# Template – Data Collection Plan

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| **Method/Source** | **Metrics** | **Schedule**  **(with Key Tasks/Milestones/Deliverables)** | **Budget**  **(Total)** | **Roles/Responsibilities** |
| Document/Data/ File Review |  |  |  |  |
| Interviews |  |  |  |  |
| Survey/s |  |  |  |  |
| Case Studies |  |  |  |  |
| Etc… |  |  |  |  |