

General Program Evaluation Findings Template

Program Name

Enter program name

Evaluation Date

Enter date

Evaluator(s)

Enter evaluator(s) name

1. Introduction

Brief overview of the program and evaluation purpose

2. Evaluation Methods

Describe methods, data sources, and approach

3. Key Findings

Summarize main findings from the evaluation

4. Data Summary

Indicator	Target	Result	Comments
(e.g., Participant comple			

5. Strengths

List key strengths of the program

6. Areas for Improvement

List identified areas for improvement

7. Recommendations

Provide actionable recommendations

8. Conclusion

Summarize overall conclusions

Additional Notes

Optional additional comments