

## LOGIC MODEL SHORT GUIDE

### 0. DOCUMENT STRUCTURE

This short guide consists of following sections describing:

1. What a logic model is;
2. How to use our template in order to create a logic model;
3. How to use your logic model within your project.

### 1. WHAT IS A LOGIC MODEL?

A logic model is a tool used at the beginning (or before the start) of a project. It helps you to **structurally plan the societal impact** of your project or orient your project towards societal goals. The model is used to **systematically reflect** on your project and impact goals and draw learnings from it. Additionally, it can be used as a basis for developing a (self-)evaluation design and **monitor your impact**.

A logic model consists of different sections: Inputs, Activities, Outputs, Outcomes and Impact (in our template in **dark blue**). These sections organize the logic model – starting from what you do and create within your project, towards the changes this results in, and the impact this contributes to. The model should *logically* link all of these events together to structure the desired change processes. These logical links form so-called “**pathways to impact**”. A logic model makes the pathways to impact explicit and relates different pathways to one another and demonstrates how they lead to the impact goals.

This short guide gives you a brief overview on how to use our template. A longer guide will be published in 2023.

### 2. HOW TO USE OUR TEMPLATE

#### 2.1. PRINTING

You can either use the template digitally or print it out. If you print it out, it is recommended **to print each sheet on A3**. Printing the sheets on A4 might make the font too small to easily read the instructions and not give you enough space within the blocks.

#### 2.2. TEMPLATE STRUCTURE

Our template is divided into two parts:

- a **preliminary exercise** (first sheet) and
- the **logic model template** (second sheet).

**The logic model is the main output.** The preliminary exercise helps you to develop the logic model and to formulate your impact goals.

The template consists of different **blocks**. Every block consists of a number, a title, a main question and additional questions to specify additional information. The number of every block indicates the order in which the template is to be filled out first. The blocks are **colour-coded**:

- **Green** stands for blocks in the **preliminary exercise**.
- **Dark blue** stands for the sections within the **logic model**.
- **Light blue** stands for **further steps** in finalizing and using your logic model.

Keep in mind, though, that creating a logic model is not a linear process, but rather a **“ping-pong” process**. That means you will go back and forth between the blocks to refine your ideas and make your logic model more concrete.

### 2.3. FILLING THE TEMPLATE OUT

- Start with the preliminary exercise (**1 Problem**, **2 Stakeholders**, **3 Solutions**, and **4 Vision Building**) and then move on to the logic model template.
- On the logic model template, start with block **5 Impact** - especially summarizing your thoughts from **4 Vision Building**. The idea is to start with the “end” of the logic model which should help you to always orient your project towards these impact goals.
- Work your way back now towards **6 Outcomes** (mid-term) and **7 Outcomes** (short-term).
- Jump now to **8 Inputs** which is technically the “start” of the logic model. Work your way forward towards **9 Activities** and **10 Outputs**.

### 2.4. FINALIZING YOUR LOGIC MODEL

You have now filled out every block of the logic model template. However, there are a few more steps before your logic model is ready.

#### **11 Gaps** :

- The **left side** of the logic model (between Inputs and Outputs) is **what is planned** within your project and what ought to happen. On the **right side** of the logic model (between short-term Outcomes and Impact) are the **desired changes** related to your goals.
- Try to link the two sides together and see if what you have planned (left side) **matches** with what you want to achieve (right side). If necessary, **make adaptations** on what you have planned.

#### **12 Assumptions** :

- Making the underlying assumptions informing the model explicit, will help you make the impact pathways and the assumed change processes more robust.

### Clustering and rearranging your ideas:

- Filling out the template once will not yield a final model. It is important to cluster your ideas for each section (Input, Activities, Outputs, Outcomes and Impact) to make coherent pathways.
- Go from Inputs to Impact and ask yourself at each element of the pathway, “What are the effects or consequences of this element?”, to **move forward**. Then, go from Impacts to Inputs asking yourself, “What is needed in order achieve this element?”, to **move backwards**. This will help you to consolidate your logic model and create logical impact pathways.
- **Iterate** these steps as much as necessary until you have a coherent model.

### Writing a narrative:

- Explaining the model and the different impact pathways in a **text** will help you to test its coherence and robustness. Besides, it can be used as an effective **communication tool** to pitch your project.

## 3. FURTHER STEPS: HOW TO USE YOUR LOGIC MODEL

### 13 Monitoring :

- Once you have a coherent model, it is important to use it as a **tool for reflection** to see if you are achieving what you intended, or if the model needs to be **adapted** because circumstances changed.
- Choose the elements in your model which are the **most crucial** for your project and decide how you want to monitor them. However, coming up with a **self-evaluation design** to monitor your own project takes up more resources. A template to guide you through this is in the process of being created.
- If you want to monitor the **outcomes of involving citizens or patients** in your research project, check out the [OIS Impact Model](#) & [OIS Reflection Instruments](#)!

#### 4. SOURCES

The creation of the template was informed by following guides and articles:

Douthwaite, B., Álvarez, S., Thiele, G., & Mackay, R. (2008). *Participatory Impact Pathways Analysis: A practical method for project planning and evaluation*.

<https://cgspace.cgiar.org/handle/10568/70093>

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TASO. (2020). *TASO Evaluation Planning Leader's Pack*. Transforming Access and Student Outcomes in Higher Education. <https://taso.org.uk/evidence/evaluation-guidance-resources/toc/theory-of-change-leader-pack/>

Vogel, I. (2012). *ESPA guide to working with Theory of Change for research projects*. Ecosystem Services for Poverty Alleviation. <https://www.espa.ac.uk/files/espa/ESPA-Theory-of-Change-Manual-FINAL.pdf>

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