Competency 4:</b>	Questionnaire (3 questions)	3/3 questions correct	2/3 questions correct	1/3 questions correct	no questions correct

	CV (experience summarizing and/or reviewing findings to ensure that they are appropriately generalized) /Qualitative Interview	Experience in this category can boost someone one competency level			
<b>Competency 5: Triangulation</b>	Questionnaire (3 questions)	3/3 questions correct	2/3 questions correct	1/3 questions correct	no questions correct
	CV (experience conducting research projects with multiple data sources) /Qualitative Interview	Experience in this category can boost someone one competency level			

<p><b>Competency 6: Courses &amp; Training OR Experience in Research &amp; Evaluation</b></p>	<p>CV/Qualitative Interview</p>	<p>Has completed PhD coursework work in evaluation and research methods <b>OR</b> holds an MA that focused on social science research methodology <b>OR</b> has experience and/or conducting managing at least 3 evaluation studies</p>	<p>Has taken 1-3 graduate level courses in evaluation and research methods <b>OR</b> 3 or more trainings in research methods <b>OR</b> has been involved in conducting and/or managing 1-3 evaluation studies</p>	<p>Has taken 1-2 trainings in evaluation methods <b>OR</b> has been involved in some— but not all— aspects of an evaluation study</p>	<p>Has no training in evaluation methods and has not previously been involved in an evaluation study</p>
<p><b>Competency 7: Research Ethics</b></p>	<p>Competency Questionnaire (5 questions)</p>	<p>4/5 questions correct</p>	<p>3/5 questions correct</p>	<p>1/5 questions correct</p>	<p>no questions correct</p>
	<p>CV/Qualitative Interview</p>	<p>Passing an IRB exam can boost someone one competency level</p>			
<p><b>Area III: Research Project Development/Commissioning a Research Project</b></p>					

<b>Competency 8: Key Steps in the Research/Evaluation Process</b>	Competency Questionnaire (3 questions; Q1 involves ordering the steps)	9/12 questions correct (including ordering all steps correctly)	6/12 questions correct (including ordering almost all steps correctly)	4/12 questions correct (including getting the starting and ending steps correct)	no questions correct
	CV/Qualitative Interview	Demonstrated experience designing/commissioning a project	Has helped design/commission a research project	Has limited experience applying that knowledge	
<b>Competency 9: Assumptions in Evidence</b>	Competency Questionnaire (3 questions; Q3 has 3 parts)	4-5 correct	3 correct	1-2 correct	0 correct
	Research Proposal Mini-Project (Q11) - 5 points	4-5 points	3 points	1-2 points	0 points
<b>Competency 10: Translating Policy Questions into Research Questions</b>	Competency Questionnaire (3 questions; Q1 has 3 parts)	All questions correct	2/3 questions correct (including at least 2 correct on Q1)	1/3 questions correct (including at least 1 correct on Q1)	no questions correct
<b>Competency 11: Synthesizing a Literature Review</b>	Research Proposal Mini-Project (Q6, 7, 8, 9, 10) - 20 points	16-20 points	10-15 points	6-9 points	0-5 points
<b>Competency 12: Applying Research Designs</b>	Competency Questionnaire (4 Questions; Q3 has 5 parts)	6/8 questions correct (including at least 3/5 on Q3)	4/8 questions correct (including at least 2/5 on Q3)	2/8 questions correct (including at least 1/5 on Q3)	no questions correct
	Research Proposal Mini-Project (Q 21, 22, 23, 24, 25, 26)	16 - 20 points	10 - 15 points	4 - 9 points	0 - 3 points

