**Journey to Justice monitoring and evaluation guidance**

**Outcomes will be agreed (see national Outcomes and Indicators grid)**

The three main outcomes we expect to see from the project including visits to our exhibition are:

* Increased awareness of the long history in the UK and globally of individuals and movements who have taken a stand for human rights and what makes them work;
* As a result of participating in Journey to Justice activities, participants\* are inspired and empowered to take action for human rights whether by campaigning or other means;
* The Journey to Justice exhibition programme in XXX creates a lasting network of people committed to taking action for social justice.

\*NB Include volunteers and local steering group as participants.

Success is measured by a mixture of reported and observed impact on knowledge, understanding, attitudes, feelings and actions in the short and longer term, using a variety of methods. We agree milestones with participants, the skills they seek to develop within the remit of the project, the benefits they hope to gain, and how to measure progress.

Evaluation is embedded from the outset, so as to capture baseline measures against which to assess the impact. We will measure progress at the beginning, middle and end of the project [this would depend on the length of the project – to be discussed] and capture learning as it develops. The evaluation will mainly be administered by course leaders and volunteers and they will decide which methods suit which activity. Where funds allow, independent evaluators might be appointed. Data captured will be quantitative and qualitative, using a combination of methods known to motivate and be meaningful. Please see this Evaluation Resources Pack for creative ideas:

<http://www.phf.org.uk/publications/evaluation-resources-pack/>

Some people may not be confident about their reading and writing, some may not be confident about talking, and others may not have English as their first language. We will use participatory methods where appropriate for group projects.

We will use blogs, 1:1 and group interviews, case studies and questionnaires, audio-visual and observation methods relating to communication, teamwork, knowledge and understanding, participation and taking non-violent action for social justice (e.g. campaigning, teaching, offering support. There are numerous ways to define ‘taking action’). Where appropriate, we will develop tools which can be adapted, for example the Outcomes STAR, audio-visual recordings and diaries, oral history, interviews and participation in the arts. Where possible and with their permission, participants should be re-visited after 3-4 months and a year after the project where possible in order to assess the impact of their involvement with JtoJ.

[This document will be re-visited and updated regularly in light of our partners’ feedback]

And for evaluating the overall programme locally, please make sure to include the following headings and any others agreed in discussion:

* **Partnership** – how well it worked (could refer to MOU and see what we all said we’d do?)
* Could say something about **funding** of the exhibition programme.
* **Steering group** – membership, experience, database accessible to JtoJ national, sub-groups?
* **Co-ordination** of the JtoJ project overall.
* **Fundraising** who did it? Which sources did you try? Outcomes?
* **Monitoring and evaluation** – who had responsibility? Which tools were used?
* **Local history** – criteria for stories? Who created/researched/curated the stories?
* **Volunteers** – recruitment, training, experience.
* **Programme** – education, arts & social change – who co-ordinated? Content, impact, reach.
* Any **training?**
* **Involvement of schools**/young people/community groups – at exhibition or related activities
* **PR &marketing** - plan, who co-ordinated it? Including social media, local press/TV, print etc.
* **Local website**
* **Launch and closing event**.
* **Impact of the exhibition on visitors, numbers, tags.**
* **Outcomes** as above
* Plans for **Phase Two**.
* **Contact with next JtoJ place and passing on lessons**.

Do ask for examples of existing evaluation reports. For examples:

Newcastle (2015):

<http://journeytojustice.org.uk/wp/wp-content/uploads/2016/08/FootstepsToFreedom_Evaluation1.pdf>

Sunderland (2016):

<http://journeytojustice.org.uk/wp/wp-content/uploads/2017/04/Sunderland_evaluation.pdf>