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**FRAMEWORK**

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| **What is the issue?**   * How does it specifically impact on women?
* Do particular communities of women experience this issue differently / more acutely?
* What specific Human Rights are being violated?
* Is there adequate research on women’s experience of the issue that can be used as evidence.

  | **What action is required?**   * Try to be specific. Having a long term vision is important, but short term outcomes will be more constructive.
* Are your desired outcomes achievable?

   | **Who are the duty bearers?**   * Make sure you identify the Duty Bearers that can influence change. This might not always be who you think it is. Elected Representatives, such as Councillors may help you, but it may be council officers for example who will actually be responsible for the change you require.

  | **What are the expected completion dates for action to be taken?**  * Make sure timeframes are achievable.
* Remember to include time for Duty Bearers to investigate what can be achieved. It is a good idea to speak to them before setting your timeframe, although you should also consider how important it is for women for change to be achieved as soon as possible.
 | **How will you report back?**   * Make sure any report back is accessible to the women who have been involved, but also to any specific group of women the issue affects.
* Change will not be achieved overnight and your timeline should be a working document. Update as action is achieved, but also when deadlines have been missed. Who have you contacted? What extensions have been given and why?

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**FRAMEWORK MONITORING FORM**

**Name of Organisation:**

**Start date of Project:**

**Contact details: Name: Email: Telephone number:**

Please complete the details below and submit to GWVSN@wisewomen.org.uk. As you progress through your project add to your monitoring form and we will update the information on our website.

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| **What is the issue?** | **What action is required?** | **Who are the duty bearers?** | **What are the expected completion dates for action to be taken?** | **How will you report back?** |
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