

Interview guide: agricultural RD&I institutions

Description: This interview guide was designed to gather insights from evaluators and RD&I evaluators and managers on how impact evaluation results are used to support management and strategic planning within agricultural research institutions.

1. Can you explain how impact evaluation is conducted within your organization, please?
 - a. why Impact Evaluation is conducted
 - b. what is evaluated
 - c. who are the professionals involved
 - d. when it occurs
 - e. which are the main dimensions investigated
2. Is there prior planning for the evaluation? If yes, how is it conducted?
3. Is the evaluation process integrated into the R&D management context in your institution?
 - a. If yes, how does this occur?
4. Do the results of ex post evaluations, especially impact evaluations, influence the strategic planning of R&D in your institution?
 - a. If yes, how?
5. Are there challenges in integrating the results of ex post evaluations into the strategic planning of the institution?
 - a. If yes, what are they? If not, how is this integration currently organized?
6. Does the evaluation team in your institution participate in decision-making fronts or internal councils that decide on new research or other actions, for example?
 - a. If yes, which ones and how does this occur?
 - b. If not, how do you evaluate the lack of participation?
7. Do researchers in your institution use the results from the evidence recorded in evaluation reports prepared by your team?
 - a. Is there any reward for researchers who incorporate evaluation results into their research?
8. In your opinion, who is responsible for the use of evaluation results?
9. How does the institution collect and incorporate feedback (internal or external) into ex post evaluations?
10. Before conducting the evaluation, is there a mapping of potential users of that evaluation?
11. Is there any aspect that needs to be integrated into the evaluation context of your institution?
 - a. What would it be?
12. What are the main strengths of the evaluative process in your institution?
13. What are the main weaknesses of the evaluative process in your institution?
14. Is the evaluation process in your institution well documented?
 - a. Are there guiding documents about the evaluation?
 - b. What are they?
15. Is there a management system to record and move information/documents about the evaluation?

