

RESOURCES

Phase III: Stable, but Not Static



Activity: Partnership and Evaluation Plan Template

Prerequisites

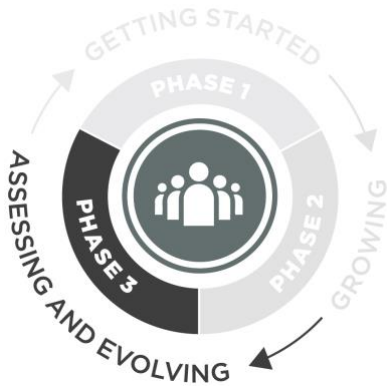
Completion of Activity:
Developing an Evaluation
Plan for Alliances and
Partnerships

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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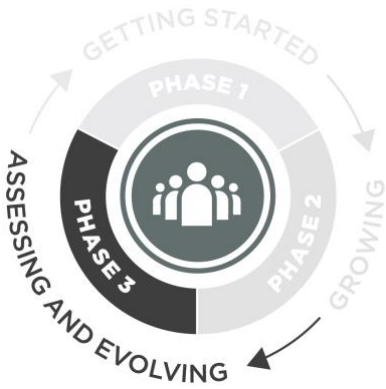
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Activity: Partnership and Evaluation Plan Template

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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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 |