

An introductory guide to

The LIGHT

Wheel toolkit:

a tool for measuring holistic change

November 2016

Version 1



Acronym list

CCM	Church and community mobilisation
DRR	Disaster risk reduction
FGD	Focus group discussion
LIGHT	Learning and Impact Guide to Holistic Transformation
LW	LIGHT Wheel
M&E	Monitoring and evaluation
NGO	Non-governmental organisation
QuIP	Qualitative Impact Assessment Protocol

About this guide

This introductory guide to the LIGHT Wheel is aimed at Tearfund staff and partners, M&E practitioners from across the sector, academics and anyone who is interested in measuring change holistically.

The guide will provide you with all the information you need to understand the theory behind the LIGHT Wheel and the purpose of it, and it will guide you as you decide how to use it. The second part of this guide, the LIGHT Wheel toolkit, contains all the tools and detailed guidance on how to use each of them.

The structure of this guide

The first section of this guide – What is the LIGHT Wheel? – explains the background behind the development of the LIGHT Wheel, the domains of change covered by the LIGHT Wheel, its theological basis and an introduction to the LIGHT Wheel tools. Section 2 – When can I use the LIGHT Wheel? – explores when the LIGHT Wheel can be used in the project cycle. Section 3 – How can I use the LIGHT Wheel? – explains the different ways the LIGHT Wheel can be used and includes case study examples for each type of use.

1. What is the LIGHT Wheel?

Why was the LIGHT Wheel developed?

At Tearfund, our goal is to bring about ‘whole-life transformation’ in the individuals whom we serve in the world’s poorest communities. We want to see ‘thriving and flourishing individuals and communities’: we pursue ‘holistic development’. Through our work, we aim for change in every aspect of a person or community’s well-being – including both spiritual and physical aspects. But what does it mean to flourish? What does whole-life transformation look like in practical terms?

The LIGHT Wheel has been developed by Tearfund’s Impact and Effectiveness team, influenced by the University of Bath’s work on well-being and other external evidence, to answer these very questions. It provides a framework – or underlying set of principles – which form our definition of whole-life transformation.

What does the LIGHT Wheel cover?

The LIGHT Wheel sets out nine domains which have an influence over an individual or community’s ability to live well, flourish and be resilient. These nine areas form the nine ‘spokes’ of the Wheel. Each spoke represents one aspect of what it means to flourish. By considering each spoke, a holistic view can be taken that brings together physical, social, economic and spiritual well-being. However, as the wheel analogy illustrates, all of these areas are inter-connected – just as they are in the life of any human being.

As the wheel rolls along its journey, it interacts with different elements of the context. Likewise, in a real-life situation, an individual or community is affected by the economy, by laws, by their environment, by their access to services, by their level of security etc.

Living faith

The LIGHT Wheel is unique in its consideration of the role of faith in a community or individual’s well-being. The ‘Living faith’ spoke considers the importance of faith (of any type) within the community as a whole but focuses primarily on the extent to which those who profess to be Christians are living out their Christian faith, both as individuals and as a broader church. It asks whether Christians are putting their faith into practice in their daily lives in a way which impacts the wider community, and how others in the community perceive Christians.

Why is the LIGHT Wheel important?

As Christians, we believe that it is important to monitor and assess our work and we believe that the LIGHT Wheel is a tool that can help us do so in a way that is biblical as well as effective.

We believe that there are two main biblical reasons for churches to review and assess their work in serving their communities. Both reasons are based on the fact that this work is part of God’s mission

to redeem and restore all creation, seeking his kingdom in all spheres of life, through words, deeds and character. This is what we call 'holistic' or 'integral mission'.¹ The first reason is that it is important that we honour God by serving him and doing his work to the best of our ability.

Reviewing our work helps us to learn how we are doing and to improve. The second reason is that it is important that we honour our supporters by using well the resources that they give us. Reviewing our work helps us to be accountable about what we do to those who help make it possible.

We believe that the LIGHT Wheel helps churches to understand the different kinds of transformation that we hope to see in communities in a biblical way. This is because it acknowledges:

1. That poverty is complex and has many aspects
2. That transformation takes time and will happen in stages
3. That different outcomes and kinds of transformation will be a priority in different communities and situations

The spokes of the LIGHT Wheel identify different aspects of poverty and help us to think about what transformation looks like in each of these areas of life. The image of a wheel with spokes reminds us that each aspect is connected to each other and that the full transformation that enables people to live 'life in all of its fullness' (John 10:10) requires transformation in all of these areas.

See Annex 4 for more detail on this.

The LIGHT Wheel tools

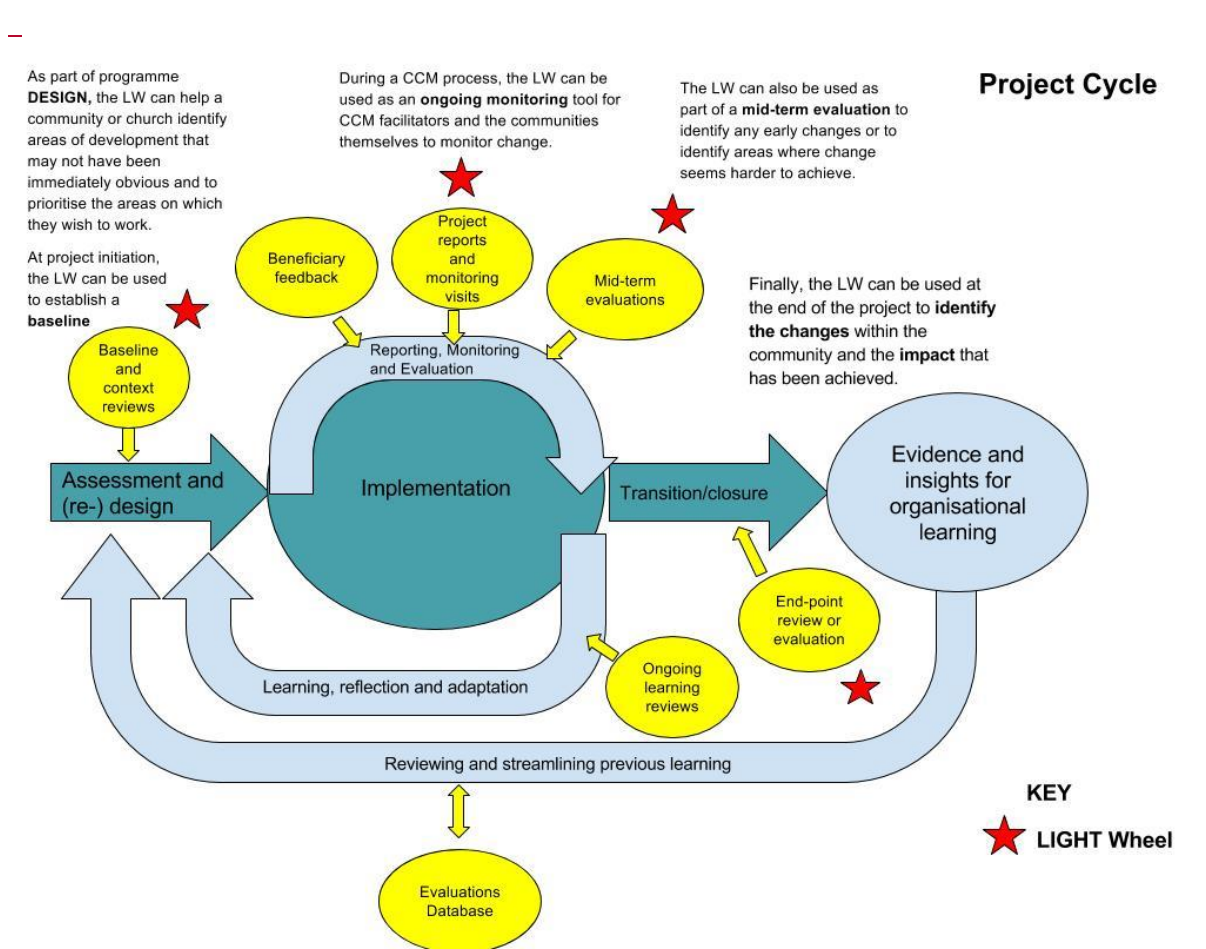
As well as providing a framework to think about whole-life transformation, the LIGHT Wheel contains a number of data collection tools which help us to measure and assess holistic change. The Wheel takes an assessment beyond direct outputs and outcomes of a particular initiative, programme, project or process, and looks at the intended and unintended impact. (For a summary of the LIGHT Wheel tools, read Annex 1, and for more detailed guidance on how to use each of the tools, see the LIGHT Wheel toolkit.)

