**Ministry for Foreign Affairs of Finland**Development Evaluation Unit (EVA-11)Evaluation Manual

# Template for a communication and dissemination plan

Active communication and dissemination of the results and experiences gained in a project is essential to boost replication of developed best practices. Depending on the project, communication and dissemination may be targeted to various stakeholders of the project, e.g. partner country and donor management and officials, project team, rights holders, and wider public in the project area. Lessons learnt may also be useful for the wider CSO community as well as for academia. Communication and dissemination methods may include reports, meetings and workshops, presentations in relevant events, usage of public media, etc. The following template may be used for presenting a dissemination plan.

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| **COMMUNICATION AND DISSEMINATION PLAN** |
| **PROJECT:**  |
| **Stakeholders** | **Issues** | **Communication and dissemination methods** | **Schedule** | **Responsibility and resource need** |
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