Australian Government

Department of Social Services

Families and Children Program Logic – Assessment Checklist

Program logic section	Criteria	Yes	No	Comments
Objectives *Also known as aims, goals or vision*	Program objectives/aims are stated and provide general information about who will benefit from the program and what those benefits will be.			
Needs statement *Also known as problem statement, needs analysis or community needs/issues*	Details are given about the nature and extent of the problem to be solved, issues to be addressed, or need within the community.			
	An explanation is given of why the situation needs a response.			
	Details are given about what will happen if the situation is not addressed.			
	Details are given about who is primarily affected by the situation or who in particular needs support (i.e. who is the target group).			
	Data sources or claims made about need are supported by published data, journal articles, evidence summaries, evaluation reports or government reports and referenced.			
Inputs	The resources needed to deliver the program are listed. *The particular inputs of any program will depend on the type of program being delivered, but would often relate to resources like funding, staffing and equipment.*			
Activities *Also known as outputs, services or interventions*	**For SINGLE SERVICE programs:** The core components of the service are listed. *Core components are the fixed parts of a service and the things that are needed to achieve the desired program outcomes. They usually relate to the service content and mode of delivery, and show what the program does with the program inputs.* *For example, in a parenting program, the core components might include parent education sessions on different topics, role modelling and referrals.* **For MULTIPLE SERVICE programs:** The FaC funded services delivered by the organisation are listed. *For example, an organisation might deliver counselling and parenting programs. Usually, this list of services would align with the services described in the organisation's Activity Work Plan.*			
	The activities seem like they could be achieved with the resources listed in the inputs column of the program logic model.			

Program logic section	Criteria	Yes	No	Comments
Outputs *Also known as participation, audience or products*	Measures of what the service does and who receives it are listed. *The particular outputs of any program will depend on the type of program being delivered. At a minimum, there should be an estimate of the number of activities/sessions that will be delivered, an estimate of the number of clients who will attend the service and information about the client demographics.*			
Short-medium term outcomes	There are multiple outcomes.			
	Outcomes are focused on changes you would expect to see at the conclusion of the activity or soon after the activities are delivered. *In the short term, these are usually changes in skills, knowledge, attitudes or awareness.* *In the medium term, outcomes reflect what should happen if participants continue to apply or sustain the changes achieved in the short term. For example, changes in behaviour or practices.*			
	Outcomes are relevant to the program target group/s.			
	Outcomes are described in a way that allows change to be measured over time (e.g. an increase in knowledge or a *reduction* in certain behaviours).			
Long-term outcomes/ impact	Outcomes solve or address the issues described in the needs statement.			
	Most long-term outcomes are consistent with the FaC Activity Outcomes Framework (i.e. outcomes are framed using the exact wording from the Outcomes Framework or they reflect a closely related term) and the DSS Objectives.			
	Outcomes are described in a way that allows change to be measured over time (e.g. an *improvement* in wellbeing).			
Connections between outcomes	There is a clear 'if-then' relationship between the different groups of outcomes (i.e. it is reasonable to think that the intended long-term outcomes can be achieved if changes in the short- and medium-term happen as expected).			
Theory of change statement	The statement explains how each activity listed in the program logic model is expected to contribute to the program outcomes.			
	Assumptions about how and why the program will work are made explicit.			
	Claims about how the service will achieve outcomes are supported by journal articles, evidence summaries, evaluation reports or government reports and referenced. If there is no documented research evidence to support stated claims, an alternative explanation is given about why the provider thinks the strategy will work.			
Overall	When read as a whole: • The service objective, needs statement, activities, outputs and outcomes link together and make sense. • There is a strong rationale, that includes evidence, for how the activities will lead to outcomes for the target group.			