



## Quality criteria for projects

Criteria are required for a systematic project quality assessment. The criteria that are presented in this document have been developed for intervention projects in health promotion and prevention but can be applied to other projects. Extensive explanations of the criteria and indicators as well as a glossary of the most important terms are available on the site [www.quint-essenz.ch](http://www.quint-essenz.ch).

### Objectives

To systematically reflect and evaluate intervention projects during their different phases  
To identify strengths and potential for improvement  
To determine priority areas where improvement in the project is necessary  
To set goals for quality and to define measures for improvement.

### Instructions

#### Check relevance of criteria and indicators

For a systematic reflection of a project an initial assessment is needed to determine which criteria and indicators are the most relevant for a project at a specific point in time. A point of reference is the attribution of indicators to specific project phases: general planning (GP), detailed planning (DP), implementation (IM), conclusion (CO).

Example: Health Promotion Switzerland has chosen some quality criteria and phase-specific indicators which have to be considered in project applications (see "Guidelines for project applications" in "demands/project grants" on [www.healthpromotion.ch](http://www.healthpromotion.ch)).

#### Carry out assessments

It is possible to assess each phase-specific indicator on a scale from -- to ++. An average value or the most commonly found value can then be determined for the criteria. Ideally, several people should carry out the assessment independently; agreement and differences in the valuation will then be discussed.

#### Compile an assessment profile and describe strengths and potential for improvement

At the end of the document, you will find a concise synoptical table useful for the compilation of an assessment profile; the blank page can be used to formulate strengths and potential for improvement.

#### Define quality goals for priority areas and plan measures

The list of criteria is long and challenging. Generally, it is not possible to exploit the full potential for improvement all at the same time. It is advisable to define quality goals and to plan improvements for those areas that are particularly important for the success of the project.

# 1. Basics of health promotion

## 1.1 Health equity (Health equity)

Criterion					--	-	+	++
Health equity is a guiding principle for the choice of the project's target group(s).					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators	GP	DP	IM	CO	--	-	+	++
▪ Plausible explanations are given regarding the consideration of gender aspects.	x	x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Plausible explanations are given regarding the consideration of if social status.	x	x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Adequate consideration is given to possible issues of ethnicity and/or cultural and linguistic diversity.	x	x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ The project reaches the individuals and groups that are indeed in need of intervention.			x	x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 1.2 Resource-orientation (salutogenic approach) and empowerment (Empowerment)

Criterion					--	-	+	++
The project aims at reinforcing individual and social resources.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators	GP	DP	IM	CO	--	-	+	++
▪ The project aims at empowering individuals and groups to take responsibility for their own health and for the conditions that are conducive to a health promoting lifestyle.	x	x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ The project aims to strengthen the 'sense of coherence' (meaningfulness, manageability, comprehensibility).	x	x	x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ It is explicit which resources are to be strengthened for which kind of individuals or groups.	x	x	x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 1.3 Setting-based interventions (Setting approach)

Criterion					--	-	+	++
The project aims at individual and structural changes in particular settings.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators	GP	DP	IM	CO	--	-	+	++
▪ The choice of the settings undergoing intervention is justified.	x	x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Explanations and reasons are given, on which of the five levels of intervention effects/results are to be generated (individual, group, organization, so-cial environment and policy/society).	x	x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ The project considers several of these levels of intervention.	x	x	x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 1.4 Participation of principal actors in the settings (Participation)

Criterion					--	-	+	++
The principal actors in each setting are involved in the planning and implementation of the project.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators	GP	DP	IM	CO	--	-	+	++
▪ It is explained which actors in the settings are involved and when and how they are involved in the planning and the implementation.	x	x	x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ The potential for participation has been utilized.				x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 2. Assessment

### 2.1 Demonstration of the need for the project (Need – normative)

Criterion					--	-	+	++
The need for the project has been demonstrated.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators	GP	DP	IM	CO	--	-	+	++
<ul style="list-style-type: none"> <li>The specialist literature on the subject and other possible sources has been researched in order to justify the project.</li> </ul>	x				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The need for the planned changes is substantiated and documented (theoretically/empirically).</li> </ul>		x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 2.2 Needs of stakeholders and target groups (Needs – felt/expressed)

