



How to complete your Community Benefit SA (CBSA) Project Evaluation

Why does CBSA evaluate funded projects? ?

Community Benefit SA evaluates projects in order to better understand the impact of its grant making in supporting individuals and families in the South Australian community.

What does CBSA require to complete a project evaluation?

Community Benefit SA requires all questions to be completed in two documents; the project evaluation and the financial certification. Please use your project details in your funding agreement (i.e. target groups, number of people benefitting and outcomes) to complete the questions.

Evaluation question guide

1. List the target groups or special needs groups that benefitted?

Please highlight any target group or special needs group that has benefitted as a result of the Community Benefit SA funding. This should correspond to the target groups identified in your application and funding agreement, but may include others.

2. Write the total number of people benefitting by the project?

Please ensure the number you report on is measured in the same way as detailed in your project details eg. people per week or people per year. Also be mindful of the difference between number of people supported (individual people) and number of contacts - (various services provided to the same individual/s).

3. What outcomes were achieved?

Please refer to the outcomes listed in your project details for the target group and outcomes for the agency and report against the projects ability to meet these.

4. Did the project meet the needs that led to this project or do those needs still exist, provide detail.

With reference to the need that was highlighted in your application and grant agreement, how has your project addressed this need? If the need still exists, highlight how your organisation will attempt to meet this need in the future.

5. Did you experience any difficulties delivering the project, if so how were they overcome?

Difficulties could include a delay in recruiting staff or participants for a specific project, managing your budget to meet the needs of the project, lack of co-operation from partners etc.

6. Any other comments – provide any other information relevant to the project.

Feel free to comment on the sustainability of the project beyond the life of the funding, any media or good news stories from the project, relevant participant feedback, organisational plans for the future etc.

Need Help?

Contact the CBSA team to discuss your Project Evaluation in more detail on 1300 650 985