Assessing the value of a new approach to community change-making

Revised 03-31-14

CORE reporting expectations

To support CORE’s learning process, funded organizations agree to submit answers to “At the end of the funding cycle” questions below within 7 months after the funding is awarded. The questions we asked you to include in your plan at the beginning of the funding cycle are included here for reference; you should review your answers to those questions in writing your final report. The information collected here will be treated in the same manner as confidential information collected during the rest of the pilot process, except that we may ask your permission to quote excerpts to tell good stories about CORE’s impact.

|  | **At the beginning of the funding cycle we asked** | **At the end of the funding cycle** |
| --- | --- | --- |
| **Purpose** | * Why are you undertaking this work? What is the deep aspiration that leads you to seek consulting at this time? How does this project fit in with your overall organizational goals?
 | * What is your current view of why you undertook this work? Have your aspirations changed since you began? Have your overall organizational goals changed?
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| **Outcomes** | * How will you know if this capacity-building project is working?
* What are your expectations or “conditions of satisfaction”?
* How will you track, measure or document progress and/or outcomes? Are there specific benchmarks you will use? (Note – these do not need to be quantitative measures – they can be qualitative changes or stories).
 | * How well did this capacity-building project “work”?
* How did this project measure up to your expectations or “conditions of satisfaction”?
* What was accomplished? Report on specific benchmarks and other documentation of progress.
* Were there outcomes that you didn’t foresee when you started that you’re pleased with?
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| **Process** | * What is the work plan?
* What activities will the consultant undertake, and which activities will involve work from members of your organization?
* What is the timeline?
 | * How did the process work?
* Did you follow the plan? What challenges did you face in following it? What changes did you make?
* What did the consultant do that helped make the successes possible?
* What did your organization do that helped make the successes possible?
* What (if anything) did CORE do that helped make the successes possible?
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| **Emergence** | * How will you build in time for reflection and learning—and changing the plan as the future emerges?
 | * When and how did you take time for reflection about the process?
* What did you learn?
* What impact did this reflection time have on your plan and outcomes?
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| **Cost/ Budget** | * What fees will be involved? Will the consultant charge a flat fee, an hourly rate, or some combination (perhaps hourly with a ceiling)?
* What are the total expected expenses?
* What sources of income do you plan to use to cover the 50% match?
* What is your overall organizational budget and how does this project fit into it?
 | * How did the actual cost of the project compare with your original budget?
* What aspects of the project had the greatest impact on costs?
* Where did the actual matching funds come from?
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