



Evaluation Report

Introduction

- Provide a brief outline of your project including why you wanted to do it. You can use information from your project plan if one was developed.
- Include the original goal and objectives.

Method:

- Provide a brief description of how you went about your projects. This includes your strategies. For example, teachers used lesson plans from Refresh ED to teach students about the importance of healthy eating.
- You should also include a copy of your action plan and your budget.

Results:

- Identify whether your strategies worked using the data you collected.
- For example, 4 teachers delivered healthy eating lessons to 60 students. Changes can be observed, for example you might hear students discussing who has the healthiest lunchbox at lunch time.
- What happened as a result of activities conducted as part of the grant? Provide any feedback received from parents, students or others.

Conclusion:

- This is where you identify whether your project was successful or not. You might also like to expand on this to include what factors helped to achieve your goals, challenges that you faced, and what improvements you would make for next time.

Supporting Documents

- Photos, graphs, examples of diaries or lesson plans, and other information like this can be attached or included as appendices in your report to make it more interesting for readers.

Notes
