



Creating a Project Evaluation Plan

Creative / Planning

In pairs or small groups, devise a plan to monitor and evaluate the change process on an on-going basis under PMDS criteria. This framework should be directly linked to the objectives set out in the action plan.

Sample points to be covered:

Challenges

- What obstacles have we encountered?
- What is not working and why?
- Have new gaps appeared?
- Do we need to amend our plan?

Successes

- Have the changes we made been successful?
- How have they made a difference?
- How have they been received by customers and within the organisation?
- What is working well?
- Have we succeeded in implementing services that are accessible for all?



Meeting Targets

- Are projects being completed on time and within budget? (Refer to Project Evaluation Log)
- Is the action plan reflected in the organisation's policy and practise?

Responsibilities

- Who will identify areas for future development?
- Who will follow up on future development plans?
- Is the senior management team actively involved?

Impact

- What impact has the new provision made to our attitudes on disability?
- Have we had feedback from customers or staff?
- Reviewing the action plan
- When and how often is the plan reviewed?
- Who carries out the review?