For example, a disaster risk reduction (DRR) project may have been focused on training communities on how to respond to disasters and mitigate the effects of future events. The LIGHT Wheel would allow you to move beyond just asking and exploring the change in the community as a direct result of the project and could help you explore how the project has developed unity (social connections) and empowered people (participation and influence) which may not have been stated in the design of the project.

¹ 'Integral mission' is a particular term for a specific theological understanding of mission that emerged in Latin America in the 1960s and '70s. 'Holistic mission' is used to describe the same understanding of mission, and it is often a more commonly understood term. Tearfund prefers to use 'holistic' unless we are sure the people we are talking to know what 'integral mission' means or we have the opportunity to discuss the concept in depth. You can learn more about Tearfund's theology of mission by reading [A short introduction to mission](#), which can be found on the [Tearfund International Learning Zone \(TILZ\)](#) website.

2. When can I use the LIGHT Wheel?

The LIGHT Wheel framework provides us with underlying principles as we think about whole-life transformation; this enables a unified approach from the beginning to the end of the project cycle. The diagram below illustrates how all aspects of the project cycle – from design to evaluation and impact assessment – are grounded in one comprehensive approach to whole-life transformation.



It is strongly recommended that the LIGHT Wheel is used to **support country strategies**. The LIGHT Wheel can be used at the start of a strategy to form the baseline, again at the midpoint to review progress and finally towards the end of the strategy to establish the overall impact.

3. How can I use the LIGHT Wheel?

The LIGHT Wheel can be used in a number of different ways – from project design to evaluation and impact assessment. The quality of the evidence collected by the LIGHT Wheel tools will vary depending on the way they are used, and this will also determine the cost and resources required. The scale below illustrates the varying levels:



Below are explanations of each of the uses of the LIGHT Wheel, with case studies from different countries where it has been used. Each example includes the LIGHT Wheel tools that have been used, as well as the cost implications.

(For a summary of the LIGHT Wheel tools, see Annex 1. For more detailed guidance on how to use the tools, see the LIGHT Wheel toolkit.)

Below are examples of how the LIGHT Wheel has been used in the following ways:

1. Church or community self-assessment
2. Reference framework and strategy development
3. Baseline
4. Ongoing monitoring
5. Evaluation
6. Impact assessment

1. Self-assessment

Tools: Focus group discussions (FGD), scoring cards, direct observation checklist, radar diagrams

Cost: Low

The LIGHT Wheel can be used as a simple, light-touch assessment tool for communities and churches to assess their own progress. The guidance on how to lead FGDs in the *LIGHT Wheel toolkit* provides discussion topics and questions that cover each aspect of a community's well-being. Churches and communities can score themselves using the scoring cards, and discuss their findings. It might also be helpful to use the direct observation checklist in the *LIGHT Wheel toolkit* to take note of points of interest in the surroundings.

An example from Mozambique

In Mozambique, the local church used the LIGHT Wheel to score themselves. This allowed them to discuss issues which they might otherwise have avoided discussing, or which perhaps they would not

have thought of discussing without the LIGHT Wheel as a prompt. The church then agreed on areas where they were weak, and used the LIGHT Wheel to dream and set goals about where they wanted to be in the future.

‘The LIGHT Wheel allows local churches and the bigger church to hold a mirror to themselves through scoring themselves on nine key issues covered by the spokes. These areas reflect the total life of an individual, a family, a church or a community. My experience was to see the beauty of seven local churches evaluating themselves and eventually evaluating their big church.’

Earnest Maswera, Tearfund’s Country Representative for Mozambique

How did the church do this?

Each member was asked to score their local church on the Wheel. They were then all asked to score their church network on a bigger version of the Wheel. Each person then used their local church LIGHT Wheel score sheet to input into the bigger Wheel, in order to see how their local church’s score related to that of the wider church network.

The scoring focused on three main questions:

- a) What was your church like before the UMOJA process² started? (Pink)
- b) What is your church like now? (Green)
- c) What level do you hope your church will reach? (Yellow)



² Church and community mobilisation, otherwise known as Umoja (Swahili for ‘togetherness’), is a dynamic way of helping local churches to work together with their community in addressing needs using their own resources. It has brought remarkable transformation to local churches and their communities around the world.

Image 1: A radar diagram displaying the scores from one of the churches

A colour was allocated for each question, and each member was asked to allocate scores for each area, using the assigned colours. An average point was located for each colour and used to plot a graph representing the picture of the church in each area (as shown in Image 1).

Time did not permit much discussion around ‘why’ each participant scored the way they did and whether they agreed with the average score chosen. However, when participants did share why they had given certain scores, useful information was collected. For example, the fact that the group identified that men were beginning to participate in savings groups was a result of these discussions.

