#

# IMPACT/CHANGE STORY TEMPLATE

# General Information

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| **Name** |  |
| **Organisation**  |  |
| **Programme name**  |  |
| **Your role in the programme**  |  |
| **Date of report**  |  |
| **Period covered by impact story**  |  |

## Purpose

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| Use this report to reflect on and share any major change or impact you have observed as your programme unrolls. This is useful data for your own programme review, for evaluations and for funder reports. The report format gives you headings and ‘leading questions’ to help you structure the information, and you can adapt this template to suit your own needs. Use as much or as little space as needed to get your message across.  |

# Please tell us a story about any change or impact you have observed through your programme

Include these elements in your narrative. Use these questions as a checklist when you have written your story.

* **WHICH** category or element of your programme does the story refer to?
* **WHO** is the story about?
* **WHOSE** behaviour changed? Did this change affect anyone else?
* **WHAT** behaviour changed?
* **HOW** did the behaviour change? Will it continue, do you think it is sustainable?
* **HOW** do you know about this change?
* In **WHAT** ways do you think your project’s intervention contributed to this change? What evidence do you have of this?

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# Link this story to project objectives and outcomes

### List your project objectives. Then select one or more as relevant to this story, and provide comment in the table below. Add rows if necessary.

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| --- | --- | --- | --- |
|  | **Your Project Objective**  | **Tick**  | **Comment on link to impact or change story**  |
| 1. |  |  |  |
| 2. |  |  |  |
| 3.  |  |  |  |
| 4. |  |  |  |
| What is your overall project outcome? Does this story link to this outcome? |  |  |

# Any other comments

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# Verification

For the purposes of monitoring and evaluation, M&E specialists may want to validate or explore these stories further. Please provide an additional reference who could be contacted about the impact described.

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| --- | --- | --- | --- |
| **Name & Surname of reference:** |  | **Email:** |  |
| **Organisation or education institution:**  |  | **Cell phone:** |  |
| **Position/ role:** |  | **Date:**  |  |