

# Project Evaluation Template

GW Form Sections	Please provide answers to the question based on the materials provided and the inputs of the project	Rating (1 - 5)	Comment (highlight concerns or qualities)
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<b>Executive Summary of the Evaluation</b>
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<b>Name of Project:</b>	<b>Name of Evaluator:</b>
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<b>Evaluation Summary</b>
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- ...
- ...
- ...

<b>Project Evaluation Overview:</b>	<b>Comment</b> (highlight concerns, qualities, and opportunities for GW support)	<b>Rating (1 - 5)</b> 1 - Significant scope for improvement 2 - Fair 3 - Good 4 - Above average 5 - Exceptional
<i>Impact</i>		
<i>Organisation</i>		
<i>Governance</i>		
<i>Financial Model</i>		
<i>Innovation and sustainability</i>		

<b>Recommendations (select one)</b>
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- a) GW can support the project
- b) GW can support the project if the below questions/issues are clarified
- c) GW cannot support the project because

<b>If (b), further due diligence is required in the following areas:</b>
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- ...
- ...

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The Project			
<b>Mission of the organisation</b> a) How does the organization's mission fit in with GW's mission?			
<b>Objective of the project</b> <ul style="list-style-type: none"> <li>• What are the objectives of the project?</li> <li>• How do they fit with GW mission?</li> </ul>			
<b>Problem the project aims to address</b> <ul style="list-style-type: none"> <li>• Describe the problem the aims to address.</li> <li>• How relevant is this problem based on context (socio-political, economic and cultural, religious, etc.)</li> </ul>			
<b>The Strategy</b> <ul style="list-style-type: none"> <li>• Describe the strategy used to achieve this.</li> <li>• Does the strategy match the objectives of the project above?</li> <li>• Is the strategy addressing systemic elements of the problem?</li> </ul>			
<b>Stakeholders/Collaboration</b> <ul style="list-style-type: none"> <li>• Which other actors are working to address this problem?</li> <li>• Is your project collaborating with other public/private actor to deliver the project?</li> </ul>			

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Impact			
<b>Beneficiaries</b> <ul style="list-style-type: none"> <li>• Who benefits from the project?</li> <li>• Are women and girls the main focus?</li> </ul>			
<b>Scope of the project</b> <ul style="list-style-type: none"> <li>• How many direct and indirect beneficiaries are expected to be reached by the project?</li> <li>• What is the cost of service provision (total project budget/number beneficiary)?</li> <li>• Does that sound reasonable?</li> </ul>			
<b>Products/services being delivered</b> <ul style="list-style-type: none"> <li>• What are the services/products delivered?</li> <li>• How will they improve the situation for beneficiaries?</li> <li>• Are they filling a current gap?</li> <li>• Are they providing transition support or acting as a permanent fix to the problem?</li> </ul>			
<b>Theory of Change</b> <ul style="list-style-type: none"> <li>• What is the change your project aims to achieve in the short term and long term?</li> <li>• Is this is “time-limited” project?</li> <li>• Is there an exit plan?</li> <li>• What is the duration of the project?</li> <li>• How long will the project work</li> </ul>			

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<p>with each beneficiary?</p> <ul style="list-style-type: none"> <li>How will your project/ intervention lead to the change you want to see?</li> </ul>			
<p><b>Monitoring and Evaluation</b></p> <ul style="list-style-type: none"> <li>Is there evidence that the project is collecting data beyond anecdotes and stories? (e.g. log frame, M&amp;E plan, KPIs)</li> <li>Is the organization able to differentiate between outcomes and impact?</li> </ul>			
<b>Leadership</b>			
<p><b>Management team</b> List key management positions: Name(s): Role(s): Qualifications/relevant experience: Position held in org since (mm/yy)</p> <p>From the information available:</p> <ul style="list-style-type: none"> <li>Is the management team qualified to run the organization?</li> <li>What percentage of project budget goes to administration?</li> </ul>			
<b>Governance</b>			
<p><b>Board /Executive Committee</b></p> <ul style="list-style-type: none"> <li>What are the responsibilities of the board?</li> <li>What are some decisions made</li> </ul>			

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by the board in the last few years?			
<b>Reporting system</b> <ul style="list-style-type: none"> <li>• What is the reporting system?</li> <li>• To what extent are reports being used to inform decision?</li> </ul>			
<b>Financial model</b>			
<b>Financial Health of Organisation and Project</b> <ul style="list-style-type: none"> <li>• What is the overall budget for the organisation and the project?</li> <li>• What part of the funding secured?</li> <li>• Is the fundraising plan in place to meet funding needs?</li> <li>• Are there elements of sustainability in the financial model?</li> </ul>			
<ul style="list-style-type: none"> <li>• Basic check - eyeball the numbers, get a general sense of whether the number stated makes sense?</li> </ul>			
<b>Uniqueness</b>			
<ul style="list-style-type: none"> <li>• In what way is the project's approach unique?</li> <li>• What do you find particularly appealing about the project?</li> <li>• What can others learn from it?</li> </ul>			

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Scale and Replicability			
<ul style="list-style-type: none"> <li>From your perspective is this a project that could be scaled up/replicated in other areas?</li> </ul> <p>If so, what would be required to achieve greater scale/replication - funds, people, infrastructure, tools and conditions, etc.?</p>			
Support from Giving Women			
<p><b>Requested support</b></p> <ul style="list-style-type: none"> <li>For which specific areas has the project requested support?</li> <li>Why/ How is GW well positioned provide the requested support (cf. project selection criteria point 4.)?</li> </ul>			
<p><b>Evaluator identified areas for support</b></p> <ul style="list-style-type: none"> <li>List areas where project could benefit from GW members' expertise.</li> </ul>			