Program Evaluation Form

Mayflower Church

Program Evaluation Form

Checkup Loop Conversation Guide

Program Information

Program Name:	
Ministry Leader(s):	
Elder(s) Present:	
Date of Evaluation:	
Evaluation Period: (e.g., Q1 2026, Fall 2025, Annual 2025)	

Phase 3: Evaluation

Using the Checkup Loop approach: regular two-way conversations between Elders and frontline ministry leaders.

Focus Area 1: Direction (Completed by Leader(s) prior to the meeting)

Key Question: Is the program moving toward its intended purpose and advancing the mission, vision, and values of Mayflower Church?

Color Rating (circle one):

GREEN Thriving	YELLOW Needs Attention	RED Critical

Why did you vote the way you voted?

Focus Area 2: Health

Key Question: Are participants and leaders experiencing spiritual vitality?

Color Rating (circle one):

GREEN Thriving	YELLOW Needs Attention	RED Critical

Why did you vote the way you voted?

Focus Area 3: Scope of Impact

Key Question: Who is being reached and served?

Color Rating (circle one):

GREEN Thriving	YELLOW Needs Attention	RED Critical

Why did you vote the way you voted?

Focus Area 4: Growth

Key Question: Are people growing spiritually and relationally?

Color Rating (circle one):

GREEN Thriving	YELLOW Needs Attention	RED Critical

Why did you vote the way you voted?

Focus Area 5: Changed Lives

Key Question: What stories of transformation can we celebrate?

Color Rating (circle one):

GREEN Thriving	**YELLOW Needs Attention**	**RED Critical**

Why did you vote the way you voted?

Relational Checkup Questions (Completed by Elder(s) during meeting)

Use these questions to guide deeper conversation:

1. What stories of life change have you witnessed in this program?

2. How are people experiencing God through this ministry?

3. What relationships are being built or strengthened?

4. Where do you see joy in this ministry? Where is joy lacking?

5. What barriers are preventing people from growing spiritually?

6. Are leaders empowered to use their gifts and make decisions?

7. What would need to change for this program to be more effective?

8. Is this program sustainable with current resources?

Phase 4: Adaptation (Re-Planning)

Use the simple Keep/Stop/Start framework:

KEEP: What is working well and should continue?

STOP: What is not bearing fruit or creating unnecessary burden?

START: What new approaches should we try based on what we've learned?

Action Steps & Next Evaluation

Key Action Items from this Evaluation:

Action Item	Responsible Person

Date of Next Evaluation:

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Remember: The goal is not perfect evaluation, but faithful stewardship of the ministries entrusted to us for God's glory and people's good.

POST EVALUATION ACTIONS:

1. Submit original to the Church Clerk.
2. Church Clerk to scan the document as PDF and save it in the Program Evaluations folder in the Servants Council shared Google Drive. [Filename: “YYYYMM ProgramName Evaluation”]
3. Clerk will share the file to Servants Council members via email.

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