# Final Evaluation Reporting for Envirolink Tools Projects

**(1-2 pages in length)**

**Project Title:** «Project»

**Contract Number:** «ContractID»

**Local Govt Champion:** (Please complete)

**Completion Date of Project:** (Please complete)

Progress to date

*Please comment on your research progress.*

Programme Management

*Outline any programme management successes or barriers you have encountered.*

Other information

|  |  |
| --- | --- |
| **Any ethical or regulatory factors which may affect the project?** |  |
| **Any factor which may affect audit compliance?** |  |
| **Has the Regional Council seen and approved this work?** |  |

Final report questions

|  |  |
| --- | --- |
| **Are the councils satisfied with the tool development/adaptation?** | *Yes / No* |
| **Was the work completed within the original estimate?** | *Yes / No* |
| **Did the tool development require a new research or did it adapt previous research for use in each region?** | *New / Adapt* |
| **Will the tool be of use to organisations other than regional councils?** | *Yes / No* |
| **Will the tool require regular updating to remain current?** | *Yes / No* |
| **If so, have councils indicated that they will fund this activity?** | *Yes / No* |

Briefly describe the learnings and outcomes of the project

Was the tool developed more or less successful than expected?

*Please explain, including your thoughts on why.*

Outcome report

***Please attach a copy of the report submitted to the client.***