Simply asking ‘why’ participants scored the way they did provides very valuable insights. It is also useful to note areas that are not being addressed. In the case of AMICUM (one of the churches), the process of going through the LIGHT Wheel revealed that the church needed to pay more attention to developing members’ skills; they recognised their strength in social networks and in the use of material resources. Also, the church acknowledged the tendency to attract people from the same tribe; through the discussions, participants began to talk about strategies for reaching out to other tribes.

‘Indeed the Wheel is “light” and could help answer the questions that we have had for years on how to capture information generated by an UMOJA process. It is a simple tool that the local church and the community can use to critique itself and help to bring positive development.’

Earnest Maswera, Tearfund Country Representative for Mozambique

2. Reference framework and strategy development

Tools used: Maturity Model, LIGHT Wheel indicators

Cost: Low

The LIGHT Wheel can be used as a set of principles to develop a framework or strategy for a programme or initiative. Tearfund’s Inspired Individuals team have used the highest levels of the LIGHT Wheel Maturity Model (which can be found in the *LIGHT Wheel toolkit*) and adapted these to explain what they meant by wanting to see ‘thriving individuals, flourishing communities and nations’.

‘The LIGHT Wheel Level 5 descriptors (Maturity Model) provide us with an inspirational picture of Tearfund’s end goal: they help everyone to see that Tearfund is serious about empowering individuals, communities and nations experiencing the most damaging consequences of poverty and exclusion to overcome trauma, shocks and challenges and to discover a new experience of thriving and flourishing in strong, loving, values-centred communities where relationships at all levels are restored. Additionally, the tool itself, along with the indicators, provides communities with a means of measuring and benchmarking progress and thereby helps them and us to develop our approaches in contextualised ways for greater impact.’

Nicola Temple, Head of Inspired Individuals

The Inspired Individuals team is also planning to use the LIGHT Wheel indicators to develop a measurement framework. This will sit alongside a separate tool they have for measuring the individual's own personal development. Here is an excerpt from their strategy:

'When we describe our desired impact as "thriving individuals, flourishing communities and nations", the following statements encapsulate what we mean by this. Each of our Inspired Individuals is working towards a combination of these impact statements at an individual/community/regional/national level:

1. A clear growth in values-centred thinking, behaviours and actions is demonstrated.
2. Everyone can responsibly and equitably access the resources and skills they need to create and sustain their livelihoods. **Capabilities/material assets**
2. Everyone demonstrates a commitment to building and sustaining loving, equitable and affirming relationships that enable the common good and manage disagreements and conflict constructively. **Personal relationships**
3. Everyone feels accepted and included and that their contribution to community/society is valued. **Participation & influence, Social connections**
4. Everyone has access to the resources they need to grow and develop personally and spiritually and to live out their faith/spirituality in ways that impact community and society positively. **Living faith**
5. Everyone feels hopeful and positive about the future and that they are able to handle future shocks, stresses and uncertainties well. **Emotional health**
6. Everyone can equitably access the resources they need to experience continued good physical health and well-being. **Physical health**
7. Everyone feels empowered to contribute, together with others, to creating and developing positive community and societal change. **Social connections, Participation & influence**
8. Everyone contributes to creation care, helping one another understand and develop sustainable natural resource systems. **Stewardship of the environment**
9. Everyone is able to participate in empowering processes and systems that influence decision-making about the future. **Participation & influence**

The totality of these impact statements means that individuals, communities and nations experiencing the most damaging consequences of poverty and exclusion are empowered to overcome trauma, shocks and challenges, and to discover a new experience of thriving and flourishing in strong, loving, values-centred communities.

3. Baseline

Tools: FGD, direct observation, household survey (small sample size), secondary data

Cost: Medium/high (compared with non-LIGHT Wheel baseline, and the cost depends on context)

The LIGHT Wheel can be used to gather data for a baseline assessment of a community or region. This provides valuable data which can be used for project planning and prioritisation, and as a comparison point for evaluations. It is particularly suited to the church and community mobilisation (CCM) process, but can be used for any project baseline.

‘The LIGHT Wheel helps you to understand development holistically. It is a mechanism for planning for change. It helps a community to think about where they can improve: For example, “We are weak in our social connections: why is this? How can we change this?” It helps to reveal the gaps that you have in a community so you can plan. The LIGHT Wheel is not just a monitoring or impact assessment tool!’

Alison Fernandes, Tearfund Country Representative for Myanmar

Example from Myanmar

In Myanmar, Tearfund partner Myanmar Baptist Convention (MBC) is starting the CCM process in 50 communities. The LIGHT Wheel has been used to produce a baseline assessment of all communities – so that the communities, MBC and the Tearfund Myanmar team would know the status of the communities at the beginning of the process.

The process

In January 2016, two members of Tearfund’s Impact and Effectiveness team delivered LIGHT Wheel training in Myanmar to Tearfund staff, CCM facilitators, pastors and partner staff. This was a five-day training course covering the theory behind the LIGHT Wheel and practical guidance on how to use the tools, with one day spent collecting data in the field.

A few months later, more CCM coordinators and facilitators were trained in the LIGHT Wheel by those who had been trained earlier in the year. This group was then sent out to gather data for the baseline assessment, using the household survey, FGDs and direct observation.

Each of the communities selected has an average of 50 households, and approximately 15 of these households were sampled for the LIGHT Wheel household survey.

The team spent one day in each village, and split into two groups: one group did the household surveys and the other group did the transect walk and focus group discussions. Due to shortage of time, the team was unable to cover all the LIGHT Wheel spokes in the focus group discussions, but they were able to cover a few each time.

At the end of each day, the teams would come together and upload the data from the tablets/phones to KoBo (digital data collection tool), and discuss and write up their findings.

The results

A LIGHT Wheel report was produced for each of the 50 villages and this was analysed by the partner who then produced a two-page summary for each village. This will be used to assess progress throughout the CCM process. Tearfund and the partner are now (as at September 2016) working on a meta-analysis of all the villages.

Future plans

The aim is to conduct the household survey in the same villages in three years’ time (at the end of the CCM process) and to hold focus group discussions and direct observations at least annually to monitor progress continually.