Criterion					--	-	+	++
The needs of the target group(s) of the intervention and other stakeholders in the setting are adequately considered.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators	GP	DP	IM	CO	--	-	+	++
<ul style="list-style-type: none"> <li>An assessment of advantages and disadvantages for the stakeholders in the setting has been carried out.</li> </ul>	x				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The needs of the various stakeholders and target groups have been researched and documented.</li> </ul>		x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The needs of the various stakeholders and target groups are adequately considered.</li> </ul>			x	x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 2.3 Embedding of the project in more comprehensive strategies (Embedding)

Criterion					--	-	+	++
The project is part of a broader programme or is set within a public health policy.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators	GP	DP	IM	CO	--	-	+	++
<ul style="list-style-type: none"> <li>The project is part of a more comprehensive programme, a strategy or a policy. If this is not the case, another justification is given.</li> </ul>	x				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The project is in line with the strategy of the responsible institution.</li> </ul>	x				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 2.4 Contextual conditions and project environment (Contextual conditions)

Criterion					--	-	+	++
The social, political and legal conditions that are relevant for the project are sufficiently taken into consideration.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators	GP	DP	IM	CO	--	-	+	++
<ul style="list-style-type: none"> <li>There is awareness for social, political and legal contextual conditions which might influence the success of the project.</li> </ul>	x				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The relevant contextual conditions are identified and are sufficiently taken into consideration.</li> </ul>		x	x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Supporters and detractors of the project and potential for conflicts of interest in the project environment are researched and documented.</li> </ul>		x	x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 2.5 Learning from past projects (Lessons learnt)

Criterion		--	-	+	++			
Positive and negative experiences from other projects are taken into account and utilized.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Indicators	GP	DP	IM	CO	--	-	+	++
<ul style="list-style-type: none"> <li>Research has been carried out in order to locate projects with similar content or similar approach.</li> </ul>	x				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Strengths and potential for improvement have been identified in these projects and are taken into consideration in the actual project planning.</li> </ul>		x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Experiences from other projects are considered in the management and evaluation of the project.</li> </ul>			x	x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 3. Project planning

### 3.1 Definition of project objectives (Definition of objectives)

Criterion		--	-	+	++			
Desired effects are clearly stated in the project's objectives and are verifiable.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Indicators	GP	DP	IM	CO	--	-	+	++
<ul style="list-style-type: none"> <li>The project envisions long-term changes to be effected for particular settings and target groups.</li> </ul>	x				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The project's objectives are derived from the project's justification.</li> </ul>	x				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The project's objectives state clearly the desired effect on the various target groups.</li> </ul>	x	x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The objectives (if applicable, with indicators and desired target values) are 'smart' i.e. specific, measurable/verifiable, achievable and challenging, time-limited).</li> </ul>		x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 3.2 Justification for proposed procedures (Procedures)

Criterion		--	-	+	++			
The procedures (strategies, measures) are convincingly justified and based on references to the correlation of cause and effect.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Indicators	GP	DP	IM	CO	--	-	+	++
<ul style="list-style-type: none"> <li>Assumptions about the the correlation of cause and effect are underpinned by impact models.</li> </ul>	x	x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The procedures are adequate for each target group.</li> </ul>	x	x	x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The methodology has been successful in other projects.</li> </ul>	x				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>If the circumstances of the project should change, the methodology and procedures are reviewed and/or revised, if necessary.</li> </ul>			x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 3.3 Time schedule (Milestones)

Criterion		--	-	+	++			
The project is divided into several phases marked by 'milestones'.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Indicators	GP	DP	IM	CO	--	-	+	++
<ul style="list-style-type: none"> <li>The project's time planning is mindful of the context in which the project takes place and considers the chosen settings' own timing.</li> </ul>	x	x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The milestones are set at intervals that allow for sufficient time to reflect periodically on the project's progress.</li> </ul>		x	x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 3.4 Availability of necessary resources (Resources)

