

Logic Model Checklist

How to use the checklist

This checklist has been created to help you assess whether a logic model is realistic, evidence-based, and that there are logical and strong connections between steps. Use this checklist when you are first developing a logic model, and when you are reviewing logic models.

- First, check each step of the logic model.
- Next, check the connections between the steps.
- Use the 'comments' section to make notes, identify issues or follow-up actions. For example, you may need to check an evidence source, or arrange a meeting with a colleague.
- You may want to repeat this process more than once.

We recommend that you continue to return to your logic model throughout the development of your project, as well as during delivery. A logic model is not just a template you fill in once and then file away. For more guidance and support on completing your logic model, [see our guide](#).

Don't get put off by the length of the checklist. Many of these items will be incorporated as your logic model is developed, but having an exhaustive checklist should help you pick up things that might have been missed.

Checklist

Steps and checks	Comments
Need and context	
Does this section clearly set out...?	
• The need or problem	<input type="checkbox"/>
• Information about potential causes	<input type="checkbox"/>
• Who or what is affected	<input type="checkbox"/>
• Evidence and data about the need	<input type="checkbox"/>
• Evidence gaps	<input type="checkbox"/>
• Any assumptions made	<input type="checkbox"/>

Key policy context

Does this section consider all relevant policy levers?

- Central and local government funding
- Central and local government political priorities or strategy
- Central government policy levers (e.g., strategies, regulations, funding)
- Local government policy levers

It is clear how these policy levers impact the need or the intervention?

Intervention objectives

Are the objectives for this intervention:

- Specific
- Measurable
- Achievable
- Realistic
- Timebound

Is there evidence that these objectives can be achieved by delivering this intervention?

Impacts

Have you considered whether the impacts will be able to be attributed to this intervention?

Is measuring these impacts feasible? If so, how?

What wider factors might affect these impacts?

What potential interactions or conflicts might there be between impacts?

Are there any potential unintended impacts?

Do the impacts reflect the need and policy context?

What assumptions underpin the proposed impacts? Are these realistic?

Outcomes

Are outcomes achievable for this project?

Have outcomes been reviewed with delivery constraints in mind and are they realistic?

Are the timescales for achieving and measuring outcomes realistic?

Any potential unintended outcomes?

What wider factors might affect the outcomes?

Are the outcomes aligned with the objectives?

Is there evidence that the activities and outputs can produce these outcomes?

What assumptions underpin these outcomes and are these realistic?

Inputs

Have the following been considered and, where relevant, included?

• Funding sources required to deliver the activities

• Staff time required to deliver the activities

• Infrastructure (e.g., venues, etc.) required to deliver the activities

• Other in-kind resources required to deliver the activities

• Resources needed for monitoring and evaluation.

Will all the resources be available?

Have your assumptions (e.g. in-kind support from partners, availability of staff from other teams) been identified and are they realistic?

Activities

Are activities ...?

• well defined

• relevant to the outcomes

• realistic, given available inputs

Have other activities been considered; and do only those with the best fit remain?

Have some activities been removed because they aren't a good fit, or aren't deliverable?

Is there evidence that these activities will deliver the outputs, outcomes and impacts required?

Is it clear how these activities will be delivered?

Have pre-start (e.g. appointing contractors) and post-completion (e.g. evaluation) activities been considered?

Have your assumptions been identified and are they realistic?

Outputs

Is it clear how these outputs will be produced?

Are the outputs aligned with the activities, i.e. will the activities result in these outputs?

Are the outputs realistic considering the inputs and activities?

Have realistic timescales for procurement, recruitment, and delivery been considered in setting the outputs?

Have assumptions been identified and are they realistic?

Is it clear how the outputs will be measured?

Evaluation strategy

Have you identified the evaluation questions you want to answer?

Can these be answered through an impact evaluation?

Sense checks

Criteria	Comments
Are the outcomes, impacts and objectives aligned and relevant to the need?	<input type="checkbox"/>
Are the intervention objectives clear?	<input type="checkbox"/>
Have the outcomes and impacts been reviewed to ensure they are focused (i.e. should be limited in number)?	<input type="checkbox"/>
Is there evidence that the activities will lead to the outcomes and impacts?	<input type="checkbox"/>
Are the steps aligned— i.e. are there clear connections between each step?	<input type="checkbox"/>
Is there evidence supporting the connections between each steps?	<input type="checkbox"/>
Are the outputs, outcomes and impacts realistic based on the inputs, activities, and delivery timeframe	<input type="checkbox"/>
Is the language clear and accurate throughout?	<input type="checkbox"/>
Have definitions been included where necessary?	<input type="checkbox"/>
Is the intervention focused and cohesive?	<input type="checkbox"/>
Has the logic model and the assumptions underpinning it been discussed with colleagues and other stakeholders?	<input type="checkbox"/>