

## Reviewing Your Theory of Change

Complete the questions below to help guide your review of a draft theory of change and support development of monitoring and evaluation (M&E) plans, project descriptions, and budgets.

**1. What evidence or data provides a rationale for the approach you are suggesting?**

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**2. Summarize the project's theory of change using "if... then" statements** starting from inputs and making your way to the goal.

*Example: If employable refugee clients demonstrate English language proficiency at the low-intermediate level or higher and have basic job readiness skills, then they will be able to secure full-time employment earning \$15/hr or more with health benefits.*

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**3. Do your "if... then" statements make logical sense? If not, make the necessary revisions and test them again.**

<input type="checkbox"/>	YES
<input type="checkbox"/>	NO

**4. Is the project's objective achievable within the timeframe and with the resources available for this project? If not, revise the objective.**

<input type="checkbox"/>	YES
<input type="checkbox"/>	NO

**5. Consider whether there are conditions at any stage of the theory of change that could derail the project and prevent you from achieving the results you hope to see. What activities could you do to prevent this from happening? Document the condition and your idea(s) for addressing it, then revise your theory of change diagram to reduce the risk.**

*Sample Responses:*

<b>Barrier or Problematic Condition</b>	<b>Activities to Reduce Risk</b>
<i>We are assuming that employable refugee clients with young children will have access to affordable child care.</i>	<i>Screen for child care needs at program enrollment, and include a workshop on applying to subsidized child care during program implementation; prioritize referrals to child care programs that do not require employment for eligibility.</i>

*Your Responses:*

<b>Barrier or Problematic Condition</b>	<b>Activities to Reduce Risk</b>

*Once you have a sound theory of change, use the checklist below to shape your next steps.*

**6. What do you want to learn from this project? Check off all the items below you would like to learn about. Use your answers to guide development of your [M&E plans](#), including your [logframes](#) and/or [indicator matrices](#).**

<input type="checkbox"/>	Is the project on track and being implemented as planned?
<input type="checkbox"/>	Are services delivered within the expected timeframe?
<input type="checkbox"/>	Are services accessible to all eligible clients?
<input type="checkbox"/>	Is the project achieving desired outputs, outcomes, and objectives?
<input type="checkbox"/>	Are there any differences in outcomes for different populations (e.g., women, girls, elderly, people from particular countries)?
<input type="checkbox"/>	What feedback do clients have on the project?
<input type="checkbox"/>	What is the impact of the project?



<input type="checkbox"/>	Other:
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