

Outcomes Data Collection Plan for Program/Project X

Data Collection Timeframe

OUTCOMES TO MEASURE (results attributable to the program/project)	WHAT DATA ARE REQUIRED + WHO WILL PROVIDE IT? (Data elements required to measure the outcomes and who will provide the data elements)	INDICATORS (measures to track success toward outcome)	HOW WILL DATA BE COLLECTED? (Type of data collection method that will be used)	TIMING & FREQUENCY OF DATA COLLECTION (When the outcome data will be collected)	WHO WILL COLLECT THE DATA? (Who will be responsible for collecting the data)	WHAT DO DATA COLLECTORS NEED TO KNOW AND DO? (Steps that will be taken to implement data collection)	HOW WILL THE DATA COLLECTION PROCESS BE MONITORED AND MANAGED? (Who will monitor the data collection process for quality and consistency and how will they do so)
SHORT-TERM OUTCOMES (specify timeframe expect to achieve STO)							
INTERMEDIATE OUTCOMES (specify timeframe expect to achieve IO)							
LONG-TERM OUTCOME (specify timeframe expect to achieve LTO)							