



Issue Identification, Assessment and Evaluation Process

Process for Determining Issues for Action

1. Identify potential issues
2. Solicit research and evidence to determine size, impact and scope of issue
3. Analyze data to determine if the issue is athlete-related, i.e., in conflict with an athlete-centered sport system. Determine who has authority over, and who is affected by, the issue.
4. Determine the expected outcomes of acting on the issue
5. Review what has been done in past and what currently exists
6. Decide what needs to be done
7. Determine potential partners – who needs to be involved
8. Prepare action plan for the Athletes' Council, NSO Board or committee members and recommendations

Criteria for Assessing Issues

- Amount of control or influence over issue
- Sport versus societal or personal issue
- Research and evidence substantive
- Possible impact; likelihood of success
- Availability of partners
- Cost-benefit
- Implications of action
- Implications of not taking action
- Potential for sustainable solutions

Monitoring and Evaluation

A monitoring and evaluation strategy will be developed for each of the selected issues for action.

1. Short and longer-term outcomes expected as a result of the work, including targets
2. Key indicators of success
3. An evaluation strategy to measure the longer-term impacts of the work undertaken, including the collection of baseline data
4. A monitoring strategy to capture and report on ongoing progress.

Reporting on Plans and Progress

The responsibility of who will oversee each issue for action should be clearly identified. Regular updates to the council, committee and/or board should include progress to date, emerging issues, action plans, recommended actions for other parties/partners, results of any evaluations, and related materials for NSO/multi-sport meetings.