

## Audit Matrix: Questions and sources for evaluation of the effectiveness of a Large Scale Intervention

Nr.	Factors	Client	Project leader	Consultant	Part. Pl. Gr.	Part. Conf.	Contract	Rep. Pl. Group	Design	Invitations	Conf. Rep.	Other
<b>1.</b>	<b>Context/Task</b>											
1.1	What was the intention of the LSI?	x	x	x	x					x	x	
1.2	How participative was the LSI?	x	x	x	x	x	x	x				
<b>2.</b>	<b>Client</b>											
2.1	What made you say <i>Yes</i> to this contract? Were did you say <i>No</i> to?	x	x	x								
2.2	What were your expectations at the beginning of the LSI?	x	x	x								
2.3	Were you prepared to support follow up? Did you?	x	x									
<b>3.</b>	<b>Consultant</b>											
3.1	Why did you choose for LSI?	x	x	x								
3.2	How do you see your role in the process?	x	x	x								
3.3	What do you consider as your strengths and weaknesses for this process?	x	x	x								
3.4	How were you trained to work with large groups?			x								
3.5	Were there difficult moments for you? What did you do?			x								
<b>4.</b>	<b>Intervention</b>											
4.1	Was the conference part of a larger effort?	x					x		x	x		x
4.2	Was it the right time for the process and the conference?	x	x	x	x	x						
4.3	How was the planning team made up?	x	x	x	x			x				
4.4	How was the stakeholder analyses done?	x	x	x	x							
4.5	Was the design coherent with context, task, relations, and directions?	x	x	x	x	x		x	x	x		
4.7	How much work was done by the planning group, how much in the LGI, how much by consultants?	x	x	x	x	x			x			
4.8	Was there a critical mass of the system involved in the overall process?	x	x		x				x	x	x	
4.9	Were the right people in the room at the conference?	x	x	x	x	x			x			
4.10	How was paid attention to (key) stakeholders not present?	x	x	x	x	x						
4.11	Did you feel involved in the process? Why?					x						
	<b>LGI (Conference)</b>											
4.12	Was the purpose and process of the conference clear to you?				x	x				x		
4.13	Did you feel free to come, to participate or not?	x	x		x	x						
4.14	Did you feel free in what and how to contribute?	x	x		x	x						
4.15	How was the whole explored?	x	x	x	x	x			x		x	
4.16	Did you experience a feeling of community?				x	x						
4.17	Did you have fun? Why?	x	x	x	x	x						
4.18	How was action planning done?	x	x	x	x	x			x		x	
4.19	Did the conference setting facilitate the goals of the meeting? How?	x	x	x	x	x						
4.20	Was attention paid to the working principles of the process? How?	x	x	x	x	x			x			
4.21	What moments did stand out for you? Why? (Differences, conflict)	x	x		x	x						
4.22	What did the facilitators do or not do that was important to you?	x	x		x	x						
4.23	How was time managed? Were you satisfied with that?	x	x	x	x	x						
4.24	What did you feel responsible for?				x	x			x	x	x	
4.25	Did the conference work for you? Why?	x	x		x	x						
<b>5.</b>	<b>Effects first order: short term goals are reached</b>											
5.1	Did you get what you wanted? Why?	x	x		x	x						x
5.2	Did the consultants accomplish what they set out to do?	x	x	x				x				x
5.3	What do you do different, what changes are made, as a result of the process?	x	x		x	x						x
5.4	What don't you do anymore?	x	x		x	x						x
5.6	Was it worth the effort? Would you do it again?	x	x		x	x						x
<b>6.</b>	<b>Effects second order: sustainable effects</b>											
6.1	Were there more LSIs or other participative meetings? Why?	x	x		x	x						x
6.2	What can you do you could not do before as a result of the process?	x	x		x	x						x
6.3	Do you meet differently? (diversity, interactivity, setting, images)	x	x		x	x						x
6.5	Do you communicate differently? (new language, more reflection)	x	x		x	x						x
6.6	How is the process doing? Is it monitored? How?	x	x		x	x						x
<b>7.</b>	<b>Did you experience undesired effects as a result of the process?</b>	x	x		x	x						x