Step 3: Design the Solution

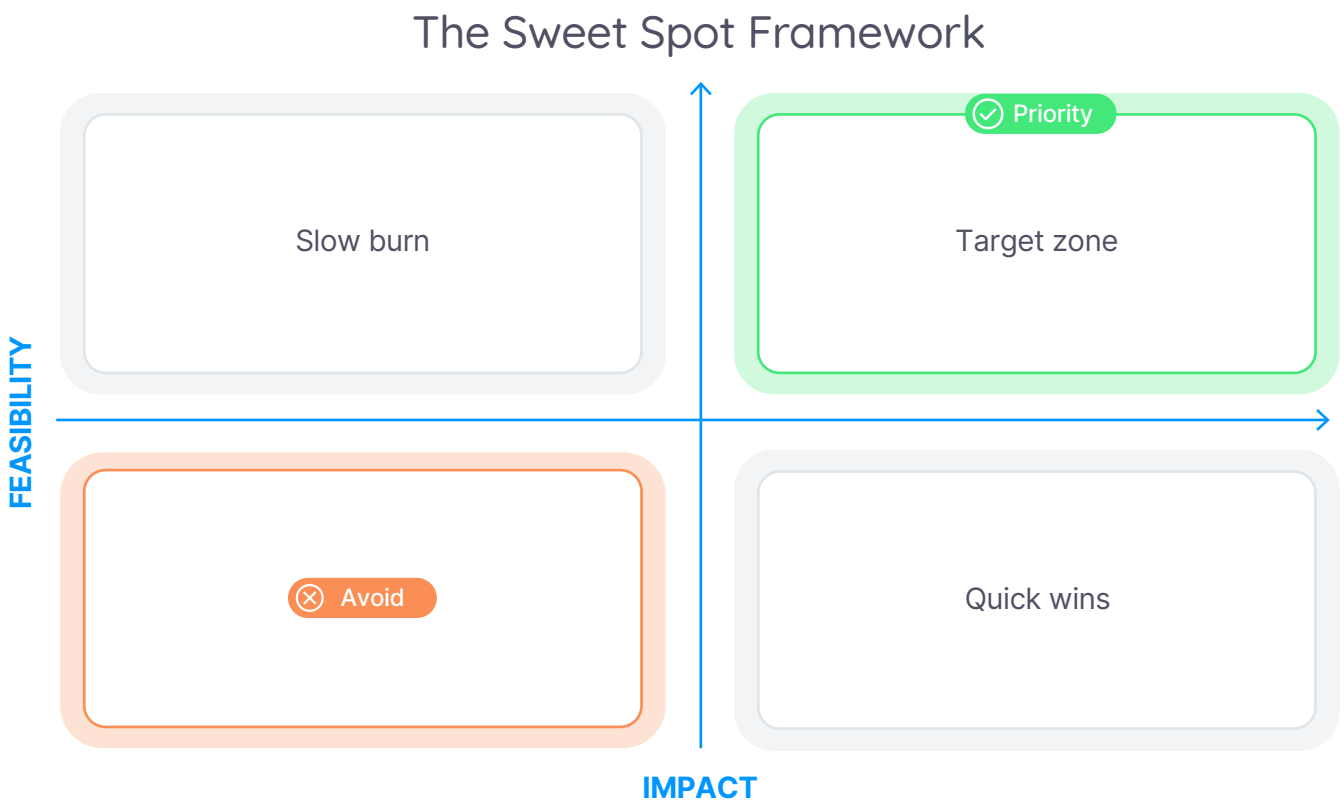
Part 3 - Intervention Shortlisting

This worksheet helps you decide which interventions to take forward to pilot stage. Building on the process in Worksheets 4 and 5, by the end of this worksheet you will have identified which ideas to pilot.

Selecting interventions is both art and science. While interventions scoring high on both impact and feasibility typically offer the best opportunities, your final choices should align with available resources, partnerships, budget constraints, and timeline requirements.

Consider your strategic approach: Are you seeking immediate quick wins to build momentum, or are you prepared to invest more time and effort to achieve transformational results? Both approaches have merit—your choice will depend on your context and goals.