Key lessons

- The enumerators (the people conducting the survey) were generally not from the villages surveyed, although most were from the local area. This was positive as it meant that they were able to ask questions of people who didn't know them, but they were not complete outsiders as they knew the local languages. *It is important to think about the relationship of the enumerators to the local communities; sometimes it can be a good thing if the local CCM facilitator assigned to the village is asking the questions, because they might be able to probe where they think the answer does not reflect reality, and a sense of trust might encourage honest answers. Conversely, the community members may not want to disclose negative information to their local CCM facilitators so this might skew the answers given. If the enumerator is not from the village, but is from the local area and speaks the local language, this might encourage more honest answers. This depends on the context: culture, relationships between facilitators and community, language etc.*
- In Myanmar, there are some local languages which cannot be translated by Google Translate. When this was the case, the enumerators had to translate the questions and the answers to enter them into the tablets, which could have caused some variation. *It is worth considering language restrictions before you go into the field, so that you can decide on the best wording of questions and translate these into the local languages. This will ensure that the questions are asked in the same way by all enumerators.*
- During the training, some of the CCM coordinators and facilitators were overwhelmed by the amount of information in the LIGHT Wheel. However, when they started using the LIGHT Wheel in the field, asking questions in the community, all the different bits of information became clear. In fact, the LIGHT Wheel helped them to understand development in a holistic way. This is particularly key for CCM which is about relationships and social connections – not just about material assets. The LIGHT Wheel helped them to see that things can still change in a community without external resources, thereby reinforcing the core values and principles of CCM.
- In the process of using the LIGHT Wheel for the baseline, the CCM facilitators and coordinators thought it would be useful to use the LIGHT Wheel each time they visit the villages, for ongoing monitoring. *The LIGHT Wheel can be used for ongoing monitoring: you might use just the focus group discussions to monitor the CCM process.*

Using the LIGHT Wheel to produce a baseline assessment has a higher cost than the typical baseline assessments produced in Myanmar previously. However, as Alison Fernandes explains, the results are much more useful:

'Tearfund Myanmar hired a part-time staff member dedicated to M&E and the LIGHT Wheel, which cost £4,000, but this does not account for the partner's costs and the time taken for analysis of the data.

'Before using the LIGHT Wheel, facilitators would fill in a form that would be collated across the villages (and would cost no more than £500) and this would form the baseline assessment. This was insufficient and ineffective: the data produced was not rigorous or helpful. So, although the cost of using the LIGHT Wheel is higher, it produces more accurate and appropriate results.'

Alison Fernandes, Tearfund Country Representative for Myanmar

4. Monitoring

Tools: FGD, direct observation, household survey (small sample size), secondary data

Cost: Low/medium

The LIGHT Wheel can be used to collect ongoing monitoring data for a project, programme or country strategy. In this scenario it is envisioned that the focus group discussions and direct observation would be the main sources of LIGHT Wheel data.

A project might conduct bi-monthly or quarterly FGDs, covering one or two spokes of the Wheel each time. Over the course of a year, these focus groups would cover all nine spokes. Data collected in this way would allow the project management team to reflect on progress (or lack of progress) and make any necessary changes to the project. This method of using the LIGHT Wheel is predominantly useful for ongoing monitoring of CCM processes/programmes where CCM facilitators and the communities themselves use the tool to monitor change. However, it is also possible for sector-specific projects to use selected spokes (and indicators related to these spokes) to collect ongoing monitoring data. For example, a livelihoods project could use the personal relationships, social connections and capabilities spokes to monitor progress.

Project progress can be monitored using the LIGHT Wheel indicators which can be found in the LIGHT Wheel toolkit. These can be used to provide a more objective perspective on the situation within a community and, if used in conjunction with a group discussion, can help provide a reference point for the discussion. Indicators are provided for each spoke of the Wheel and are divided into key indicators and additional indicators.

Displaying the indicators with the baseline and current readings along with some targets agreed with the community can be a source of celebration and encouragement for the community. It is therefore important that the results are made available to them.

Example from Myanmar

In Myanmar, LIGHT Wheel training was provided to partners in order to give them a solid understanding of the tool and confidence to use it to collect robust data. Partners who are working towards two specific country strategy objectives (Local church contributing towards building peace, reconciliation and healing from ethnic conflict trauma; Resilient communities are built through CCM) will use the LIGHT Wheel to collect evidence that can be summarised to show progress against these objectives. The plan is for the partners to use the LIGHT Wheel on an annual basis to collect this data. There is also potential for it to be used for monthly monitoring visits.

5. Evaluation

Tools: FGD, transect walk, household survey

Cost: Medium/high³

³ If using the LIGHT Wheel to design your evaluation questions, it would not cost you any more than any other evaluation. The only additional cost involved is the time it takes to train the enumerators. It takes three to four

The LIGHT Wheel can be used as part of an evaluation. When evaluating a project against the OECD-DAC criteria, the Wheel can be used to assess the 'impact' of the intervention. You can also use the LIGHT Wheel discussion questions to inform FGDs and key informant interviews as part of your evaluation. Below is an example of this from Zimbabwe.

Example from Zimbabwe, March 2015

The LIGHT Wheel was used as part of an evaluation of CCM work in Zimbabwe in March 2015. In designing the FGDs and key informant interviews, the evaluation team asked questions based on the LIGHT Wheel indicators.

Once the data had been collected and printed out, the evaluation team then went through the FGD and interview responses in detail and identified unique 'incidences of impact'. These individual 'incidences of impact' were then grouped together, under the relevant LIGHT Wheel spoke.

The team were then able to identify which spoke had the most impact, working downwards to which had the least. This enabled the team to assess what had been working well and what had not. For example, the team could see a strong correlation between 'Living faith' and 'Personal relationships'. There was limited impact within physical health, participation and influence, and stewardship of the environment. The evaluation team found it encouraging to see the holistic nature of impact brought about by CCM.

The evaluation team also used the LIGHT Wheel to assess the four different CCM approaches. By splitting the team into their respective organisational groups, the evaluation team asked the partners to go through the LIGHT Wheel and rank their project sites. This was done by asking questions based on the Maturity Model, such as: 'For social connections, read the five statements and agree on which stage your best project site is at. Then decide on which stage your worst project site is at. Finally, agree on where the majority of your sites are.' This was done retrospectively: groups were asked to score the communities before the CCM process started, and where they are today. Therefore, each partner provided a 'best, worst and average' score for before and after the CCM process.

During these sessions, FGD facilitators would constantly ask why scores had been given: 'But why do you think it is 3 and not 4?', 'Does stage 2 describe the community completely or are there other areas where the community does not match that stage, and should it be stage 3?' This encouraged participants to challenge each other on what they had seen in the field. Facilitators also encouraged discussion groups to give examples from the field to support their scores, rather than basing them on 'feelings' or 'opinions'. This resulted in spider diagrams for each partner and fed directly into the production of development plans.

6. Impact assessment

Tools: Household survey, FGD, transect walk, secondary data

days for a team to grasp the LIGHT Wheel and evaluate the scores. However, a good facilitator can guide this process well.

Cost: High (£20,000+)⁴

Using the LIGHT Wheel for an in-depth impact assessment will produce the most robust evidence of change. We don't currently have any examples of this being used in practice, but we have used the LIGHT Wheel as part of an existing methodology. Below is an example of the LIGHT Wheel embedded in an existing impact assessment methodology designed by the University of Bath.

