

RESOURCES

Phase III: Stable, but Not Static



Activity 17: Partnership and Evaluation Plan Template

Prerequisites

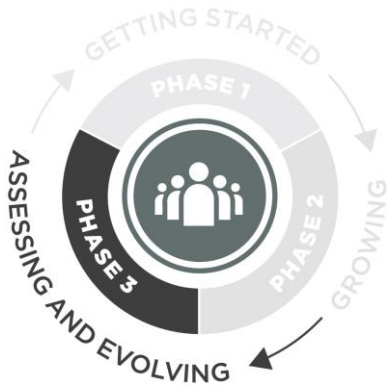
Completion of Activity: Developing an Evaluation Plan for Alliances and Partnerships

Who Should Participate?

Program leadership
(strategic thinkers)

Activity Instructions

Edit the plan template below to include the outcomes of Activity: Evaluation Plan for Partners.



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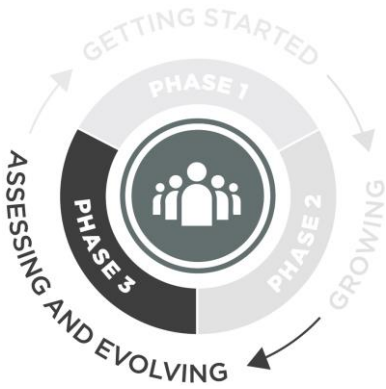
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Activity 17: Partnership and Evaluation Plan Template

Partnership and Alliance Evaluation Plan Template

1. Purpose and Scope
2. Key Information Needs
3. Data Collection, Processing, and Analysis
4. Reflection / Decision-Making
5. Communication and Reporting Plan
6. Implementation Plan



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Activity 17: Partnership and Evaluation Plan Template

RACI Matrix Example

Key:

- R: Responsible - who is doing the work?
- A: Accountable - who is signing off on the work?
- C: Consulted - who is providing opinions/assistance?
- I: Informed - who needs to be kept up-to-date on progress?

Task List	Person 1	Person 2	Person 3	Person 4
Scheduling and Project Coordination	R	C		I
Data collection Task 1		R	C	I
Data collection Task 2		R	C	I
Data collection Task 3		C	R	I
Data analysis Task 1	R	C		I
Etc.				I