Use the scoring guide and optional deep dive questions below to inform your evaluation process and team discussions or apply the systematic score option. Either approach will help guide you to prioritize intervention ideas and determine which are most suitable to take forward.



Your Goal: Aim for interventions in the top-right quadrant (high impact + high feasibility).

List Your Intervention Ideas

Write down all the intervention ideas you want to evaluate (aim for 3–8 ideas).

Select these from the ideas you stress-tested in Worksheet 5.

Intervention ideas:

1.	2.
3.	4.
5.	6.
7.	8.

Score Each Intervention

For each intervention, rate it using:

3 = High (Very good/feasible) 2 = Medium (Okay/some concerns) 1 = Low (Poor/major concerns)

Scoring Table:

Intervention	Time	Cost	Wind Conditions	Impact	TOTAL
1.	/ 3	/ 3	/ 3	/ 3	/ 12
2.	/ 3	/ 3	/ 3	/ 3	/ 12
3.	/ 3	/ 3	/ 3	/ 3	/ 12
4.	/ 3	/ 3	/ 3	/ 3	/ 12
5.	/ 3	/ 3	/ 3	/ 3	/ 12
6.	/ 3	/ 3	/ 3	/ 3	/ 12
7.	/ 3	/ 3	/ 3	/ 3	/ 12
8.	/ 3	/ 3	/ 3	/ 3	/ 12

Scoring Guide/ Guiding Questions

TIME
Can this be completed in your required timeframe?

- 3 = High (Definitely achievable on time)
- 2 = Medium (Tight but manageable timeline)
- 1 = Low (Not enough time available)

COST
Are the financial, human, and other resources available?

- 3 = High (All resources readily available)
- 2 = Medium (Most resources available, small gaps)
- 1 = Low (Major resource gaps or too expensive)

WIND CONDITIONS
What external factors might help or hinder this?

- 3 = High (Strong support from policies/ partners/timing)
- 2 = Medium (Some support, neutral conditions)
- 1 = Low (Significant barriers, opposition, or poor timing)

IMPACT
Will this achieve your desired outcomes?

- 3 = High (Very likely to create meaningful change)
- 2 = Medium (Moderate potential for impact)
- 1 = Low (Limited potential for impact)

Optional Deep Dive (APEASE Check)

For your top 3 scoring interventions, consider these additional factors:

Factor:	Intervention # ___	Intervention # ___	Intervention # ___
Acceptability (Will people accept it?)	High | Medium | Low	High | Medium | Low	High | Medium | Low
Practicability (Can it be delivered?)	High | Medium | Low	High | Medium | Low	High | Medium | Low
Effectiveness (Will it actually work?)	High | Medium | Low	High | Medium | Low	High | Medium | Low
Affordability (Sustainable long-term?)	High | Medium | Low	High | Medium | Low	High | Medium | Low
Side-effects (Unintended consequences?)	Few | Some | Many	Few | Some | Many	Few | Some | Many
Equity (Fair for all groups?)	High | Medium | Low	High | Medium | Low	High | Medium | Low

Make Your Final Selection

Top 3 Interventions by Score:

1.	/ 12
2.	/ 12
3.	/ 12

Decision Checklist:

- Which interventions scored highest overall?
- Are there any “Low” (1/3) ratings that are deal-breakers?
- What does your gut tell you about feasibility?
- Which aligns best with your Theory of Change?
- Do you have stakeholder buy-in for these options?

Final Shortlist to Move Forward:

1.

2.

3.

Document Your Decision

Why did you select these interventions?

Document Your Decision (cont.)

What are the main risks or concerns?

Next steps:

Pro Tips for Success:

- Include diverse voices: Get input from different stakeholders and team members
- Be brutally honest: Don't inflate scores—realistic assessment saves time later
- Trust the process: If an idea scored low, there's usually a good reason
- Quality over quantity: Better to execute fewer interventions well than spread resources thin
- Document everything: Your reasoning today will be valuable for future reviews

Remember: The "perfect" intervention rarely exists. Choose interventions that are good enough to start, with room to learn and adapt.

Great work on completing Worksheet 6.

Now you know which interventions you want to pilot, you are ready for Step 4 – Deliver!

Your progress:

