

Step 8 Task Checklist	Check √
8.1 Transfer the program goals, objectives, activities and indicators from the program's Research and Evaluation Plan to the reporting Template E.	
8.2 Place a description the results of the evaluation conducted under the appropriate heading of Outcome, Impact or Process Evaluation Results .	
8.3 List any reasons for adaptations made to the Research and Evaluation Plan and any Implementation Challenges and opportunities that arose throughout the evaluation process.	
8.4 As an overall summary, review the Key research and Evaluation Questions and evaluation findings in terms of what this means for program effectiveness and achievement of program goals and objectives and make recommendations for future program development or evaluation methods.	
8.5 Under Dissemination of lessons learnt describe how the evaluation findings and recommendations were disseminated.	
8.6 Submit Template E to CDPD along with any additional documentation to describe and justify research and evaluation methods, results and recommendations.	
8.7 CDPD to provide feedback to NfP within agreed timelines.	
8.8 Organise collaborative discussion with CDPD of research and evaluation results to achieve improvement in the program and appropriate dissemination of findings.	