<b>Competency 13: Selecting Data Collection Tools</b>	Competency Questionnaire (3 questions; Q1 has 4 parts)	5/6 questions correct (including 4/4 on Q1)	4/6 questions correct (including 3/4 on Q1)	2/6 questions correct (including 1/4 on Q1)	no questions correct
	Research Proposal Mini-Project (Q27, 28, 29, 30, 31)	15-19 points	10 - 14 points	4 - 9 points	0 - 3 points
<b>Competency 14: Developing a Research Proposal</b>	Research Proposal Mini-Project (149 points)	120 - 149 points	75 - 119 points	30 - 74 points	0 - 29 points
<b>Competency 15: Developing a Research Timetable</b>	Research Proposal Mini-Project (Q38, 29, 40) - 8 points	7 - 8 points	4 - 6 points	2 - 3 points	0 - 1 points
<b>Competency 16: Developing Manuals &amp; Guidelines</b>	CV/Qualitative Interview	Able to develop a quality manual or guideline for assessment Research and ToR proposal, Inception Report, and is able to train other and use the guideline.	Understands what needs to be the outline and content of the manual and guideline, but is unable to develop it	Able to use manual or guideline for assessment Research and ToR proposal, Inception Report, but cannot develop	Unable to use prepared manual and guidelines properly.
<b>Area IV: Measurement &amp; Tools</b>					
<b>Competency 17: Theory of Change</b>	Competency Questionnaire (4 Questions; Q4 should have 5 TOC components)	3-4 correct (including at least 3/5 components of the TOC)	2 correct (including at least 2/5 components of the TOC)	1/4 correct (including at least 1 component of the TOC)	no questions correct
	Research Proposal Mini-Project (Q12-20) - 28 points	22-28 points	14 - 21 points	8-13 points	0-7 points

<b>Competency 18: Developing Indicators</b>	Competency Questionnaire (3 Questions; Q3 should have one indicator for each of 4 TOC components--excluding "need")	3/3 correct (including at least 3/4 indicators for TOC)	2/3 correct (including at least 2/4 indicators for TOC)	1/3 correct (does not need to include any TOC indicators)	no questions correct
<b>Competency 19: Developing Data Collection Tools</b>	Competency Questionnaire (7 questions; Q1 has 3 parts and Q4 has 5 parts)	11/14 correct	7/14 correct	4/14 correct	0-3 correct
	CV/Qualitative Interview	Has experience developing a wide range of qualitative and quantitative data tools	Has experience developing 1-2 types of data collection tools	Has supported the development of data collection tools	No experience developing data collection tools
<b>Competency 20: Conducting Data Collection</b>	Competency Questionnaire (3 questions)	3/3 correct	2/3 correct	1/3 correct	no questions correct

	CV/Qualitative Interview	Experience conducting qualitative and quantitative data collection on 2-3 or more research projects for the length of the project	Experience conducting data collection on 1 research project for the full project	Experience collecting data on 1 research project for part of the project	No experience collecting data
<b>Competency 21: Sampling Strategies</b>	Competency Questionnaire (4 questions)	4/4 questions correct	2/4 questions correct	1/4 questions correct	no questions correct
	Research Proposal Mini-Project (Q32-33) - 10 points	8 - 10 points	5 - 7 points	2 - 4 points	0 - 1 points
<b>Competency 22: Managing Data Collection</b>	CV/Qualitative Interview	Has managed 2-3 sets of data collection from start to finish and effectively addressed problems that arose	Has managed aspects of 1-2 sets of data collection, effectively addressing problems that arose	Has supported data collection management, but has not managed it directly	No experience managing data collection
<b>Competency 23: Database Development</b>	Competency Questionnaire (5 questions)	4-5 correct	3 Correct	1-2 correct	no questions correct
	CV/Qualitative Interview	Has successfully developed at least one complex database (e.g. one that has linked multiple levels of data)	Has successfully developed a simple database (one level of data)	Has supported the development of a database	Has never been involved in database development

<b>Competency 24: Data Entry</b>	Competency Questionnaire (3 Questions)	3/3 questions correct	2/3 questions correct	1/3 questions correct	no questions correct
	CV/Qualitative Interview	Has successfully entered data into a complex database	Has successfully entered data into a simple database	Has entered data into a database, but with some problems (e.g. mixing numbers and strings; typos)	Has never been involved in data entry
<b>Competency 25: Transcription</b>	Competency Questionnaire (3 Questions)	3/3 questions correct	2/3 questions correct	1/3 questions correct	no questions correct
	CV/Qualitative Interview	Has completed transcription of at least 10 interviews with almost no problems (without typos, without missing words, etc.)	Has completed transcription of 5-10 interviews with small problems like typos	Has completed transcription of 1-5 interviews, but had major problems	Has never been involved in transcription
<b>Competency 26: Data Quality Assurance</b>	Competency Questionnaire (3 Questions)	3/3 questions correct	2/3 questions correct	1/3 questions correct	no questions correct
	CV/Qualitative Interview	Has been successfully responsible for data quality assurance in at least two research projects	Has been responsible for data quality assurance in one research project, with some difficulty	Has supported data quality assurance on a research project	Has never been involved in data quality assurance
<b>Area VII: Design and Perform Data Analysis</b>					



