

Creative Communities Evaluation Tool Checklist

Below, please check off the evaluation tools that you will use to evaluate your project, *noting next to each item who will be involved, and when and where* you will use that evaluation tool. Check all that apply. You may share more details within the narrative.

[] [Surveys](#) (who, when and where will you survey?)

[] [One on One Interviews](#) (who, when and where?)

[] [Focus Groups](#) (who, when and where?)

[] [Data Collection](#) (who, when and where, and **what** will you collect?)

[] [Observation](#) (who, when and where?)

[] [Other Tools](#) (please describe)

IMPORTANT: Throughout the year, please save evidence of these evaluation activities so that you can reference them within your final report on the grant, and perhaps use them as support materials for future grant applications.

Also check out the [W. K. Kellogg Foundation's Evaluation Handbook](#).