
Activity 2-1

Program Scope and Evaluation Template

Access the *Program Scope and Evaluation Template* from the Module 2 Resources. Spend a few minutes looking over the template, and consider the following questions:

Understanding the *Program Scope and Evaluation Template*

Spend a few moments looking over each section of the *Program Scope and Evaluation Template*. Do these categories adequately provide scope to undertake the planning of community engagement initiatives in your local government setting?

Are there further categories that need to be included within this template to meet the requirements of your local government setting?

How might you consider the application of social research within this template- do you see how social research might be deployed within the evaluation and reporting stages of the *Program Scope and Evaluation process*?

Points to Note...

The *Module 2-1 Video* introduced the *Program Scope and Evaluation process* for designing and planning community engagement initiatives. This template provides a structure for planning an initiative and should be used to undertake the development of not only an engagement initiative but also the application of social research.

The evaluation stage of the template offers a location to consider the ways that social research might be used to uncover data as 'evidence' in the evaluation and ongoing assessment of community engagement initiatives.

The Task

This task requires you to contemplate the *Program Scope and Evaluation Process* as a means for planning and delivering community engagement initiatives and undertaking social research. Spend some time considering how this template functions and how it might be applied in your local government setting. And of course, consider how it might be modified and adapted to fit the needs of your specific context.

Social Research Toolkit:

using social research in local government
community engagement

Using the *Program Scope and Evaluation Template*

Who will compile the information for this *Program Scope and Evaluation Process*- do you have a team to draw on to compile this information?

How will consistency be ensured across multiple programs if multiple individuals are responsible for compiling this information?

To effectively mobilise this process, prepare an organisational chart noting points of 'sign off' and authorisation within your local government setting. Who will sign-off on the resourcing requirements and budget, and importantly, the evaluation of the program?

How does the *Social Research Design Checklist* (as contained in the Module 2 Resources) align with the *Program Scope and Evaluation Template*- can you see a connection between the two documents?

Be sure to review *Activity 2-3 Research Design Checklist* in conjunction with completing this activity.