Example of an impact assessment of CCM in Uganda

Tearfund is working with the University of Bath to embed the LIGHT Wheel into its impact assessment methodology – the QuIP (Qualitative Impact Assessment Protocol) – for an impact assessment of CCM in Uganda.

The QuIP is an impact assessment tool, designed to collect credible information directly from intended beneficiaries on the drivers of change in selected domains of their life over a predefined period of time.

The domains of change were devised using the nine LIGHT Wheel spokes. The questions for the interviews and focus group discussions were drawn from the QuIP standard template and the LIGHT Wheel household survey. Incorporating the LIGHT Wheel into the QuIP study allows us to measure holistic change through a robust and recognised method, which enables us to attribute change to key drivers, such as the local church, partner or initiatives.

⁴ This study with the University of Bath cost £28,000, with one Tearfund HQ staff member coordinating the project over a six-month period. The process also involved some coordination from partner staff in Uganda, and a reference group in Teddington to advise on the design and implementation of the research.

How do I decide how to use the LIGHT Wheel?

Now that you have read about all the different ways that the LIGHT Wheel can be used, it is time to decide how to use it.

Below is a summary table showing the uses of the LIGHT Wheel to help as you decide how to use the tool, but please don't hesitate to contact a member of Tearfund's Impact and Effectiveness team or email lightwheel.support@tearfund.org to discuss this further.

Uses of the LIGHT Wheel	Audience	Purpose	Benefits of the LIGHT Wheel	How?	What will it provide?	Resources Required	Example
<p>Self-assessment tool (for community/church leaders)</p>	<ul style="list-style-type: none"> • Community • Church • Partner 	<p>To reflect and learn best practice</p> <p>For the community to be encouraged with how far they have come and be inspired for how to move forward in the future</p>	<ul style="list-style-type: none"> • Holistic: looking at all areas of whole-life transformation • Or the community can decide to focus on one or a few domains • Easy to use • Encourages community to reflect on wider areas they may not have considered • Encourages community on where they have grown • Can be used retrospectively eg 'Has this changed since two years ago?' • Can portray the direct as well as indirect wider impact of programmes 	<p>For example:</p> <ul style="list-style-type: none"> • The facilitator supports community to reflect on one domain each month using the LW FGD tool • Use Maturity Model and radar diagram so community can see visually how they improve over time 	<ul style="list-style-type: none"> • Community can track performance on written radar diagrams • The community can own the findings • Partner can collect monitoring data • Learning for further improvements 	<ul style="list-style-type: none"> • LW introductory guide • LW FGD guide • Maturity Model • A facilitator (volunteer in the community or church leader) 	<p>Mozambique church self-scoring</p>

Uses of the LIGHT Wheel	Audience	Purpose	Benefits of the LIGHT Wheel	How?	What will it provide?	Resources Required	Example
Reference framework/strategy planning	Partner Country staff	<ul style="list-style-type: none"> • Use the LIGHT Wheel spokes as a set of underlying principles or reference framework to guide strategy development in order to consider holistic domains of transformation 	<ul style="list-style-type: none"> • Holistic: allows framework of all areas of life that should be considered • Gives consideration of wider impact than the immediate programme sectors 	<ul style="list-style-type: none"> • Use the Level 5 descriptors of the Maturity Model as guide to outcomes of strategy • Use the domains and indicators to shape strategy goals and also consider indirect outcomes 	<ul style="list-style-type: none"> • A framework for a strategy • Impact/outcome statements 	<ul style="list-style-type: none"> • LW introductory guide • Maturity Model • LW indicators 	Tearfund's Inspired Individuals team
Design/baseline	<ul style="list-style-type: none"> • Community • Partner • Country staff 	<ul style="list-style-type: none"> • To support the good design of a holistic programme • To give indicators/domains to consider in planning programme • To provide a comparison point for evaluations 	<ul style="list-style-type: none"> • This can be a light-touch self-assessment baseline completed and owned by communities themselves or a more rigorous baseline to compare with mid-term/end-term results later 	<ul style="list-style-type: none"> • Light-touch: FGD, self-assessment, direct observation • More rigorous: LW household survey, FGD, direct observation and context analysis 	<ul style="list-style-type: none"> • An understanding among community members of where they are starting from, opening up discussion on where they would like to be in the future • A comprehensive baseline report which can be used to refer to and compare mid-term and end-term results 	<ul style="list-style-type: none"> • LW introductory guide • Maturity Model • FGD • LW household survey • Depending on scale of the baseline, the cost and people resources will vary 	Myanmar CCM baseline

Uses of the LIGHT Wheel	Audience	Purpose	Benefits of the LIGHT Wheel	How?	What will it provide?	Resources Required	Example
Monitoring	<ul style="list-style-type: none"> • Partner • Country team • Tearfund • Community • Donor 	<ul style="list-style-type: none"> • To monitor a process, programme or intervention and track the progress and the change it is bringing • Judges efficiency of performing activities and consistency of delivering outputs 	<ul style="list-style-type: none"> • Framework for ongoing light-touch monitoring • The Maturity Model can portray the progress against chosen domains 	<ul style="list-style-type: none"> • Maturity Model discussed in FGDs • Direct observation • Use indicators to track progress 	<ul style="list-style-type: none"> • Data of progress against key indicators and in key chosen domains 	<ul style="list-style-type: none"> • Maturity Model • Indicators • Household survey • FGD guide • Using the LIGHT Wheel indicators to monitor progress should not cost any more than implementing a good practice monitoring plan • People: monitoring staff 	Myanmar LW ongoing monitoring

Uses of the LIGHT Wheel	Audience	Purpose	Benefits of the LIGHT Wheel	How?	What will it provide?	Resources Required	Example
Evaluation	<ul style="list-style-type: none"> • Partner • Country team • Community • Wider networks 	<ul style="list-style-type: none"> • To assess the relevance, performance and impact of ongoing and completed interventions (strategy, programme, project, process) 	<ul style="list-style-type: none"> • Explores in more depth the 'impact' criteria of an evaluation and collect evidence of impact • Provides key questions to evaluate whole-life transformation • The LIGHT Wheel can provide data for the 'impact' aspect of the OECD-DAC criteria, but other standard evaluation techniques would need to be used to answer the other criteria 	<ul style="list-style-type: none"> • FGD • Household survey • Direct observation • Context analysis 	<ul style="list-style-type: none"> • Evaluation report • Evidence of change across a project or programme • Learning and recommendations for the future 	<ul style="list-style-type: none"> • The resources required for the evaluation will vary depending on the scale of the programme • Please check Tearfund's M&E requirements for expected cost of M&E per programme on the Programme Effectiveness Hub 	Zimbabwe CCM evaluation 2016

