



Australian Government

Department of Health, Disability and Ageing

Australia's
Disability
Strategy
2021-2031

Creating
an inclusive
community
together

Australia's Disability Strategy

Evaluation Toolkit



Easy
Read





Australian Government

**Department of Health,
Disability and Ageing**

The Australian Government Department of Health Disability and Ageing wrote this.

We say **DHDA** for short.

When you see the word **we** it means DHDA.



We wrote this in an easy to read way.

We use pictures to explain some ideas.

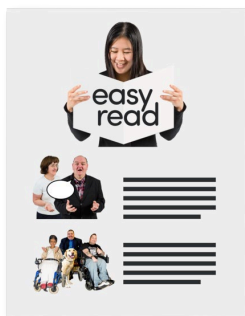
Bold

We have some words in **bold**.

Not bold

This means the letters are thicker and darker.

These are important words.



This is an Easy Read summary of another document.

This means it has the most important ideas.



You can ask for help to read this document.

You can ask

- A friend
- Family members
- A support person.



We recognise Aboriginal and Torres Strait Islander people as the **Traditional Owners** of the land we live on.



They were the **first people** to live on and use the

- Land
- Waters.

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How we made the toolkit



We made a **toolkit**.

A toolkit is

- Information
- Strategies
- Ideas.

All of them can be used to make a plan.



Lots of people helped us make the toolkit.



We wanted to make the toolkit

- **Accessible**
- **Inclusive.**



Accessible means everyone can use it.



Inclusive is when everyone

- Can **take part**
- Feels like they **belong**.



We listened to ideas from

- People with disability



- Disability Representative Organisations

We call them **DRO** for short.



- People who do **research**

Research means

- Finding out what people think about things
- Using the information to **help others**.



- The community



- People who work for the government.

What is evaluation

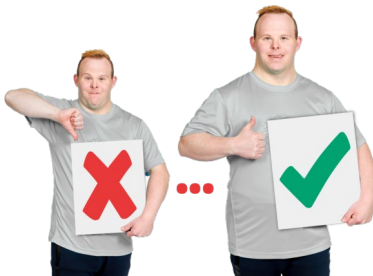


Evaluation means you look at what

- Went well
- Could be done better.



Evaluation helps us know if our plans are working.



Evaluation helps us to make things better for people with disability.

This means they get the right support.



Good evaluation should be

- Accessible
- Inclusive

For people with disability.

Evaluation stages



Evaluation has different **stages**.

Stages means different steps that need to be done.



There are **3** main stages.

1. Planning the evaluation



2. Doing the evaluation



3. Saying what you found in the evaluation.

This is called an **evaluation report**.



You might be involved with

- Some parts
- All parts.



You might have different ways to take part in evaluation.

For people with disability



You know a lot about your

- Life
- Experiences.



This helps you give ideas about

- **Policies**

Policies are plans for how to do things.



- **Programs**

Programs are done to support people in the community.

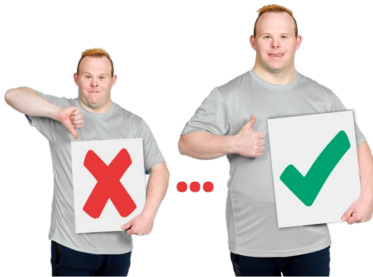


- Services.



Your ideas help make them more

- Accessible
- Inclusive.



Your ideas will help to know if things

- Are working
- Need to change.



You can choose to be involved in the evaluation.

You do **not** have to.

For evaluators



The people who do evaluation are called **evaluators**.



People with disability have said they want to be involved in evaluation.



It is important that from the start evaluators make things

- Accessible
- Inclusive.



By doing this it

- Saves time



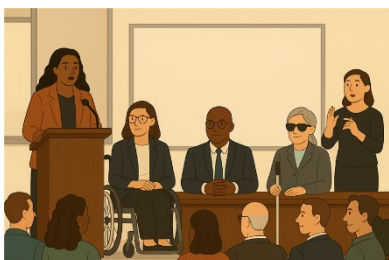
- Costs less money



- Means everyone can take part.



People with disability should be included in all stages of evaluation.



People with disability should be

- In **leadership positions**

Leadership positions are when you are in charge of a team or organisation.



- Able to make decisions from the start.



There are some things that organisations can do to make sure this happens.

They can choose



- People with disability as evaluators



- A **Co Chair** that is a person with disability

Co Chairs are the leaders of the group.



- People with disability who are **experts** about what is being evaluated

Experts are people who know a lot about something.



- People with disability to be in **governance groups.**



Governance groups are people who make sure that a

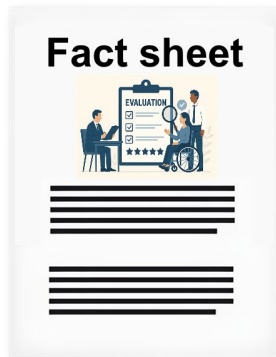
- Project
- Program

Works well.

It says

- How things will be done
- Makes decisions.

Fact sheets



The toolkit has 7 **fact sheets**.

Fact sheets have information about an issue.



The fact sheets

- Explain the issue



- Give examples to help you understand better



- Have links to websites.



The fact sheets talk about

1. Reasonable adjustments

Reasonable adjustments are things that make it easier for people with disability to take part.



2. Working with people with disability on evaluation

We call this **collaborating**.



3. Ethical evaluation

Ethical means doing things that

- Are good
- Do **not** hurt people.



4. Having your time and effort noticed like being paid for your time



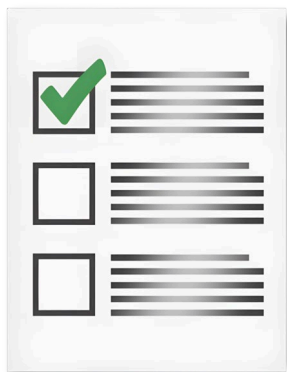
5. Ways to make evaluation inclusive.



You can go to the website to read them.

They are **not** in Easy Read.

Checklists



The toolkit has **2** checklists.



Checklist 1 is for people with disability.

It has questions to think about if you want to take part in evaluation.



Checklist 2 is for evaluators.

It has questions to think about making evaluation

- Accessible
- Inclusive.



This means more people with disability can take part.



You can go to the website to read them.

They are **not** in Easy Read.

Contact us



You can contact us if you **need more information**.



You can send us an email.

Australia'sDisabilityStrategy@health.gov.au



You can look at our website.

www.disabilitygateway.gov.au/ads

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