	Figure 4. Project Evaluation 2010 20														2012							
Stage	-	parat phase		Capacity building phase					Application phase							Dissemination phase						
Task description	N	D	J	F	$\mathbf{M}$	A	$\mathbf{M}$	J	J	A	$\mathbf{S}$	O	N	D	J	$\mathbf{F}$	$\mathbf{M}$	$\mathbf{A}$	$\mathbf{M}$	J	J	
Develop evaluation plan, in consultation with Project Directors	<b>•</b>	<b>•</b>																				
Clarify purposes and implementation of project, and plan data gathering	•	•																				
Ongoing management/administration of project evaluation (inc periodic meetings with project leaders)			<b>&gt;</b>	•	<b>•</b>	<b>•</b>	<b>•</b>	<b>&gt;</b>	<b>•</b>	<b>•</b>	<b>•</b>	<b>•</b>	<b>•</b>	•	<b>•</b>	<b>•</b>	<b>•</b>	<b>&gt;</b>	<b>&gt;</b>	<b>•</b>		
In consultation with Project Directors, develop data collection protocols			<b>•</b>	•																		
Observe selected professional development training				<b>&gt;</b>	<b>&gt;</b>	<b>•</b>	<b>&gt;</b>	<b>&gt;</b>														
Conduct in-person interviews with program participants							<b>•</b>	<b>&gt;</b>														
Analyze questionnaire and interview data to inform interim evaluation report								<b>&gt;</b>														
Prepare interim evaluation report by COB 6/07/11								<b>&gt;</b>	•													
In consultation with Project Directors, review progress of project and evaluation plan									<b>•</b>	•												
Observe selected sessions										<b>&gt;</b>	<b>&gt;</b>	<b>•</b>										

	2010						201	2011								2012							
Stage	Preparation phase				Capacity building phase				Application phase						Dissemination phase								
Task description	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J		
Refine interview protocols for use with program participants, post project implementation											•	<b>&gt;</b>											
Conduct second round of interviews												<b>&gt;</b>	<b>&gt;</b>										
Review project documents and data collected to inform evaluation report on Stage 2 of the project, with particular attention to project outcomes													<b>&gt;</b>	<b>•</b>									
Prepare interim evaluation report on Stage 2 by 6/02/12															<b>•</b>	•							
In consultation with Project Directors, develop evaluation indicators and targets for use in Stage 3																<b>&gt;</b>	•						
Prepare interim evaluation report on Stage 3 by 8/06/12																		<b>•</b>	<b>•</b>	<b>•</b>			
Review all qualitative and quantitative data gathered and analyzed over the duration of the project, and re-compare to project aims and objectives																			<b>•</b>	<b>•</b>			
Prepare summative evaluation report for the project by 15/08/12																			<b>•</b>	<b>&gt;</b>	<b>&gt;</b>		