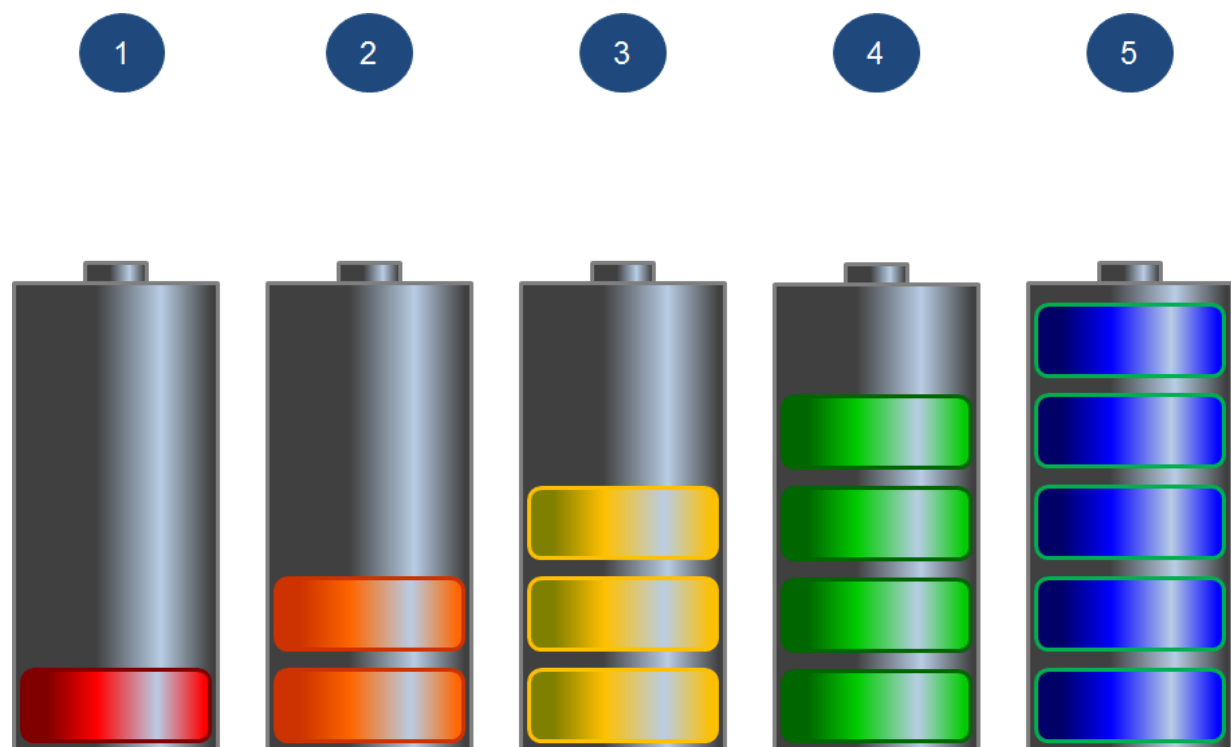
Uses of the LIGHT Wheel	Audience	Purpose	Benefits of the LIGHT Wheel	How?	What will it provide?	Resources Required	Example
Impact assessment	<ul style="list-style-type: none"> • Tearfund • Partner • Community • Donor • Wider networks 	<ul style="list-style-type: none"> • To explore attribution and contribution of the intervention to the change • To provide a methodology that can then be applied in different contexts using a more standardised approach, thus allowing greater comparability 	<ul style="list-style-type: none"> • Used on its own or in conjunction with other methodologies, it can be an impact assessment framework • Provides the most robust evidence of all the ways of using the LIGHT Wheel • Provides framework for comparative data • Combined with another methodology, can also give attribution – proof that the intervention has led directly to impact 	<ul style="list-style-type: none"> • This approach will include both quantitative (household surveys) and qualitative (focus groups, observations) data collection 	<ul style="list-style-type: none"> • Impact assessment report • Comparative data 	<ul style="list-style-type: none"> • LW introductory guide • Maturity Model • Indicators • Household survey • FGD guide • Example cost: £28,000 (two areas) • People: monitoring staff (The University of Bath provided enumerators) 	<p>Tearfund is working in partnership with the University of Bath on a methodology that incorporates the LIGHT Wheel into its QuIP methodology</p>

Annex 1: The LIGHT Wheel tools

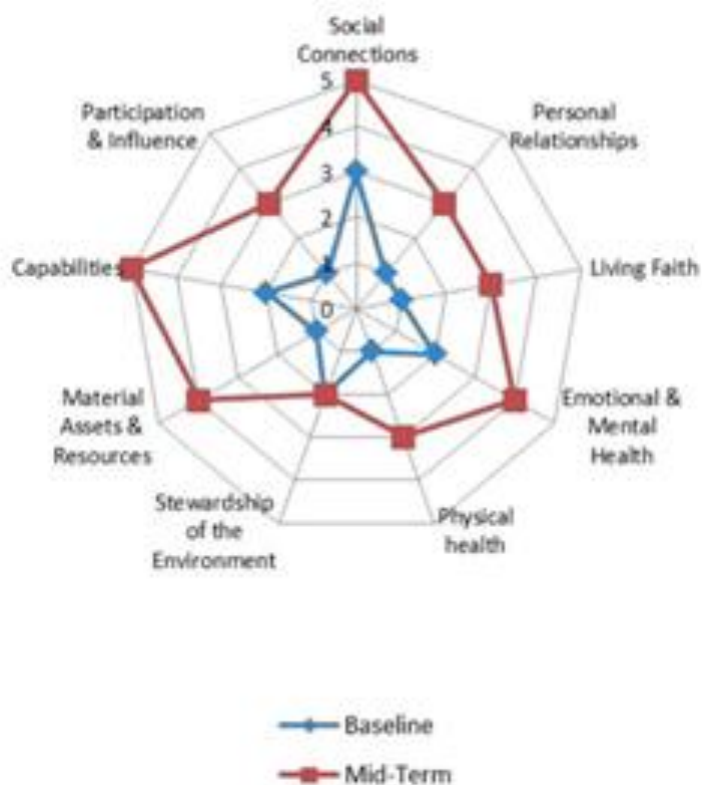
The *LIGHT Wheel toolkit* contains more detailed guidance on each of the LIGHT Wheel tools. Below is an introduction to each of them.

