

Subject line: Planning for Meaningful Evaluation (PME) Course Prerequisite

Thank you for registering for Planning for Meaningful Evaluation offered by NOAA's Coastal Services Center sponsored by WWIN/Washington Sea Grant on November 17 - 18, 2011.

This course includes a mandatory pre-requisite. The prerequisite requires that you bring cards depicting the logic model of the project or program you want to evaluate. The course begins with and builds on your completed cards. Therefore, it is essential that each participant or team bring their completed set to class.

If you already have performance measures that may support the program or project you/your team is interested in evaluating, please include them on the attached cards.

Your package includes three attachments:

1. The "Cards" attachment provides templates for each link of the logic model. Fill out these cards and bring pre-cut, hard copies to class. Include supporting SMART Objectives and performance measures **only** if you already have them.
2. A template depicting a logic model. This is for reference.
3. The definitions of the terms used in the logic model and additional terms used in the course. *Each team member should be familiar with these terms.*

If you have any questions or concerns about being able to complete this task, please contact the lead trainer at NOAA's Coastal Services Center: Sacheen.Tavares@noaa.gov. or 843.740.1167.

Thank you!

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