



Toolkit Template: *Planning and implementing an impact evaluation*

	Questions to address	Answers
Evaluation title/aim:	What are you trying to do in conducting the evaluation?	
Service/activity:	What is the focus of the evaluation?	
Objective:	What objective is the service/activity trying to achieve? What impact does it want to make on students?	
Outputs:	What do students get from the service/activity?	
Intended outcomes:	What change is intended to occur as a result of students' participation with the service/activity?	
Impact indicators:	What evidence do you need to gather to demonstrate that a change has taken place?	
Source of data:	How might you get this evidence – is it already available, does it need to be collected directly from the students?	