**TOOL 1: EVALUATION MATRIX**

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| **Purpose of this evaluation**  (Question 1) | |  | | | |
| **What do we want to evaluate?**  (Question 2) | **What evaluation question(s) about it do we have?** (Question 3) | **Where can we get the answers?**  (Question 5) | **How can we collect the data?**  (Question 6) | **Who needs to know the findings?**  (Question 8) | **In what format should the findings be?**  (Question 9) |
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