

# Process Evaluation

## SAMPLE PROCESS EVALUATION QUESTIONS

- 1) How are resources allocated and used to implement activities? For example: staff hours, skills, experience, and training required; budget required; accuracy of planned allocation.
- 2) How is the workplan implemented? For example: consistency (comparison of actual activity to planned activity, accuracy of original timeline, degree of adaptation required for each activity); participation rates in key services/activities; attitudes regarding participation in key services/activities; perceived quality of workplan implementation.
- 3) What obstacles or barriers were encountered as each activity was implemented?
- 4) How did any broad changes in the community change the context in which activities were implemented?
- 5) How are preliminary evaluation findings used to improve implementation of activities throughout the project?