**Theory of Change Instruction**

1. Statement: Provide your project’s Theory of Change statement (max. 900 characters).

2. Description of Activities, Outcomes, and Impacts: Building on your project’s Theory of Change statement, describe your project plan.

* Project activities: specific plans, steps, and actions including timeline and numbers served.
* Project outcomes: anticipated short-term results of project activities
* Project impacts: long-term social changes that the project aims to achieve

3. Linking the Theory of Change to Monitoring and Evaluation: Building on your project’s Theory of Change statement, describe how you will **track** your project’s planned activities, outcomes, and impacts.

* list the indicators (quantitative or qualitative) you will use to track your activities, outcomes, and impacts;
* describe the data (quantitative or qualitative) you will use to measure each indicator;
* explain how you expect to get these data (e.g., from internal tracking reports, from a partner organization, by collecting it via surveys or interviews yourselves).

(Complete the Template on the next page)

**Theory of Change Template**

**Theory of Change Statement:**

**As a reminder:**

**Work plan activities** are what the project does. **Outcomes** refer to the short-term results of project activities. **Impacts** refer to the expected long-term social impacts of the project.

|  |  |  |
| --- | --- | --- |
| Activity: | Outcome: | Impact: |
| Indicators: | Indicators: | Indicators: |
| Methodology (how data will be gathered): | Methodology (how data will be gathered): | Methodology (how data will be gathered): |