# Project and program analysis tools

<table>
<thead>
<tr>
<th>Analysis tool/ Evaluation most useful for</th>
<th>Overview/description</th>
<th>Benefits (+) and shortcomings (–)</th>
<th>Additional information</th>
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| **Statistical analysis** Use for         | Statistical analysis is a set of tools and techniques used for describing, organising and interpreting information or data. May be applied to performance indicators against targets or to assess financial information, as well as survey information to provide quantitative results from qualitative data. | + With good data and sound techniques, clear answers within definable levels of confidence will be achieved  
  + Unbiased results from observed information  
  – Analysis, especially of biological information, may need to be done by a specialist statistician  
  – Expense of employing a statistician  
  – Requires reliable and trustworthy data which can be difficult to access | National Statistical Service: [www.nss.gov.au](http://www.nss.gov.au) |
| **Case studies** Use for                 | Case studies are relatively small-scale but focused investigations where the results of the studies are used to infer conditions, management consequences or relationships for a broader geographic areas or social groups. | + Cost-effective collection of data or information  
  + Able to infer relationships and outcomes  
  +/- Can use a range of techniques so pros and cons of methods used need to be considered  
  – Interpreting results of a case study too literally or too broadly could result in false assumptions | Case studies in sustainability from Western Australia: [www.communitybuilders.nsw.gov.au/building_stronger/enterprise/cs_wa.html](http://www.communitybuilders.nsw.gov.au/building_stronger/enterprise/cs_wa.html) |
| Checklists  | Use for | | Uses for Appropriateness | Checklists are lists designed to remind or inform an evaluator about things that need to be considered in an evaluation. List items may be weighted and responses scaled to semi-quantitatively compare alternatives. | + Simple to develop and use and easy to understand  
+ Provides an auditable and systematic method of evaluation  
– Lists may be too general or too specific  
– Results may be reliant on additional expert input | Evaluation checklists site:  
www.wmich.edu/evalctr/checklists/ |