<b>Competency 27: Quantitative Data Preparation</b>	Competency Questionnaire (3 Questions)	3/3 questions correct	2/3 questions correct	1/3 questions correct	no questions correct
	CV/Qualitative Interview	Has been successfully responsible for preparing quantitative data for analysis	Has been responsible for preparing quantitative data for analysis, but has had some difficulty	Has supported quantitative data preparation	Has never been involved in quantitative data preparation
<b>Competency 28: Statistical Analysis</b>	Competency Questionnaire (7 questions; Q7 has 4 parts)	8/10 correct	5/10 correct	3/10 correct	0-2 correct
	CV/Qualitative Interview	Has successfully completed statistical analysis for a research project	Has completed statistical analysis for a research project, but with some difficulty	Has supported statistical analysis for a research project	Has never been involved in statistical analysis
<b>Competency 29: Quantitative Data Analysis Software</b>	CV/Qualitative Interview	Able to perform advanced analyses with at least one quantitative data analysis software	Ability to use at least one quantitative data analysis software or excel to extract descriptive statistics	Has reviewed at least one quantitative data analysis software, but has not used it for conducting analysis	No experience or knowledge of quantitative data analysis software
<b>Competency 30: Coding Qualitative Data</b>	Competency Questionnaire (3 questions)	5/7 correct	3/7 correct	2/7 correct	no questions correct

	CV/Qualitative Interview	Has managed the coding of qualitative data, including developing codes and successfully ensuring intercoder reliability	Has participated in a project coding qualitative data, successfully adhering to a codebook	Is familiar with the principles of qualitative coding, but has never been involved in it	No experience with qualitative coding
<b>Competency 31: Qualitative Data Software</b>	CV/Qualitative Interview	Is able to use at least one qualitative analysis software to code qualitative research project without guidance, or to code by hand	Is able to use at least one qualitative analysis software to code qualitative research project with guidance	Has reviewed at least one qualitative analysis software, but has not used it for qualitative data analysis	No experience or knowledge of qualitative data analysis software
<b>Area VIII: Report</b>					
<b>Competency 32: Presenting Quantitative Data</b>	Communicating Findings Mini-Project (Q1-5, 10) - 13 points	10-13 points	6-9 points	4 - 5 points	0-3 points
<b>Competency 33: Presenting Qualitative Data</b>	Communicating Findings Mini-Project (Q11) (3 points)	3 points	2 points	1 points	0 points
<b>Competency 34: Interpreting Findings</b>	Communicating Findings Mini-Project (Q6-15, 19) - 38 points	30-38 points	19-29 points	11-18 points	0-10 points
<b>Competency 35: Translating Findings into Policy Recommendations</b>	Communicating Findings Mini-Project (Q16, 17) - 10 points	8 - 10 points	5 - 7 points	2 - 4 points	0 - 1 points
<b>Areas IX: Research and</b>					

<b>Evaluation Project Assessment/Review</b>					
<b>Competency 36: Assessing Research Findings</b>	Research Report Assessment Mini-Project (24 points)	19 - 24 points	12 - 18 points	5 - 13 points	0 - 4 points
<b>Competency 37: Assessing an Evaluation TOR</b>	TOR Assessment Mini-Project	The assessment taker identifies five of the six key content information components as missing correctly.	The assessment taker identifies three or four of the six key content information components as missing correctly.	The assessment taker identifies less than three but more than zero of the six key content information components as missing correctly.	The assessment taker is unable to identify any key piece of information as missing correctly.
<b>Competency 38: Assessing an Evaluation Proposal</b>	Research Proposal Mini-Project (Q6-10)	16-20 points	10-15 points	5-9 points	0-5 points
<b>Competency 39: Assessing an Inception Report</b>	Inception Report Mini-Project	24-30 points	15-23 points	6-14 points	0-5 points
<b>Competency 40: Assessing a Research Report</b>	Research Report Assessment Mini-Project (24 points)	19-24 points	12-18 points	5-13 points	0-4 points