

Project Evaluation Feedback

Date: [Insert Date]

To: [Consultant's Name]

From: [Your Name]

Subject: Feedback on Consultancy Project Evaluation

Dear [Consultant's Name],

Thank you for your hard work and dedication during the consultancy project titled "[Project Title]." Below, I have provided some feedback on your performance and the overall outcomes of the project:

Strengths:

- Excellent communication skills that facilitated collaboration.
- In-depth analysis leading to actionable recommendations.
- Timely completion of all project deliverables.

Areas for Improvement:

- Consider additional stakeholder engagement strategies.
- Enhance reporting formats for better clarity.

Overall, I appreciate your efforts and look forward to our continued collaboration. Please let me know if you would like to discuss this feedback further.

Best Regards,

[Your Name]

[Your Position]

[Your Company]