

The background image shows a large, modern university building with a light-colored facade and many windows. Several palm trees are scattered around the building. In the foreground, a paved walkway is filled with people, likely students, walking in various directions. The scene is brightly lit, suggesting a sunny day.

M&E Workshop Rabat, 2016

Evaluation Plan Template

[Name of institution]

[country]

General information

- Name of program:
- Implementation period:
- Geographic coverage:
- Number of beneficiaries:
- Target group:

Results chain (1): Project components / activities

- ...
- ...
- ...

Results chain (2): Outcomes

- ...
- ...
- ...

Key policy and operational questions/challenges for your institution

- ...

Research/evaluation questions to be answered for this specific program

- ...
- ...
- ...

Evaluation design

- Type of Monitoring or Evaluation to be conducted:
 - ...
 - ...
- Data collection instruments to be used (quantitative and/or qualitative):
 - ...
 - ...
- Sampling strategy:
 - ...
 - ...
- Timing and responsibilities:

Evaluation design: Impact evaluation (delete slide if not applicable)

- Method:
 - ...
 - ...
- Identification strategy of comparison group (e.g. refer to selection process of beneficiaries):
 - ...
 - ...
- Sample size treatment group:
 - ...
- Sample size comparison group:
 - ...

Timeline of evaluation

For instance:

- MM/YYYY: Registration of candidates
- MM/YYYY: Baseline survey (if applicable)
- MM/YYYY: Start of activities
- MM/YYYY: Mid-line survey
- MM/YYYY: End of activities
- MM/YYYY: Follow-up survey
- MM/YYYY: Analysis
- ...