

Project-Based Performance Feedback Form Sample

This **project-based performance feedback form sample** provides a structured way to evaluate team members' contributions and effectiveness during specific projects. It helps managers deliver clear, actionable insights to improve future performance. Utilizing this form promotes continuous growth and accountability within project teams.

Project & Team Member Information

| | |
|-------------------------|----------------------|
| Project Name | <input type="text"/> |
| Project Period | <input type="text"/> |
| Team Member Name | <input type="text"/> |
| Role/Title | <input type="text"/> |
| Manager/Supervisor Name | <input type="text"/> |

Performance Criteria

| Criteria | Rating (1=Poor, 5=Excellent) | Comments |
|------------------------|---------------------------------|----------------------|
| Quality of Work | <div>1 ▾</div> | <input type="text"/> |
| Timeliness | <div>1 ▾</div> | <input type="text"/> |
| Collaboration/Teamwork | <div>1 ▾</div> | <input type="text"/> |
| Problem Solving | <div>1 ▾</div> | <input type="text"/> |
| Communication | <div>1 ▾</div> | <input type="text"/> |

Strengths

Areas for Improvement

Recommended Actions/Development Plan

Overall Comments

| | | | |
|------------------------------|--|------|--|
| Manager/Supervisor Signature | | Date | |
| Team Member Signature | | Date | |

Submit Feedback