Guideline: Defining Results (Impact, Outcome, and Outputs) for the Project Application

A. What are Impact, Outcome, and Output?

Defining clear distinctions between impact, outcomes, and outputs is fundamental for effective project planning and evaluation. This guideline is prepared to help you articulate these elements in your applications, along with examples for better understanding.

**Impact/Overall Objective:** Impact embodies the profound and lasting change your project strives to create within a community or society. It stands as the ultimate objective, defining the specific transformations you aim to bring about. However, it's important to note that impact is not entirely within your control; instead, it resides within the sphere of concern. This signifies that it is a matter of great importance, something you deeply care about, and while you can significantly contribute to making it happen, external factors also play a role in its realization.

**Outcomes:** Outcomes are the medium-term results directly influenced by your project activities, leading to the desired impact. Outcomes should be specific, realistic, and aligned with your objectives. Outcomes are the changes that occur because of your outputs. They represent real and measurable differences in the lives and/or behaviour of the people your project target. It's crucial to recognize that outcomes reside within the sphere of influence, while not entirely within your control. They are shaped by the actions and decisions of the people your project target. To define outcomes effectively, consider who needs to change and what specific actions or behaviours you want them to adopt.

**Outputs:** Outputs are the tangible and measurable products or services directly produced by your project activities. Unlike broader outcomes and impacts, outputs are within your direct control. You have the power to plan, execute, and deliver these tangible results based on your project activities. Outputs must align directly with your project's objectives. They serve as the practical steps that lead you toward accomplishing your outcomes and impact. Outputs are specific and quantifiable, making them easy to measure and assess. These could be physical products, like educational materials, or services, such as training sessions conducted.

**Indicators:** Indicators serve as essential tools designed to measure the results of your project. They are specific metrics or data points that allow you to assess the progress and effectiveness of your project quantitatively and qualitatively. Indicators must be quantifiable, meaning they can be expressed in numerical terms. This quantifiability ensures that you can precisely measure changes and progress over time. For instance, if your project aims to improve literacy rates, an indicator could be the percentage increase in reading proficiency among participants.

B. How to Define Impact, Outcomes, and Outputs?

1. **Start with the Impact:**
   Identify the broader, lasting change you want to create.
   **Ask:** What will be different in the community or society once the project is successfully implemented?
   **Example:** Reduced unemployment rates leading to enhanced community well-being and economic stability.
   **Indicator:** Unemployment rate within the targeted community over a specific period

2. **Determine Outcomes:**
   Define the specific changes in behaviors, knowledge, or conditions of the people you target.
   **Ask:** What changes need to happen to target groups to bring about the desired impact?
   **Example:** Increased vocational skills and job readiness among unemployed youth.
**Indicator:** Number of unemployed youths who have acquired specific employability skills relevant to the job market demands within the targeted community over a specific period

3. **Specify Outputs:**
Identify the immediate, tangible results generated by your project activities.
**Ask:** What will the project directly produce or deliver?
**Example:** Vocational training workshops, providing career counseling services
**Indicators:** Number of Participants Completing the Training and Number of Individuals Receiving Career Counseling.

C. **Result Examples (Impact, Outcomes, and Outputs)**

<table>
<thead>
<tr>
<th>Sphere of Control</th>
<th>Sphere of Influence</th>
<th>Sphere of Concern</th>
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<tr>
<td><strong>Outputs</strong></td>
<td><strong>Outcomes</strong></td>
<td><strong>Impact/Overall Objective</strong></td>
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<td>Legislative processes</td>
<td>Peace</td>
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<tr>
<td>Increased levels of knowledge.</td>
<td>Legislation development</td>
<td>Democracy</td>
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<tr>
<td>Increased levels of awareness.</td>
<td>Policy Development</td>
<td>Gender Equality</td>
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<tr>
<td>Skills developed.</td>
<td>Policy implementation</td>
<td>Human Rights</td>
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<td>Capacity Developed.</td>
<td>Families support children.</td>
<td>Inclusive development</td>
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<tr>
<td>Access to (quality/reliable) information</td>
<td>Men support for women.</td>
<td>Equity</td>
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<tr>
<td>Systems put in place.</td>
<td>Women come up for their rights</td>
<td></td>
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<tr>
<td>Networks established.</td>
<td>Communities undertake actions to …</td>
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<tr>
<td>Co-ordination mechanisms established.</td>
<td>Prison guards treat prisoners in line with …</td>
<td></td>
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<tr>
<td>Media coverage</td>
<td>Less (domestic) violence</td>
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**A Sustainable Livelihood Project for Women: EmpowerHer**

**Impact/Overall Objective:** The project empowers women by providing them with stable jobs and a continuous income, fostering economic independence and enhancing their overall well-being and societal contribution.

**Indicator:** Women's employment rate within the target community, measured annually

**Outcome** Families proactively enroll their girls in schools, breaking barriers and promoting equal educational opportunities, ultimately contributing to the economic empowerment of women.

**Indicator:** Girls’ schools enrolment rate within the target community, measured annually

**Output:** Families in the region will receive training emphasizing that gender roles should not hinder educational opportunities.

**Indicator:** Number of families attending gender equality training sessions, measured quarterly or annually.