**Evaluation Checklist**

| Evaluation Questions:   1. What do you want to know? 2. Is it a question about the process/implementation of your program? 3. Is it a question about the impact of your program? 4. Where do these questions fit in terms of your program logic model? | Stakeholders:   1. Who are the program’s participants? 2. Whose needs does the program seek to meet? 3. Who/which groups will benefit from the program? Directly and indirectly? 4. Who else is involved in the program? | Indicators:   1. How will you know if the program has been successful in relation to the evaluation question? 2. Use your logic model to help you develop indicators. | Data Sources:   1. What types of data will help you answer your evaluation question and provide evidence about whether your indicator(s) has been met? 2. Think about a range of data sources:  * Monitoring data including attendance rates, demographic information * Quantitative data from surveys * Qualitative data from interviews, focus groups * Documentary data from annual reports, case notes, student progress reports, student work/output  1. Look at your list of key stakeholders when thinking about data sources and think about the range of information and opinions that would be relevant to explore and document. |
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| Key Evaluation Question 1  Key Evaluation Question 2  Key Evaluation Question 3 |  |  |  |