



# APPS4CARERS EVALUATION PLAN

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**Kick-Off Meeting**

**Limassol, Cyprus , 29-30 November  
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# PURPOSE:

- The main purpose of the **EVALUATION WORKSTREAM** is to examine the implementation of the project and to determine whether it is operating as planned.
- Central to Evaluation is the concept of **LEARNING**, that is making adjustments during the project cycle in response to ongoing events, taking account of past experience, and building (self) evaluation capacities.

# FEATURES OF THE EVALUATION

Focused on project **PROCESS** and **PROGRESS**:

**PROCESS:** Evaluation of the needs, objectives, results, utility and sustainability of the project.

**PROGRESS:** Evaluation according to the stages of the project.

- Performed throughout the project life-time (differently than in a Summative approach).
- Providing ongoing input for short-term adjustments.

# EVALUATION TIMELINE

[illegible]

# PROCESS EVALUATION

# DESCRIPTION & METHODS

## DESCRIPTION:

It is focused on assessment of the consortium's ability to work together during real-time meetings

## WHO:

All partners

## WHEN:

Evaluation of the process will be carried out after each transnational meeting

## HOW :

Each Partner will be asked to fulfil a questionnaire to evaluate the efficiency of each partnership meeting



# MEETING EVALUATION QUESTIONNAIRE

- The questionnaire is aimed at gaining a comprehensive evaluation of project meetings.
- It is composed of 2 parts:

A **quantitative section**, including 21 items to be evaluated by Likert scale

A **qualitative section**, including 4 open-ended questions

# QUESTIONNAIRE: QUANTITATIVE SECTION

## Organisation and meeting facilities:

- logistics and preparatory work

## Contents and Communication among Partners:

- quality of contents and communication flow among Partners

## Coordination and Management:

- meeting management and completeness of information provided

## Summary Evaluation:

- meeting's goal achievement



# QUESTIONNAIRE: QUALITATIVE SECTION

- Three open-ended questions aimed at collecting in-depth responses concerning project meeting as learning process.
- Participants will be asked to express their views about:
  - lesson learned,
  - needs of improvement,
  - any critical issues related to the project.
- In addition, a final field for any other comments or suggestions is provided.

# PROGRESS EVALUATION

# DESCRIPTION & METHODS

## **DESCRIPTION:**

Progress will be evaluated against the planned outputs and the expected results

## **WHO:**

INRCA, with the support of partners

## **WHEN:**

asynchronously, every six months

## **HOW:**

A table of outputs and indicators will be developed to this purpose

# DATA ANALYSIS AND FEEDBACK

- **Short reports** including main results and recommendations for the improvement of future activities will be prepared and circulated after each Evaluation survey.
- INRCA will be in charge to gather this data and to process them into a **Final Evaluation Report** (expected at Month 24).

# THE END

THANK YOU FOR LISTENING