Icon

Description automatically generatedFairTSA

Community Development Project

evaluation

## Contact Information

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| --- | --- |
|  | Project Year:  Full Name of Organization:  Full Address:  Responsible Manager name, email, phone contact: |

## Project Evaluation Meeting

|  |  |
| --- | --- |
|  | Was there a meeting/conference call or such where the evaluation of the Community Development Project was discussed? If yes, please include or attach brief minutes, notes etc. for documentation. |

## Comparison Project Goal vs Project result

|  |  |
| --- | --- |
|  | Please compare the goal with the result and explain gaps and differences if applicable. |

## Project Outcome Description

|  |  |
| --- | --- |
|  | Please document project results in detail. |

## Project Photos & Videos

|  |  |
| --- | --- |
|  | Please include photos and/or videos. Attach them as individual files or via a cloud/streaming service link.  Any reports or presentations (.pdf, or .ppt) should come second to individual high resolution photo files, as they are important in broadcasting your project reports on our digital platforms, increasing awareness about your projects and Fair Trade product. If you would prefer to only have these used for internal project documentation and not for public display, please let us know. |

## Timeline Comparison

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| --- | --- |
|  | Please compare envisioned timeline with actual timeline and explain major differences. |

## Budgeting- Comparison of Project Goal Proposal vs. Actual Impact

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| --- | --- |
|  | Please describe the project goal stated in your Project Proposal vs the actual impact. Include numbers of proposed cost estimate and actual costs. Explain differences >10%. |

## Signature of Responsible Person

I declare that the above statements are correct and complete.

|  |  |  |
| --- | --- | --- |
| Printed Name: | Title: | Organization: |
| **Signature:** | **Date:** |  |

## List of Attachments

|  |  |
| --- | --- |
|  | Please include number of documents and a brief description of each: |

|  |  |  |  |  |  |  |  |  |
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