

new client onboarding packet

evaluation plan worksheet

Evaluation Question	Indicator/ Performance Measure	Method & Source	How often will you collect the data?	Who has the data?
Typically an outcome (long, intermediate or short term) as indicated on the logic model	What are you using to measure the community outcome	What is the method i.e. survey and the name or source of the survey	Typically, monthly, quarterly, annually, biennially	The person or group that controls or houses the data

Adapted from: Developing an Effective Evaluation Plan. Atlanta, Georgia: Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion, Office on Smoking and Health; Division of Nutrition, Physical Activity, and Obesity, 2011.