Criterion					--	-	+	++
The necessary resources in terms of professional expertise, personnel and finances are assured.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators	GP	DP	IM	CO	--	-	+	++
<ul style="list-style-type: none"> <li>All the resources needed for the planning, the realization and the evaluation of the project are in the budget.</li> </ul>	x	x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The institution's own resources in terms of personnel and financial contributions to the project have been determined.</li> </ul>	x	x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The institution responsible for the project has clearly determined the use of its infrastructures and other resources for all project collaborators.</li> </ul>	x	x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The necessary external financing has been assured.</li> </ul>		x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 4. Project organization

### 4.1 Adequate project structure (Project structure)

Criterion					--	-	+	++
The project's structure is adequate and comprehensible for all concerned.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators	GP	DP	IM	CO	--	-	+	++
<ul style="list-style-type: none"> <li>The way in which individuals, groups and institutions are involved in the project is transparent for all.</li> </ul>	x	x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The role, duties and responsibilities of all concerned are regulated in a clear and binding way.</li> </ul>		x	x	x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>There is a certain working methods of those involved in the project are compatible.</li> </ul>		x	x	x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Each actor involved in the project disposes of some room for manoeuvre commensurate with the role he has in the project.</li> </ul>		x	x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The structure of the project is regularly checked and, if necessary, improved.</li> </ul>			x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 4.2 Qualifications and requirements (Qualifications)

Criterion					--	-	+	++
The project leaders and all others involved in the project are adequately qualified to accomplish their tasks.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators	GP	DP	IM	CO	--	-	+	++
<ul style="list-style-type: none"> <li>A profile of the skills required by the project leaders and the members of the team has been drawn up.</li> </ul>	x	x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The project leaders are sufficiently qualified in the areas of health promotion/prevention, project management and quality development.</li> </ul>		x	x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The team members and all others involved in the project are sufficiently qualified for their specific tasks.</li> </ul>		x	x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Requirements for expert advice and project guidance as well as supervision have been determined and available offers for such services are taken up.</li> </ul>		x	x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 4.3 Goal-oriented networking (Networking)

Criterion					--	-	+	++
The project is making the most of possible networking opportunities in order to achieve its objectives.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators	GP	DP	IM	CO	--	-	+	++
▪ Possibilities of collaboration and synergies, as well as eventual obstacles, have been examined on every relevant level (from local to international).	x	x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Important players (key personalities) are identified and contact has been established.	x	x	x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ The nature (form and content) of collaborations has been defined and is subject to a binding agreement.		x	x	x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Networking activities are goal-oriented, sustainable and profitable.		x	x	x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 5. Project management

### 5.1 Project controlling (Controlling)

Criterion					--	-	+	++
The project is managed by periodical target-performance comparisons.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators	GP	DP	IM	CO	--	-	+	++
▪ Intermediate objectives have been stated for each 'milestone'.		x	x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Intermediate objectives aim at effects and are verifiable.		x	x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ The attainment of intermediate objectives is systematically evaluated and documented.			x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Revenues and expenses are corresponding to the budget.			x	x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 5.2 Formative and conclusive evaluation (Evaluation)

Criterion					--	-	+	++
The evaluation contributes to the best possible management of the project and allows a conclusive assessment of the project.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators	GP	DP	IM	CO	--	-	+	++
▪ It is explained which evaluation methods will be the most appropriate in order to manage the project in the best possible way (formative evaluation).	x	x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ It is explained which evaluation methods will be the most appropriate in order to assess the project's impact in a conclusive way (summative evaluation).		x			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Methods, timing and responsibilities for the formative and the summative evaluation have been determined.			x		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ Unexpected (secondary) effects of the project are also evaluated.			x	x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▪ The results of the evaluation process contribute to the management of the project.				x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 5.3 Project documentation (Documentation)

Criterion					--	-	+	++
All the important aspects of the project have been documented in a comprehensible manner.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators					--	-	+	++
<ul style="list-style-type: none"> <li>There are engaging rules about documenting the project (what, how and who) and the way the documentation is administered.</li> </ul>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>The project's results and its impact are documented.</li> </ul>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Positive and negative experiences are also documented.</li> </ul>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 5.4 Communication within the project structure (Communication)

