

Typical Timeline for a Private Health Sector Assessment

Activity	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.
Plan						
Develop scope of work	X					
Identify team members	X					
Identify key stakeholders	X					
Schedule meetings with key stakeholders		X				
Desk Review and Question Development						
Conduct background research & document review		X				
Perform secondary data analysis		X				
Develop questions tailored to targeted stakeholders		X				
Field Work						
Conduct stakeholder interviews			X			
Conduct field visits			X			
Preliminary analysis			X			
Debriefing with key stakeholders			X			
Analysis and Report Writing						
Develop outline for report				X		
Continue analysis and formulate findings and recommendations				X		
Vet preliminary findings and recommendations with key stakeholders				X		
Draft report					X	
Submit draft report to USAID and other reviewers for comment prior to dissemination					X	
Dissemination						
Disseminate findings to local stakeholders						X
Finalize report						X