Focus group discussion (FGD) guide

Group discussion is at the heart of the LIGHT Wheel. The FGD guide takes the facilitator through questions to stimulate group discussion around each of the spokes. Once the group has discussed the questions, each member of the group scores themselves/their community according to where they think they are for each spoke. For example, after discussing 'personal relationships' in their community, they would score themselves on a scale of 1–5, and explain why this score was chosen. It is often in the 'why' discussion that the richest insights come to light. Download the **scoring cards** to see the different ways communities can score themselves. Here is one example:



Once a community has scored itself for each spoke, these scores can be plotted on a polar diagram (see below) to provide a visual picture of progress. By plotting the scores against each spoke at the baseline and again at various points through the life of the intervention, the areas of change and those where little change has been achieved are immediately obvious. This image can then be used to stimulate discussion on each area.



Household survey

The LIGHT Wheel household survey contains questions relating to each of the spokes. There are approximately 20 questions per spoke. The survey is designed to be used on mobile phones and tablets, and is available on KoBo. Data collected from the survey is triangulated with that collected in the focus group discussions: by looking at the data from both the survey and group discussions, you can begin to piece together a picture of the situation in the community.

Direct observation guide

Direct observation is one way of validating data collected through the household survey and group discussions. This involves visiting the community and observing the physical state of the environment as well as the behaviour and practices of the people. The direct observation guide gives some helpful pointers on what to look out for as you walk through the community. It also includes a checklist which you can use to record your observations, which is especially beneficial to CCM facilitators.

Guide to gathering secondary data

Consulting secondary data is another way of validating the findings from the group discussion and household survey. Secondary data is data that has been gathered by others: it could be official local or national government records, or research from NGOs or perhaps even commercial businesses. This guide suggests some international, national and local data sources for your research. Once you

have collected the relevant data, you can compare the local data you have collected with the national/international data. Informed by this comparison, you can then estimate a score for this community against each of the spokes. The guide includes a worksheet to capture your findings and a scoring sheet to record your scores.

Indicators and guide to using them

A set of indicators has been designed for the LIGHT Wheel. These can be used to provide a more objective perspective on the situation within a community and, if used in conjunction with a group discussion, can help provide a reference point for the discussion. Indicators are provided for each spoke of the Wheel and are divided into key indicators and additional indicators. We suggest that, at the very least, the key indicators are tracked and where possible some or all of the additional indicators. The household survey has been designed so that it will provide a score for each of the indicators. This is also useful in the design phase of a project: LIGHT Wheel indicators can be included in the logframe.

Maturity Model

This has been developed to help identify which stage a community is at for each spoke. This provides a description of what a typical community might look like at each stage.

There are other tools available to support you when using the LIGHT Wheel, including our context analysis guidance in the *LIGHT Wheel toolkit* and *Reveal toolkit*.

Annex 2: The LIGHT Wheel and CCM

The church and community mobilisation or Umoja process can be complemented by the LIGHT Wheel, which can be used at each step of the CCM process.

During **Phase 1**: Church awakening, the LIGHT Wheel can be used within a church congregation to help it take stock of itself: where, as a church, is it strong and where is it weak? It can help the church to ask questions of itself so that it can speak into the community with integrity. (See Section 1 of this guide: Self-assessment).

It can become a vital tool in **Phase 2** where the church and community begin to explore the full scope of their lives and determine the strengths that, together, they possess. The LIGHT Wheel can be used to envision the church and community to understand their situation holistically and ensure that important or uncomfortable areas are not overlooked. The LIGHT Wheel spokes have been used by some church leaders to preach on taboo topics such as mental and emotional health (see Section 1 of this guide on Self-assessment; see also 'Biblical reflections for each LIGHT Wheel spoke' in Annex F of the *LIGHT Wheel toolkit* for more detail).

As the community moves into **Phase 3**, the information-gathering phase, the LIGHT Wheel can highlight areas that may require deeper analysis or reflection cueing other tools such as those within the REVEAL resource.

The data gathered through the Wheel can then be brought forward into **Phase 4**, the analysis phase, providing a broad and rich baseline of the community.

Finally, as the community moves into **Phase 5**, the decision phase, the Wheel can help communities to establish priorities, set goals and track their progress.

Repeating the LIGHT Wheel self-assessment at regular intervals can allow communities to step back and review the impact that has been achieved, identifying areas where progress has been made and where it might be lagging. This could take the form of an annual discussion where the previous polar diagram is examined and used as the basis for a reflection on where progress seems to have been made and where it has been harder. A more formal re-assessment where two or three approaches are used (selected from group discussions, direct observation, the household survey and secondary observation) could then be done every two to three years.

Annex 3: The LIGHT Wheel and *Reveal*

The *Reveal* toolkit⁵ is a collection of tools (activities, games, guidance, Bible studies) for people working directly with local communities or churches. *Reveal* is divided into three sections:

Section A contains tools to help raise and explore hidden issues with communities and churches. These are issues that people often do not talk openly about. This may be because they are difficult or taboo issues such as abuse against children or women. Or they may be issues that a community does not yet understand, such as climate change.

Section B provides a series of Bible studies on all of the issues addressed in *Reveal*.

Section C then provides tools to use with communities once they have decided upon an issue or problem they would like to address. This section includes guidance on different approaches to tackling problems, and tools on planning and carrying out projects.

The LIGHT Wheel and *Reveal* can be used together to complement each other. Use of the LIGHT Wheel should demonstrate where communities are strong and areas where they need further development. These LIGHT Wheel spoke results should highlight development issues which can be 'revealed' with communities using some of the tools in Section A, or Bible studies in Section B of *Reveal*. Both the LIGHT Wheel and *Reveal* can highlight areas where communities may want support in their development: this can help communities, churches or partners identify appropriate development actions. Section C of *Reveal* can then provide practical support for this development.

⁵ For more detail on the REVEAL toolkit, visit http://tilz.tearfund.org/en/resources/reveal_toolkit/

Annex 4:

A biblical rationale for the LIGHT Wheel

The LIGHT Wheel is a way of assessing holistic transformation, in order to understand how individuals and communities are thriving. As Christians, we believe that it is important to monitor and assess our work and we believe that the LIGHT Wheel is a tool that can help us to do so in a way that is biblical as well as effective. This section will explain the biblical reasons why Tearfund believes that it is important to carry out reviews and assessments. It will then explain the reasons why we think the LIGHT Wheel helps us to understand and assess flourishing in a way that is biblical.

Participating in mission

'You will receive power when the Holy Spirit comes on you; and you will be my witnesses in Jerusalem, and in all Judea and Samaria, and to the ends of the earth.' **Acts 1:8**

The Bible tells us that God created the world but that, through sin and the Fall, the relationship between God and creation was broken (Genesis 1–3). It then tells us the story of God seeking to restore the creation he had made, beginning with Abraham and Israel and culminating with Jesus' life, death and resurrection. It is Jesus Christ who makes it possible for humanity and creation to be restored to a relationship with God through his willingness to be sacrificed for our sins, freeing us to enter a relationship with God again. (Paul sums this up for us in Romans 3:21–26.) Jesus invites us to follow and obey him, drawing us into a new relationship with God. He also commissions his followers to take on his mission when he returns to heaven. His first disciples become the early church, and the global church continues to participate in the mission of God.

