

GUIDE 08

TRACKING IMPACT AND OUTCOMES



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TOOLS AND MINIGUIDES



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**TOOL: YOUTH-LED EVALUATION
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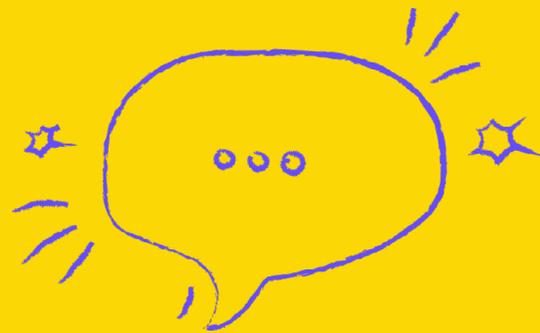
TOOL: FEEDBACK EVALUATION FINDINGS

Why does tracking impact matter?

Impact can be tracked from the very start of policy development and continue even after the policy has been implemented. This way we can see the changes being made and the positive difference it makes in the lives of young people, their communities, and other stakeholders.

Impact can be tracked collaboratively, with stakeholders, including young people. Tracking impact is an opportunity to document what you've learned, reflect on how you can improve, and communicate how youth engagement has made a difference. Tracking impact doesn't require much in the way of resources. You might want to develop an evaluation framework for tracking longer term impacts, or you might just want to collect feedback from young people and report back to them about how their insights are being used when evaluating impact.

You should consult with your department's data and measurement team to understand your context for measurement and evaluation. You can reach out to the Office for Youth to get a greater understanding of their approach to tracking impact.



01

TRACKING IMPACT AND OUTCOMES WITH YOUNG PEOPLE

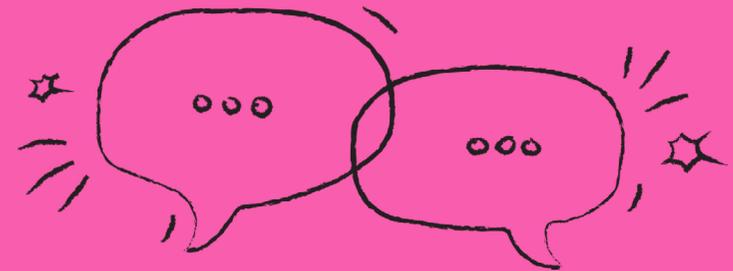
Tracking impact is important to understand how your youth engagement initiative can contribute to creating meaningful change for young people and other stakeholders. It's important to plan for impact and work together with young people from the beginning. Together you can think about how you'll track outcomes. Consider involving young people in defining what success looks like, and in documenting your progress toward those goals.

The tools you use to measure impact should be structured yet flexible, so you have a clear starting point but can adapt it to meet the diverse experiences of young people and capture their stories of change.

Some measurable outcomes you could collect evidence for include:

- Youth engagement leads to positive change and development.
- Youth engagement is accessible and inclusive.
- Youth engagement is respectful and equitable.
- Youth engagement is appropriately resourced.
- Youth engagement supports transparency and accountability.

Collecting evidence isn't just about numbers (quantitative data), it's about gathering personal experiences (qualitative data) to show the full impact on young people. Collecting this data is important to understand how your engagement affects young people's lives, their emotions, and what they do.



02

ONGOING FEEDBACK MECHANISMS

Collecting feedback regularly from young people is important to showing you respect their ideas and demonstrating accountability. Ideally, you'll collect feedback at multiple stages, allowing for real-time and accurate insights from those involved. Make sure to share your findings, and your plans for actioning these, so everyone involved knows you're listening and taking feedback on board. If you're unable to action something, share why. Methods you may consider using include surveys, polls, retrospective meetings, regular check-ins, exit interviews, workshops and focus groups.

See the 'Youth-led evaluation' tool for guidance on how you can involve young people in the evaluation process.

The 'Feedback loop template' will support you to implement regular check-ins with participants, making their input is captured and reflected in decision-making.



03

REFLECTIONS AND LESSONS

Reflection is not only about success, but also about learning from failures. Reflect on the lessons learned and share these with others so you can continuously improve. See the 'Additional resources' in this guide for a 'Reflective impact log' and a 'Self-reflection journal' to support your reflective practices.



04

SUSTAINABILITY AND FUTURE PLANNING

Sustainability requires careful planning and collaboration with young people to make sure your work can continue to change and evolve as needed to meet your goals. You might also want to consider planning for impacts, beyond the lifecycle of your initial work. Use the following questions as a structure for discussing long-term goals and strategies with young participants.

- What aspects of the project should continue?
- What should we do differently moving forward?
- How can we make sure the project is sustainable?
- What role would you like to play in the future of the project?
- How would you like to continue engaging with government beyond the project? Joining the Office for Youth's mailing list, so you can take part in future opportunities to inform decision-making, is one option.

See the 'Feedback evaluation findings' tool for guidance on how you can share a clear and engaging summary of the evaluation findings with young people.

ADDITIONAL RESOURCES

The below impact tracking resources have been developed by the Young and Resilient Research Centre, based on learnings, sources, and expert guidance from Matter of Focus. These resources will provide all the additional guidance you need to start your impact tracking journey.

- **Impact Mapping Tool:** This impact mapping tool can help you to see what data, information and feedback you need to collect to help understand the progress towards the change you are hoping to make.
- **Reflective Impact Log:** Use this tool to think about the successful outcomes of your work and areas where the engagement did not meet its goals.
- **Self-Reflection Journal:** This reflective tool is for young people to document their experiences and what they have gained throughout the project. If they are comfortable sharing it with you, it could provide valuable insights.
- **Evaluation Feedback Template:** Use this template to gather feedback from young participants after engaging with them. It will help you to see what did and didn't work.

