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| Macintosh HD:Users:elaynevlahaki:Dropbox:CAT PROJECTS:Current Projects:PAN REACH TOOLKIT:Reach logo:Reach2-Logo-Print.png | **EVALUATION TOOLKIT** |

**WORKSHEET: LOGIC MODEL**

Before jumping into the evaluation process, it is important that the program to be evaluated is defined in detail. Having a comprehensive understanding of the program’s available resources, planned activities and intended changes will greatly support the evaluation planning process.

A key tool to begin mapping out the program is the logic model. The logic model is a systematic and visual way to illustrate the relationships among the program resources, planned activities and intended changes or results the program hopes to bring about. This is sometimes called the program theory. Logic models can be used for program planning and evaluation purposes. From a program perspective, logic models can serve as a useful tool when designing new initiatives and testing program assumptions. From an evaluation perspective, program logic models serve as a key reference point and can provide ideas for creating evaluation questions.

We have provided you with a worksheet to help you draft a logic model for the program you are evaluating (see Table 1). This worksheet provides a brief explanation of each of the logic model categories. As depicted with the arrow, each component of the logic model is intended to build upon the next, from the left to right. For instance, the activity of providing an educational workshop about HIV transmission would result in the short-term outcome of participants having increased knowledge of how HIV is transmitted. It is important to think about the linkages across the logic model and ensure that every activity feeds into an output and outcome and vice versa. Note that the REACH Evaluation Toolkit contains links to entire documents dedicated to creating logic models if you are seeking out additional information. Click [here](http://www.reachprogramscience.ca/reach-pan-evaluation-toolkit/evaluation-design/) for more information.

It can be useful to engage program staff and other stakeholders in the creation of logic models given their intimate knowledge of the program’s resources, activities and intended outcomes. However, it is recommended that you avoid the use of logic model terminology and speak to stakeholders about the how their program works, what they are going to do, and what changes they are hoping to see happen as a result of their work.

 **Table 1. Logic model worksheet**

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| *What resources are needed to operate the program? E.g. funding, staff, partnerships, etc.* | *If you have access to these resources, then you can use them to accomplish your planned activities.* | *If you accomplish your planned activities, then you will hopefully deliver the amount of product and/or service that you intended (outputs often described as a # of something)* | *If you accomplish your planned activities to the extent that you intended, then your participants will benefit in certain ways (outcomes are usually described using an action work describing a change)*  |
| Outcomes  |
| “Expect to see” | “Want to see” | “Hope to see” |
| Inputs | Activities | Outputs | Short-Term Outcomes* *Achieved during program timeframes*
* *Within program control*
 | Intermediate Outcomes* *Achieved at the end of program timeframe*
* *Follow from short term outcomes*
 | Long-Term Outcomes* *Achieved after program timeframe*
* *Outside direct program control*
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Adapted from:

* W.K. Kellogg Foundation: Logic Model Development Guide. <https://www.wkkf.org/resource-directory/resource/2006/02/wk-kellogg-foundation-logic-model-development-guide>
* PointK Learning Center: Innovation Network. <http://www.innonet.org/client_docs/File/outcomes_chain.pdf>