

Section 6.5 Activities

Activity 6.5.4 Identify short-, medium-, and long-term outcomes

Outcomes often evolve as you develop your evaluation plan. Follow the steps below to identify the outcomes you want to achieve on the way to meeting your objectives. Make sure your outcomes are meaningful as this helps keep people motivated and allows them to focus on the destination rather than just how to get there.

Step one: Create a detailed summary statement outlining all the outcomes you would like to achieve.

Link your outcomes to the original aims of your proposal. Include all the changes you would like to see as a result of the intervention.

Record what has been observed that indicates an outcome has progressed. To help ensure that monitoring and evaluation occur, incorporate these processes into your logic model.

Write your statement here.

Step two: Link short-, with medium- and long-term outcomes.

Link the short-, medium- and long-term outcomes by asking what short-term outcomes need to occur for the medium-term outcomes to occur, and what medium-term outcomes need to occur for the long term outcomes to occur.

Identify short-term outcomes - what would you expect to occur in your organisation and target group in 0-6 months?

Identify medium-term outcomes - what would you expect to occur in your organisation and target group in 6-12 months?

Identify long-term outcomes - what would you expect to occur in your organisation and target group in 12+ months?

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Activity 6.5.4 Identify short-, medium-, and long-term outcomes (cont.)

Step three: Pursue SMART and meaningful outcomes

Ensure the outcomes you have identified are specific, measurable, attainable, realistic and timely. Discuss your expectations with your team to make sure they understand and share your expectations. If your team do not share your expectations or think the outcomes are SMART, you may want to revisit them.

Have you discussed your expectations with your team?

YES NO

Do they think the identified outcomes are SMART?

YES NO

It is essential to check with your team to confirm they will measure what you want them to measure.

Have you checked with your team and clearly worked through the processes involved in measuring your outcomes?

YES NO