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| **NAME OF ACTIVITY:** | |
| **PURPOSE:** | |
| **What is the evaluation for?** | **For whom is the evaluation for?** |
| **What do you want to measure?** | |
| **METHODOLOGY:** | |
| **How will you collect the evidence?** | |
| **How will you analyse the evidence you have collected?** | |
| **REPORTING/ACTIONS:** | |
| **What will you do with your findings?** | |