

Outcome Evaluation Criteria

Date: [Insert Date]

To: [Recipient Name]

[Recipient Title]

[Recipient Organization]

[Recipient Address]

Dear [Recipient Name],

We are pleased to provide you with an overview of the outcome evaluation criteria for [Insert Project/Program Name]. This framework is designed to assess the effectiveness and impact of our initiatives. Below are the key criteria:

1. **Relevance:** Evaluating the alignment of objectives with the needs of the community.
2. **Effectiveness:** Measuring the extent to which the planned outcomes have been achieved.
3. **Efficiency:** Analyzing the resources utilized in relation to the outcomes achieved.
4. **Impact:** Assessing the long-term changes resulting from the project/program.
5. **Sustainability:** Determining the likelihood of continued benefits after the program ends.

We believe that these criteria will provide a comprehensive framework for evaluating our initiatives. If you have any questions or require further information, please do not hesitate to contact us.

Thank you for your ongoing support.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]