

## CES 2008 Evaluation Management Plan Worksheet



**I. PLANNED PROGRAM NAME:** \_\_\_\_\_

**II. Program Goal:** \_\_\_\_\_

**III. Short-Term Outcome:**

INDICATOR(s) (what)	METHOD (how)	SOURCE (collection from)	ROLES (who collects)	DATA COLLECTION (when)	REPORTING (where, who & when)
1.					
2.					
3.					
4.					

**IV. Evaluation instruments used?** \_\_\_\_\_

**V. Evaluation Methods Used:**

Survey     
  Interview     
  Observation     
  Tests     
  Focus Group     
  Document Review  
 Journal/Log     
  Photo/Video     
  Testimonial     
  Case Study     
  Other \_\_\_\_\_

**VI. Medium-Term Outcome:**

INDICATOR(s) (what)	METHOD (how)	SOURCE (collection from)	ROLES (who collects)	DATA COLLECTION (when)	REPORTING (where, who & when)
1.					
2.					
3.					
4.					

**VII. Evaluation instruments used?** \_\_\_\_\_

**VIII. Evaluation Methods Used:**

Survey       Interview       Observation       Tests       Focus Group       Document Review

Journal/Log       Photo/Video       Testimonial       Case Study       Other \_\_\_\_\_

**IX. Long-Term Outcome:**

INDICATOR(s) (what)	METHOD (how)	SOURCE (collection from)	ROLES (who collects)	DATA COLLECTION (when)	REPORTING (where, who & when)
1.					
2.					
3.					
4.					

**X. Evaluation instruments used?** \_\_\_\_\_

**XI. Evaluation Methods Used:**

Survey       Interview       Observation       Tests       Focus Group       Document Review

Journal/Log       Photo/Video       Testimonial       Case Study       Other \_\_\_\_\_

**XII. Analysis of the data:**

Quantitative Methods: \_\_\_\_\_  
Person(s) responsible: \_\_\_\_\_  
Qualitative Methods: \_\_\_\_\_  
Person(s) responsible: \_\_\_\_\_

**Dissemination of evaluation to:** \_\_\_\_\_