

# Social Value KPI Design Sheet

Turn a social value commitment into a measure that is clear, credible and straightforward to manage.

**How to use this sheet:** complete each box before delivery starts. Write enough detail for someone outside the project to understand exactly what will be measured and how performance will be checked.

PROJECT OR CONTRACT

PREPARED BY

DATE

## 01 Outcome

What change should people, communities or the environment experience?

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## 02 Commitment

What will the supplier do to contribute to that outcome?

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## 03 KPI

What single measure will show whether the commitment was delivered?

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## 04 Target

How much, by when, and against what baseline or starting point?

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## 05 Eligibility

Who or what counts? Define beneficiary, activity and exclusions.

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## 06 Geography

Where must the activity or benefit take place?

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## 07 Evidence

What evidence will be accepted, by whom, and at what standard?

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## 08 Reporting frequency

When will performance be reported and reviewed?

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## 09 Ownership

Who is responsible for delivery, checking and escalation?

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