



PROJECT MONITORING & EVALUATION FORM

01.0 General Information	
01.1 WSN project code + project location	
01.2 Project (e.g. one 1x3 classroom block)	
01.3 Date visit	
01.4 Representatives of World Servants	
01.5 Representatives of partner organization	
01.6 Representatives of the applicant	

02.0 Construction
02.1 What is the <u>current state</u> of the construction? What work, if any, still needs to be done? How well is the construction being maintained?
02.2 <u>When</u> will the construction work be finished?

03.0 Utilization
03.1 <u>Since when</u> has the new facility been taken into use?
03.2 <u>Who</u> (which groups) and <u>how many</u> of them are using are using the facility? For what purpose?
03.4 Is this actual usage <u>in line with the original objective of the project</u> ? (Yes or no. If no, explain why.)
03.5 Who and how many are <u>not</u> benefiting from the facility? Why are they excluded?
03.6 How often do they use the facility? Is the facility used at <u>full capacity</u> ? Is it under-utilized? Over-crowded?
03.7 Has the utilization of the facility improved the situation of the <u>intended beneficiaries</u> ? If so, how? What has changed?



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04.0 Interaction

04.1 Where (e.g. outside, in school) and when (time of day) was the evaluation meeting with the community held? Who were present? How many men, women, children?

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04.2 What has been the impact of the coming of the World Servants team on the community? Has the construction project led to any new developments in the community? Please use direct quotations from participating community members (e.g. The PTA chair said, 'xxx'. A young mother did not agree, saying 'xxx').

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05.0 Photo's

Please include 3 - 5 pictures of the construction as well as the meeting with the community.

- If possible, make a picture of the construction in use (e.g. children behind school desks in the classroom, the teacher living in the teacher house inside or outside the teacher house).
- If possible, make an active picture of a community member speaking or showing the set-up team around (rather than just a passive crowd, doing nothing or listening).
- Describe for each picture what can be seen in the picture (e.g. "Teacher Nelly Colson (left) and her family in front of the first teacher house").