

WEIGHTED CHECKLIST FOR WELLS PROJECT

Below is a weighted checklist to assess the degree of satisfaction of the school leaders on the WELLS3 project implemented during the period 2017-2019.

- ✘ *Column (1)* lists items that describe an event related to the project.
- ✘ *Column (2)* requires your score on the importance of each item to your school (this will be considered **weights**).
- ✘ *Column (3)* requires your score on how well LGEIHE was doing on each item according to your experience, participation or expectations.
- ✘ *Column (4)* presents the highest possible performance rating for each item.

(1)	(2)	(3)	(4)	(5)	(6)
Items that describe events related to the project component	Importance to you (1=very low to 5=very high)	LGEIHE performance (1=very low to 5=very high)	Highest possible performance rating		
1. Preliminary meetings (orientation) on the project activities.			5		
2. Agreeing on the work plan for implementation of project activities.			5		
3. Understanding of school needs to be addressed.			5		
4. Quality of work carried out by the implementers.			5		
5. Involvement of various stakeholders (such as local leaders, inspector of schools, PTAs, etc.) in the project activities.			5		
6. School needs related to the various trainings that were offered.			5		
7. Knowledge of the facilitators on the various training topics.			5		
8. Handouts for teachers and educators related to the trainings.			5		
9. Activities being implemented according to the agreed work plan.			5		
10. Provision of feedback on project issues.			5		
11. Reminders and mobilization on scheduled project activities			5		

(1)	(2)	(3)	(4)	(5)	(6)
Items that describe events related to the project component	Importance to you (1=very low to 5=very high)	LGIHE performance (1=very low to 5=very high)	Highest possible performance rating		
12. Quarterly and/or bi-annual review meetings.			5		
TOTAL SCORES			60		

Below are the criteria to be used to assess the overall degree of satisfaction of the school leaders with the project activities.

- Multiply the importance rating (2) x actual performance rating (3) for each item, to arrive at *Column (5)*
- The sum of these is the **actual raw score**
- Multiply the importance rating (2) x highest possible performance rating (4) for each item, to arrive at *Column (6)*
- The sum of these is the **highest possible raw score**
- Divide the **actual raw score** by the **highest possible raw score**, to get a percentage score for the school leaders. A high percentage implies high degree of satisfaction, and vice versa
- Calculate the **average percentage score** for all the school leaders