



## PROGRESS MONITORING MATRIX TEMPLATE

Develop a matrix to record progress data. The matrix provides a framework for monitoring results of the action plan. It should answer the following questions:

- What are the progress indicators for each action step we identified to measure success?
- How often did we collect benchmark and progress monitoring evidence?
- What results did we achieve?
- What questions does this information raise?
- What are our next steps?

### Progress Monitoring Matrix Template

Action Step Progress Indicator	Benchmark/Progress Monitoring Data	Results	Questions	Next Steps