

APPENDIX C

Research or Evaluation Title

OPHS Requirement	<i>Indicate requirement name</i>	
Requirement Number/Letter	<i>Input the standard number(s)/letter(s)</i>	
Strategic Priority	<i>Indicate Strategic Priority/Priorities this activity addresses</i> 1-Champion and lead equitable opportunities for health 2-Strengthen Relationships 3-Strengthen evidence-informed public health practice 4-Support community actions for promoting health equity 5-Foster organization-wide excellence in leadership and innovation All	
Evaluation Title	<i>Insert title of research or evaluation project</i>	
Lead and Other Investigators	<i>Insert name and position of lead, and names and positions of other investigators or project team</i>	
Partners	<i>Internal or external program partners</i>	
Purpose/Objective	<i>Insert description or purpose of the research or evaluation project</i>	
Target Audience	<i>Who is the intended audience for the report/evaluation? Who will read and use it?</i>	
Anticipated Benefits or Outcomes	<i>How will the research or evaluation benefit the agency, planning, staff, clients, public health or society?</i> <i>How will the results be used by the agency?</i>	
Evaluation Methods	<i>What methods will be used to complete the research or evaluation?</i>	
Knowledge Exchange Plan	<i>How will results be shared, with whom and when?</i>	
Timeline	<i>Anticipated start and end date</i>	
Mid year activity progress	<i>Were your anticipated midyear/activity outcomes met?</i>	
Comments Regarding Variance	<i>Describe the barriers to meeting mid year goals, if any</i>	
End of year activity progress	<i>Were your anticipated end of year/project outcomes met?</i>	
Comments Regarding Variance	<i>Describe the barriers encountered to meeting end of year goals, if any</i>	