# Standard Policies and Procedures

**Category:** Administration  
**Subject:** Project/Activity Evaluations  
**Effective Date:** 2/15/06  
**Approved by:** /s/ Richard W. Carroll

| Revision Date: |  
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**Policy**  
It shall be the policy of IHD that all projects will evaluate consumer satisfaction on activities and products.

**Procedure**  
All IHD projects will be subject to:

1. Evaluating training, service/technical assistance, and products

2. All projects shall complete the NIRS data forms.

3. If the project does not have an evaluation tool, they shall utilize the IHD Consumer Satisfaction Survey tool.