Serving God to the best of our ability

'So, whether you eat or drink, or whatever you do, do all to the glory of God.'
I Corinthians 10:31

Since we believe that the work of the church is the mission of God, it is important that we honour and glorify God by carrying out this work to the best of our ability. God calls us to love our neighbours and to serve them (Luke 10:25–37; Matthew 25:34–45). We want to show the love of Jesus to our communities just as Jesus showed us the love of God (John 14:9–11). This kind of service, displaying God's love for all, not only meets material needs, but also opens up the possibility of a restored relationship with God for those who are willing to accept it. Reviewing our work gives us the opportunity to ask how we are showing God's love to our communities, and to think about how we could improve the way we do this.

As churches serve their communities, they discern the needs that they seek to meet and the outcomes and kinds of transformation that they want to see developing over time as a result of their work. These outcomes may include physical, economic, social and spiritual transformation. Reviewing our work and impact to see if these outcomes are occurring is an

important part of learning more about how we are serving God and improving in the role we play in his mission.

Being accountable to our supporters

'Well done, good and faithful servant! You have been faithful with a few things; I will put you in charge of many things.' **Matthew 25:23**

Thirdly, reviewing our work is an important part of being accountable to God for the way we use the gifts that he has given us. It is also an important part of being accountable to our supporters for the support that they give us, both in terms of money and prayer.

Stewardship of our resources is an important biblical mandate for humans. Ultimately, as Genesis 1:26–28 and Genesis 2:15 show us, humans have been given responsibility for looking after all of the resources of God's creation as his image-bearers and stewards.

In the parable of the talents (Matthew 25), Jesus tells his audience a story about three servants who have been given resources to use while their master is away. Two of the three servants use their resources well, see their work bear fruit and are rewarded. The third hides the money he is given and is punished for his failure to use it well. The parable – and the similar parable in Luke 19 – show us that we are given gifts (in particular, the gift of the Holy Spirit, but also spiritual gifts and practical talents) which we are to use to serve Christ and look after his 'estate' (the world) until he returns. Using them well will produce fruit: in this parable, it is money, but it may also be other forms of transformation, such as the outcomes we are seeking in our work. It will also, Christ promises, be rewarded with the gift of additional resources for us to use in the same way, for the glory of God and the pursuit of his mission.

Reviewing our work is an important part of checking that we are using our resources wisely and that they are bearing fruit. This enables us to learn and to develop and improve the way we use our resources in future.

Why do we think the LIGHT Wheel is a Christian approach to M&E?

Now that we have explained why Christians and churches should review their work in their communities, it is important to explain why we think that the LIGHT Wheel is a good tool to use in carrying out these assessments. We believe that the LIGHT Wheel helps churches to understand the different kinds of transformation that we hope and expect to see in communities in a biblical way. This is because it acknowledges:

1. That poverty is complex and has many aspects
2. That transformation takes time and will happen in stages
3. That different outcomes and kinds of transformation will be a priority in different communities and situations

As has been discussed, God created the world but his relationship with his creation was broken in the Fall. The mission of God, and therefore of the church, is to restore that relationship. The broken relationships between God and humans, between humans themselves, between humans and creation, and in human understanding of our own identity as God's image-bearers, are seen in the world in the way that we treat ourselves,

each other and creation, and are seen in different symptoms of economic and social injustice. This is why Tearfund says, 'Poverty is holistic: it is not just economic or physical but is also social, environmental and spiritual. It is complex and multifaceted.'

God's mission, seen most clearly in Jesus' ministry in the gospel, is also holistic. Jesus explains this in Luke 4, when he reads from the book of Isaiah in the synagogue saying, 'The Spirit of the Lord is on me, because he has anointed me to proclaim good news to the poor. He has sent me to proclaim freedom for the prisoners and recovery of sight for the blind, to set the oppressed free, to proclaim the year of the Lord's favour.' During his ministry, Jesus responded to all kinds of needs: social, physical and spiritual (casting out of demons), all of which enabled relationships to be restored and to flourish. His death on the cross made the final restoration between humans and God possible.

*'He was pierced for our transgressions... The punishment that brought us **peace** was upon Him, and by his wounds we are healed.'* **Isaiah 53:5**

Jesus' life, death and resurrection inaugurate the kingdom of God, in which humanity and the whole of creation will be restored to relationship with God. The kingdom of God is not a geographical realm but the place where God is king: where people live in obedience to him and follow his way (Matthew 3:2–3; John 18:36–37). It is a place of *shalom*: wholeness, healing, well-being, prosperity, security and justice, all experienced within life lived with God. The kingdom is not yet fully revealed and will not be fully present in the world until Christ's return (Ephesians 2:14–19; Hebrews 2:8–9; Revelation 21) but the church is established as a witness to the kingdom on earth, as it is in heaven, and to invite people into the kingdom. This is the holistic mission that the church has been given by Christ.

For Christians, transformation is a gradual process of becoming more like Christ (Romans 12:1–2). Community transformation, in all areas, also takes time, as God's people work with God to see his kingdom come. Transformation can and does take place in communities without the restoration of relationships with God, and non-Christians contribute to the transformation of communities. However, *whole-life* transformation of individuals and communities includes a spiritual transformation that we, as Christians, believe is marked by our saving relationship with God. Jesus' death and resurrection promise that individuals and communities can be released from poverty and injustice, including entering into a restored relationship with God and thriving in all spheres of life. The transformation will not be fully complete until Christ returns, and ultimately the acceptance of Christ's offer of salvation will be critical (Romans 8:18–25; Revelation 21). The LIGHT Wheel reminds us that transformation is not instant and also provides us with a tool for assessing where transformation is happening, for understanding how it is happening, and for identifying what work the church might do in future to seek further transformation.

The spokes of the LIGHT Wheel identify different aspects of poverty and help us to think about what transformation looks like in each of these areas of life. The image of a wheel with spokes reminds us that each aspect is connected to each other and that the full transformation that enables people to live life in all of its fullness (John 10:10) requires transformation in all of these areas. At the same time, the different spokes allow us to acknowledge that each community will have different needs and that local churches will focus on those areas that are most important in their communities – just as Jesus served the different needs of the people he met at different times. When using the LIGHT Wheel, you might see transformation taking place in one or two areas in particular, helping you to check

that work is having good results and also to remember you that there are other aspects to consider if your community is to flourish fully. Future work might follow in those areas.