

CLASS Trip Evaluation - Partners

CLASS ASSESSMENT EVALUATION

In an effort to further refine the CLASS Framework and strengthen future assessments, [the funding agency] seeks your feedback on the CLASS Assessment process. Your input is valued and appreciated.

Question 1.

Name of Your Organization:

Required.

Question 2.

Today's Date:

Required.

Question 3.

Location (e.g., Zambia) and dates of assessment (eg., 10-17 Sept 2009):

Required.

Question 4.

PRE-ASSESSMENT PLANNING: Please rate the following elements:

	Very Effective	Effective	Neutral	Ineffective	Very Ineffective	Not Applicable
Overall communications regarding the assessment was:						

	Very Effective	Effective	Neutral	Ineffective	Very Ineffective	Not Applicable
Specifically, communications regarding:						
a. The purpose and expected outcomes of the assessment.						
b. The methodology and tools used during the assessment.						
c. [Funding agency] expectations for your organization's involvement in the assessment.						
d. Methods (conference calls, e-mails, assessment guide, and etc.) used to plan and coordinate with your organization.						

Question 5.

Comments or suggestions:

Question 6.

Please rate the following elements according to the following scale:

	Very Effective	Effective	Neutral	Ineffective	Very Ineffective	Not Applicable
Funding agency's overall efforts to collaboratively plan the assessment with your organization. Specifically:						
a. Identifying priority assessment needs						
b. Selecting sites						
c. Determining the assessment schedule						
d. Coordinating logistics						

Question 7.

Comments or suggestions:



Question 8.

How do you rate the overall pre-assessment planning process?

<input type="radio"/>	Very Effective
<input type="radio"/>	Effective
<input type="radio"/>	Neutral
<input type="radio"/>	Ineffective
<input type="radio"/>	Very Ineffective
<input type="radio"/>	Not applicable

Question 9.

Which areas of the pre-assessment planning worked well?



Question 10.

What are ways in which the pre-assessment planning and coordination can be improved?



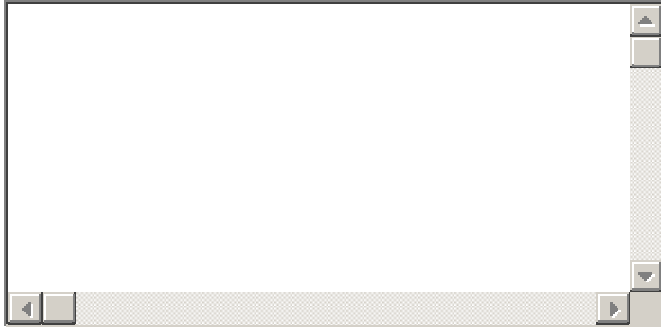
Question 11.

ASSESSMENT: For each of the following statements, please indicate whether you: Strongly Agree, Somewhat Agree, are Neutral, Disagree, Strongly Disagree or whether the item is Not applicable to you.

	Strongly Agree	Somewhat Agree	Neutral	Disagree	Strongly Disagree	Not Applicable
This assessment was useful for my organization.						
a. The introductory meetings were helpful for outlining the purpose of the visit and introducing the CIASS team.						
b. There was effective communication and coordination between the funding agency and your organization during the assessment.						
c. There was enough time allotted to discuss significant program-related findings, issues, and challenges with the Assessment Team.						
d. The final debriefing meeting was effective in presenting the findings and recommendations from the assessment.						

Question 12.

How has this assessment been helpful for you/your organization?



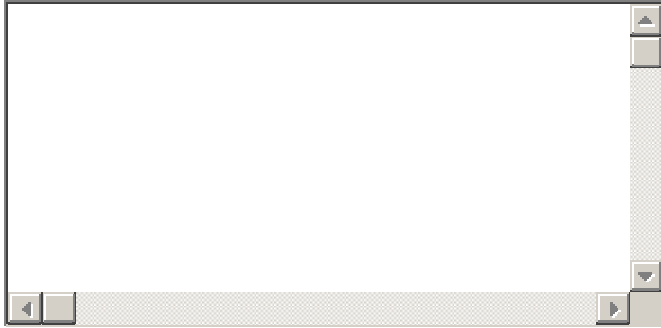
Question 13.

Please indicate your level of agreement with each of the following statements?:

	Strongly Agree	Somewhat Agree	Neutral	Disagree	Strongly Disagree	Not Applicable
The assessment team was effective in meeting the needs for this assessment.						
a. The level of expertise in the assessment team was satisfactory.						
b. The assessment team conducted themselves professionally.						
c. The assessment team created a good rapport with partners and sites.						
d. The assessment team was respectful to partners and sites.						
e. The assessment team provided immediate technical assistance.						
f. The technical assistance provided by the CIASS team was useful and appropriate.						

Question 14.

Comments or suggestions:



Question 15.

Please indicate your level of agreement with each of the following statements:

	Strongly Agree	Somewhat Agree	Neutral	Disagree	Strongly Disagree	Not Applicable
The assessment was successful in achieving its objectives.						
a. The CLASS tools (administrative, financial, and training) were effective to meeting the objectives of this assessment.						
b. The CLASS assessment methods (entrance and exit meetings, interviews, document review, etc.) were effective to meeting the objectives of the assessment.						

Question 16.

What were the strengths of this assessment?

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Question 17.

What are ways that this assessment could have been improved?

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Question 18.

Additional comments to [funding agency]:

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Thank you for your feedback.

Questions or Comments?

Contact [name] at [\[e-mail address\]](#)