

Appendix 1: Glossary of Terms

Goal: The project goal answers the question, “what is it that you ultimately expect your project to contribute to achieving, recognizing that a goal may take years to accomplish?” For example, “to contribute to reducing rates of violence against women in rural communities in Eastern Canada”.

Objective: The objective(s) reflect what is expected to be achieved by project end, not how it is planned to be achieved. It should answer the question, “what will have changed by the end of the project?” An example is, “to increase the capacity of at-risk-women in rural communities X, Y, and Z to better identify and respond to issues of gender-based violence within their families, communities, and workplaces”.

Input: The financial and non-financial (human, organizational, material) resources used to implement activities. Examples of inputs include: funds, personnel, time, effort, equipment, supplies, etc.

Activity: Specific, key actions taken which use inputs to produce outputs. Examples of activities include: capacity-building workshops, resource development, networking, etc. Each activity should yield a corresponding output.

Output: Immediate products, goods or services stemming directly from the activities of a project. For example, pamphlets, reports, training sessions, tools, codes of practice, protocols, etc. Each activity should have a corresponding output.

Outcome: Is a result, a describable or measurable change that a project is designed to produce. Results should be SMART: Specific, Measurable, Achievable, Relevant, and Time-bound. There are short-term, medium-term, and long-term outcomes.

Indicator: A qualitative (descriptive) or quantitative (numerical) means of measuring an outcome(s), that helps gauge the achievement(s) of a project. Indicators provide the information/evidence/proof to demonstrate that a result has been achieved. For example, “level of understanding among information session participants about violence against women”.