### Worksheet 4: Deciding which aspects of your work to monitor and evaluate

| **Aspect** | **What this involves** | **Examples** | **Do you want to monitor this?** | **Is there anything in particular you want to know about?** |
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| Resources | Do you want to know about the resources required to deliver your services? | How much does it cost to provide our services?  How many staff and volunteers do we need to run our helpline? | [Choose here] | Click here to enter text. |
| Process | Do you want to know about the processes involved in delivering your services? | Have we carried out our activities as intended?  Which activities work well?  Which activities do not work so well?  How well do our partnerships work? | [Choose here] | Click here to enter text. |
| Activities | Do you want to know about specific activities for children, young people, parents/carers or others? | How many people receive our support?  How long do people receive our support for?  What support do they receive?  What is the profile of the people we support (e.g. age, gender, ethnic origin)? | [Choose here] | Click here to enter text. |
| Outcomes | Do you want to know what difference your work is making to the children/young people you support? | Who does our work benefit?  How does it benefit them?  Does our work make a difference in the longer term? | [Choose here] | Click here to enter text. |