

Evaluation Plan Components

Intervention Name

1

Describe
Your
Intervention

Overall Intervention Goal:

Major Components of the Intervention:

Logic Model *[insert here or see attached]*

2

Define Your Evaluation

Stakeholders:

Evaluation Purpose(s) (General)

Overview of Purpose: Who will use the evaluation findings and for what purpose or use [Note: there can be multiple purpose(s) and user(s)]

Evaluation Focus

What parts of the program will be part of the evaluation?

Process (which inputs, activities, and outputs)

Outcomes (which short term, intermediate, and long term)

Specific Evaluation Questions

- 1.
- 2.
- 3.
- 4.

- 1.
- 2.
- 3.
- 4.

Indicators (tracking measure) for Each Question

- 1.
- 2.
- 3.
- 4.

- 1.
- 2.
- 3.
- 4.

3

**Collect
Data**

Process

Outcome

**Evaluation Question(s) and/or
Indicators :**

Same as above

**Data Collection Source(s) and
Methods:**

Sample Population:

**Evaluation Question(s)
and/or Indicators:**

Same as above

**Data Collection Source(s)
and Methods:**

Sample Population:

4

Analyze and Interpret Data

Process

Outcome

Evaluation Question(s) and Indicator(s):

Same as step 2

Analysis Strategy:

Evaluation Question(s) and Indicator(s):

Same as step 2

Analysis Strategy:

5

Report Findings

Process

Outcome

Report Audience:

Report Audience:

Report Goal(s):

Report Goal(s):

Report Type:

Report Type:

Annual Action Plan Components	Shared Objective	Data Source(s)
Intervention Goal Area(s) addressed:		
5-Year Long-Term Outcome Objective(s)		
Intermediate Outcome Objective(s)		
Annual (Process) Objective(s) for the First Budget Year		

Rationale for Annual Objectives:

Activities: Provide up to 4 High Level activities per annual objective that will lead to achievement of the objective by the end of the current budget year.

Activities:	Target Date	Funding Sources	Lead Person