Criterion					--	-	+	++
The communication processes within the project structure are adequate.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators					--	-	+	++
<ul style="list-style-type: none"> <li>Communication about the project is active and contributes to achieving the defined objectives.</li> </ul>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Information is timely and sufficient for all involved.</li> </ul>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Communication is efficient and satisfactory for all involved in the project.</li> </ul>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### 5.5 Motivation and satisfaction of personnel (Motivation)

Criterion					--	-	+	++
The project management and the team are motivated to work in the best possible way.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators					--	-	+	++
<ul style="list-style-type: none"> <li>The project management has an appreciative and motivating approach to the work of its team members.</li> </ul>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Differences of opinion and conflicts are actively handled.</li> </ul>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>Successes and partial successes are adequately praised and celebrated.</li> </ul>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 6. Effects

### 6.1 Project's goal attainment (Goal attainment)

Criterion					--	-	+	++
The project's objectives have been reviewed and they have been attained.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicator					--	-	+	++
<ul style="list-style-type: none"> <li>The attainment of each objective is evaluated individually.</li> </ul>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>All project objectives have been achieved.</li> </ul>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>There is justification for any project objective that has not been achieved.</li> </ul>					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 6.2 Sustainability of effects (Sustainability)

Criterion					--	-	+	++
The project aims at long-term changes.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators					GP	DP	IM	CO
<ul style="list-style-type: none"> <li>The planned interventions have initiated and advanced a process of development within the targeted individuals/groups/settings.</li> </ul>					x	x	x	x
<ul style="list-style-type: none"> <li>The project has modified structures and processes within the setting.</li> </ul>							x	x
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## 6.3 Transfer and diffusion of results (Diffusion of results)

Criterion					--	-	+	++
Results and experiences from the project are disseminated and made available in a purposeful manner.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indicators					GP	DP	IM	CO
<ul style="list-style-type: none"> <li>It is clearly stated, which aspects of the project will be communicated by whom, to whom, when and how.</li> </ul>						x	x	
<ul style="list-style-type: none"> <li>The potential for a multiplication of the project is investigated.</li> </ul>							x	x
<ul style="list-style-type: none"> <li>Learning-processes in terms of know-how and other experiences are made available to others.</li> </ul>							x	x
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Evaluation profile

Project phase:  General planning  Detailed planning  Implementation  Conclusion

	Pertinence	Assessment			
	Not pertinent at this point in time	--	-	+	++
<b>1. Basics of health promotion</b>					
1.1 Health equity ( <i>Health equity</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.2 Resource-orientation (salutogenic approach) and empowerment ( <i>Empowerment</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.3 Setting-based interventions ( <i>Setting approach</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.4 Participation of principal actors in the settings ( <i>Participation</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>2. Assessment</b>					
2.1 Demonstration of the need for the project ( <i>Need-normative</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2 Needs of stakeholders and target groups ( <i>Needs-felt/expressed</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3 Embedding of the project in comprehensive strategies ( <i>Emb.</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.4 Contextual conditions and project environment ( <i>Contextual conditions</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.5 Learning from past projects ( <i>Lessons learnt</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>3. Project planning</b>					
3.1 Definition of project objectives ( <i>Definition of objectives</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.2 Justification for proposed procedures ( <i>Procedures</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3 Time schedule ( <i>Milestones</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.4 Availability of necessary resources ( <i>Resources</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>4. Project organization</b>					
4.1 Adequate project structure ( <i>Project structure</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.2 Qualifications and requirements ( <i>Qualifications</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.3 Goal-oriented networking ( <i>Networking</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>5. Project management</b>					
5.1 Project controlling ( <i>Controlling</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.2 Formative and conclusive evaluation ( <i>Evaluation</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.3 Project documentation ( <i>Documentation</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.4 Communication within project structure ( <i>Communication</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.5 Motivation and satisfaction of personnel ( <i>Motivation</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>6. Effects</b>					
6.1 Projects's goal attainment ( <i>Goal attainment</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.2 Sustainability of effects ( <i>Sustainability</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.3 Transfer and diffusion of results ( <i>Diffusion of results</i> )	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Evaluation profile (continuation)**

*Strengths:* .....

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*Potential for improvement:* .....

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*Quality objectives and measures to be taken:* .....

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