# Evaluation overview

<Complete this document in consultation with your agency’s evaluation manager and/or the [Program Evaluation Unit](https://treasury.nt.gov.au/dtf/financial-management-group/program-evaluation-unit) at the Department of Treasury and Finance. This overview should be a concise summary of the key outcomes the program is trying to achieve and how and when success will be measured. [Section 1 of the Program Evaluation Toolkit](https://treasury.nt.gov.au/dtf/financial-management-group/program-evaluation-unit/toolkit/complete-the-evaluation-overview) is structured to mirror this template to give additional guidance, section by section. An evaluation work plan should be completed if the program is approved to proceed[[1]](#footnote-1). >

### 1.1 What is the program aiming to achieve?

<Briefly explain why the program is needed and what it is aiming to achieve and when. If the program is successful, how will it impact future demand on future government services and over what time frame?>

**1.2 How will the program achieve this?**

<Briefly show how the program’s inputs logically flow through to outputs and outcomes either by using the table below (using as many rows as required) or attaching a program logic. Further guidance on developing a program logic is available in the [Program Evaluation Toolkit](https://treasury.nt.gov.au/dtf/financial-management-group/program-evaluation-unit/toolkit/complete-the-evaluation-overview).

|  |  |  |  |
| --- | --- | --- | --- |
| Inputs | Outputs | Short –term outcomes | Long-term outcomes |
| *The resources (funds, expertise, time) required for the delivery of activities.* | *The products or services generated by program activities and deliverables1.* | *The intended short-term results of a program2.* | *The long term results the program seeks to contribute to2.* |

1. Outputs are typically under the control of the program and are related to the quantity and quality of program implementation.
2. Outcomes can also be influenced (positively or negatively) by external factors (refer section 1.3).

**1.3 What external factors may also influence the program’s outcomes?**

<Briefly explain how external factors could influence the program’s outcomes, including economic, geographic, legislative, competition and technology factors and proposed risk management strategies. List relevant programs with similar aims run by other agencies, other governments or non-government organisations to show how other programs may influence the outcomes of this program.>

**1.4 How will the program’s success be measured?**

<Show how the program’s success will be measured using a separate row for each output and outcome from the above table (add or delete rows as required). Indicators should be based on the SMART principles (i.e. Specific, Measurable, Attainable, Relevant and Time-bound). Further guidance on selecting indicators can be found in the [Program Evaluation Toolkit](https://treasury.nt.gov.au/dtf/financial-management-group/program-evaluation-unit/toolkit/complete-the-evaluation-overview).>

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Output or outcome | Indicator | Baseline | Target | Data source |
| *Output 1* |  |  |  |  |
| *Output 2* |  |  |  |  |
| *Short-term outcome 1* |  |  |  |  |
| *Short term outcome 2* |  |  |  |  |
| *Long-term outcome 1* |  |  |  |  |
| *Long term outcome 2* |  |  |  |  |

**1.5 What evaluations will be required in the first 5 years of the program?**

<The NTG uses three main types of evaluation, linked to the program lifecycle, including:

1. Process evaluation (was the program implemented as expected, timing ≤18 months)
2. Outcomes evaluation (are the desired outcomes being achieved or on track to be achieved within the agreed timeframe, timing >2 years)
3. Impact evaluation (did the program influence the achievement of the desired outcomes and was it value for money, timing >3<5 years).

All programs require a process evaluation within 18 months of commencement. The need for an outcome and/or impact evaluation will depend the program’s cost, duration, strategic significance and degree of risk. As a general guide, only programs which are a high strategic priority would require all three evaluation types. Please contact [DTF.ProgramEvaluation@nt.gov.au](mailto:DTF.ProgramEvaluation@nt.gov.au) for further guidance.>

|  |  |  |  |
| --- | --- | --- | --- |
| Evaluation type | Yes/no | Timing | Estimated cost\* |
| Process |  |  |  |
| Outcome |  |  |  |
| Impact |  |  |  |

**1.6 Other evaluation-related resource requirements**

<Briefly address the following considerations: Is internal program data and/or analysis required? If data is required, is this data already being reported in the format required? If not, what resources are required to get the data? If analysis is required, what unit will undertake this work, have they been consulted in the preparation of the submission and do they have the skills and resources required?

1. For further information please refer to the Northern Territory Government [Program Evaluation Framework and Toolkit](https://treasury.nt.gov.au/dtf/financial-management-group/program-evaluation-unit). For additional advice, please contact the Program Evaluation Unit in the Department of Treasury and Finance [DTF.ProgramEvaluation@nt.gov.au](mailto:DTF.ProgramEvaluation@nt.gov.au). [↑](#footnote-ref-1)