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.
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
**RESOURCES**

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**Activity: 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?

<table>
<thead>
<tr>
<th>Task List</th>
<th>Person 1</th>
<th>Person 2</th>
<th>Person 3</th>
<th>Person 4</th>
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<tbody>
<tr>
<td>Scheduling and Project Coordination</td>
<td>R</td>
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<td>I</td>
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<tr>
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<tr>
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