



STEP 3  
**TASK 3.3**

# Quality check and activity description

A tool to quality check and describe your intervention and activities.





# Overview



## Purpose

- Helps you to **quality check** the shortlisted interventions
- Enables you to **describe** the chosen activities.

## Who is involved?

- Core team.









## What is the output?

- A description of the most effective and impactful interventions.

## WORKSHEET 1

# Practical criteria checklist









Consider checking the shortlisted ideas against these criteria

Criterion	Question	Answer		Actions: address 'no' answers
<b>Relevance</b>	Is the intervention activity relevant for addressing the problem? Does it link to the problem?	 YES	 NO	
<b>Affordability</b>	Can the activity be funded with the current budget and resources available?	 YES	 NO	
<b>Practicability</b>	Does the team have the necessary skills and competences to implement the activity?	 YES	 NO	
<b>Independence</b>	Can the activity achieve the desired outcome alone without being supported by other activities?	 YES	 NO	

## WORKSHEET 2

# Context matching checklist













Consider checking the shortlisted ideas against these criteria

Criterion	Question	Answer		Actions: address 'no' answers
<b>Political fit</b>	Does the activity fit with the political priorities and does it support the current political priorities?	 YES	 NO	
<b>Systemic fit</b>	Can the activity be integrated into the current system of similar activities or services?	 YES	 NO	
<b>Acceptability (among target group and delivery staff)</b>	Will the activity be well received by the target group? Does the activity have the support of those who will deliver it?	 YES	 NO	
<b>Practicability/ feasibility</b>	Is it easy for the target group to use it and for the staff (or the system) to deliver it? Is the level of maintenance high?	 YES	 NO	

## WORKSHEET 3

# Context matching checklist

Consider checking the shortlisted ideas against these criteria

Criterion	Question	Answer		Actions: address 'no' answers
<b>Acceptability</b>	Is it acceptable to key stakeholders (the target group, potential funders, practitioners delivering the interventions and relevant community and commercial groups)?	 YES	 NO	
<b>Practicability</b>	Can it be implemented at scale within the intended context, and material and human resources? Is the intervention sustainable?	 YES	 NO	
<b>Effectiveness/ cost-effectiveness</b>	Is the intervention effective in achieving the policy objective(s)? Will it reach the intended target group, and will it have a great effect on those who are reached?	 YES	 NO	
<b>Affordability</b>	Can it be afforded when delivered at the scale intended? Can the necessary budget be found for it? Will it provide a good return on investment?	 YES	 NO	
<b>Side effects</b>	Will lead to unintended adverse outcomes?	 YES	 NO	
<b>Equity</b>	Will it increase differences between advantaged and disadvantaged sectors of society?	 YES	 NO	

## WORKSHEET 4

# Describe the intervention and its activities

Describe the activities. Consider the eight dimensions listed on the right when describing the intervention and its activities.

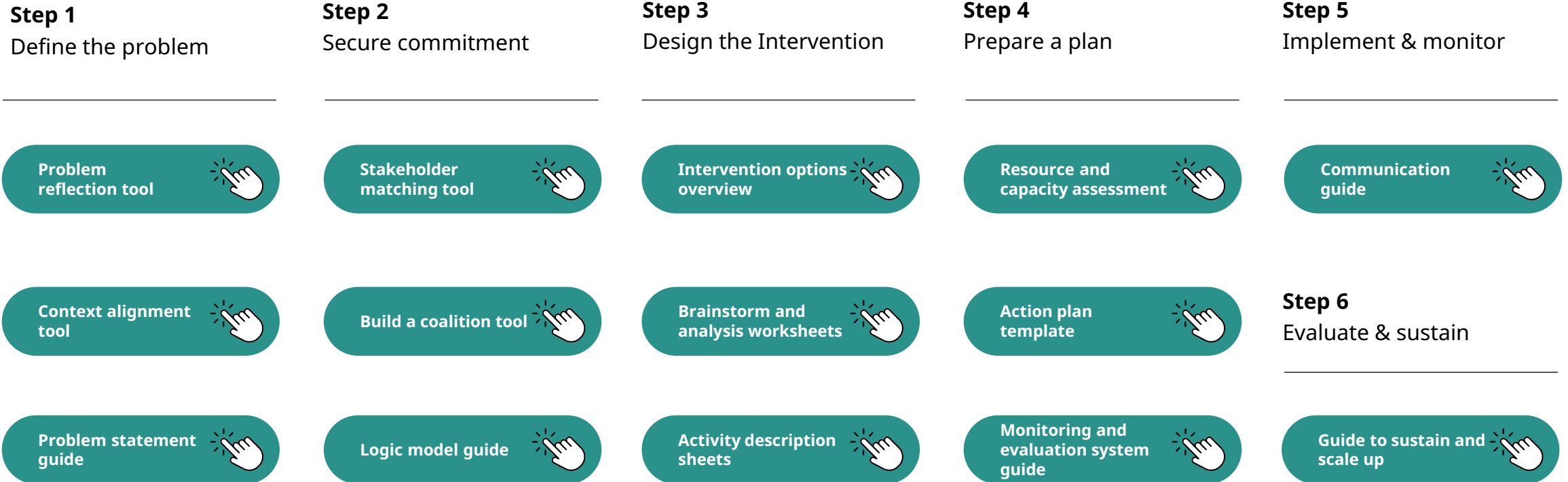


### Share your findings!

Disseminate the information gained throughout Step 3 to your stakeholders to ensure commitment, trust and transparency.

Dimension	Description	Additional information
<b>Content</b> What is being delivered?		
<b>Provider</b> Who is delivering the content?		
<b>Setting</b> Where will the content be delivered?		
<b>Recipients</b> To whom will the content be delivered?		
<b>Intensity</b> Over how many contacts will it be delivered (how many times)?		
<b>Duration</b> Over what period will the content be delivered?		
<b>Fidelity</b> To what extent can it be delivered as intended?		
<b>Mode of delivery</b> How will it be delivered (telephone, f2f, online etc)?		

# Other tools available from the Urban Diabetes Action Framework



# More information and feedback

Please share your experience of working with this tool so that we can develop and improve our tools to support the development of effective interventions.



Get in touch 

Urban Diabetes Action Framework 

[citieschangingdiabetes.com](https://citieschangingdiabetes.com)







# cities changing diabetes

The Cities Changing Diabetes programme works to map the problem of obesity and type 2 diabetes in cities, share learnings and act as a catalyst for meaningful action, which can help bend the urban diabetes curve.

In partnership, we are calling on every city to ask itself:

*'What will it take to bend the diabetes curve in our city?'*

## 30+

More than 30 partner cities

## 150m+

Representing more than 150 million citizens<sup>1</sup>

1. United Nations, Department of Economic and Social Affairs, Population Division (2014). World Urbanization Prospects: The 2014 Revision.