

INVENTORY TEMPLATE - (SIDE)EFFECTS

MAKE MORE CONSCIOUS AND CAREFUL CHOICES? DO IT!

Date of this exercise:/...../.....

Participants in this exercise:

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Method

Together with your project or working group, map out the possible (side) effects for each action or option proposal that you formulate under the strategic and operational objectives. This includes both intended and unintended (side) effects, both in a positive and negative sense. Do this for the time period during your action or project, as well as after your action or project, and in the longer term. Who and what are strengthened by your action or project? Who and what are weakened by your action? Does your action have an impact on other target groups than initially intended? Will your action provoke resistance from certain people? Will your action also set other things in motion? Does your action interfere with ongoing actions? ... Think broadly.

In dialogue with your working group, you then give each of the (side) effects a ranking or relative weight. Then, based on this weighting, determine which action or option is the best choice for you and you will now make an effective choice. Feel free to fine-tune your action proposal. Justify why and also look back at the initial problem definition and objectives.

Finally, in this initial phase, think carefully about how you are going to prevent and/or remedy these almost unavoidable negative (side) effects and how to enhance positive (side) effects. During the execution of your action, periodically take up the results of this exercise as a check. Good luck.



Problem / challenge:

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Strategic objective:

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Operational objective(s):

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Action / Option proposal 1 (What, how, who, when, where, cost)

What:

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How:

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Who:

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When:

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Where:

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Costs:

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	POSITIVE (SIDE) EFFECTS	WEIGHING/RANKING	NEGATIVE (SIDE)EFFECTS	WEIGHING/RANKING
SHORT TERM (during the project)				
MEDIUM TERM (max. 1 year after the project has ended)				
LONG TERM (from 2 years after the end of the project)				

Action / Option proposal 2 (What, how, who, when, where, cost)

What:

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How:

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Who:

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When:

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Where:

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Costs:

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	POSITIVE (SIDE) EFFECTS	WEIGHING/RANKING	NEGATIVE (SIDE)EFFECTS	WEIGHING/RANKING
SHORT TERM (during the project)				
MEDIUM TERM (max. 1 year after the project has ended)				
LONG TERM (from 2 years after the end of the project)				

Motivation / Conclusion:

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