



## Club Project Evaluation

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The following is an evaluation form that a club can use to assess the success of its club projects. Each year, clubs should evaluate each of its projects to ensure that they are meeting the mission of Soroptimist and are valuable for the club and the community.

### Section I. Identification

1. Name of the project \_\_\_\_\_
2. When did the project begin? \_\_\_\_\_
3. In the past club year, \_\_\_\_\_ out of \_\_\_\_\_ club members worked on this project, which is \_\_\_\_\_ percent of the club's membership.
4. In the past club year, club members spent \_\_\_\_\_ hours on this project.
5. In the past club year, the club spent \$ \_\_\_\_\_ on the project which is \_\_\_\_\_ percent of the club's budget.

### Section II. Mission

6. Does the program improve the lives of women and girls? More specifically, are the beneficiaries of the project *only* women or girls?

Yes                      No

### Section III. Goals

7. The project supports the program goal of the SIA strategic plan. (Please consult the SIA strategic plan available in the library of the member's only section of the SIA website.)

Yes                      No

If yes, which one?

8. The club recruited new members as a direct result of this project.

Yes                      No

9. The project received media coverage in the past club year.

Yes                      No

If no, did the club try to get media coverage in the past club year?

10. The club successfully raised funds from others for this project (could include individuals who are not members, organizations or businesses).

Yes No

#### Section IV. Community Impact

11. Does the program serve a need not met by other organizations?

*Strongly Agree Agree Undecided Disagree Strongly Disagree*

12. Is the impact of the project on women and girls consistent with the financial and human resources required of the club?

*Strongly Agree Agree Undecided Disagree Strongly Disagree*

13. Does the program contribute positively to the image of the club in the community as an organization that improves the lives of women and girls?

*Strongly Agree Agree Undecided Disagree Strongly Disagree*

#### Section V. Evaluation

Section I is to identify the project and to give the club an idea of the amount of human and financial resources invested in it. Use this information in conjunction with the results from the other sections to evaluate the project. (Pay particular attention to the amount of time and the number of members that participated in the program. It will help to answer question 12.)

Section II addresses the project in relation to the Soroptimist mission to improve the lives of women and girls. Although there is nothing inherently wrong with projects that focus on women *and* men or girls *and* boys, they do not help the organization or the club to define itself, raise its public profile or achieve its goals. If the project does not focus solely on women and girls, it should be repurposed.

Section III addresses the project in relation to other important Soroptimist goals. In addition to improving the lives of women and girls, Soroptimist has additional goals pertaining to public awareness, fundraising and membership. A successful club project would achieve at least three of the four goals.

Section IV addresses the attractiveness and importance of the project within the community and its impact. A successful project would rate “agree” or “strongly agree” on each of these questions.

In summary, a valuable club project would support the mission of the organization, achieve at least three of the four goals in Section III, and rate an “agree” or “strongly agree” on all of the questions in Section IV.

Deficiencies identified through the evaluation are not necessarily a reason to discontinue a project. Instead the club should craft a plan to address the deficiencies. However, the evaluation could uncover that the club is spending more money and time than is reflected in the project’s impact, or that the project is not supporting the mission or goals of Soroptimist. If this is the case, the club should investigate new project ideas. Model program kits are available from headquarters to assist clubs in designing community projects that improve the lives of women and girls in local communities.

If there are any questions about evaluating club projects, please contact the program department at Soroptimist headquarters.