SDG
Self-Assessment Tool

Blessed are the peacemakers, for they will be called children of God.
(Matthew 5,9)
A brief guide to the SDG self-assessment tool

This tool is a simple and quick way of gathering information about how your current work contributes to the UN agenda. Just follow these few steps as you go through the process.

WHAT

Each Sustainable Development Goal (SDG) has a set of targets and indicators attached to it. The self-assessment will guide you through a process of gathering information about how the work you are currently doing is linked to these targets and indicators. This assessment tool is not a scientific tool that measures actual quantitative or qualitative results of your work. Rather it is designed to:

1) raise your awareness of the SDGs, their targets and indicators;
2) show how your work is interlinked with the SDGs and how you are contributing to their achievement;
3) help you identify the concrete steps you may want to undertake to widen and deepen the work you are presently doing.

WHO

The assessment tool is meant for any church or church-related organization that finds it useful. It can be used by one congregation, institution or organization or it can be completed from a regional perspective (e.g. diocese) or from a national or international perspective.

When filling out the user information, it is important to communicate and understand clearly what level you work at (local, regional or international) and who you represent.

The questions in this tool are formulated in “you” form. “You” in this context means the church, organization or institution you represent, not you personally.

WHY

Seeing the links between your activities and the SDG targets and indicators will help you to:

1) look at your work from a fresh perspective, namely that of the UN Agenda 2030 for Sustainable Development;
2) make the work you are doing more visible locally, nationally and globally;
3) help you inform your current and potential funding and implementation partners about what you have accomplished;
4) identify work results that can guide future planning.

The results of the questionnaire may surprise you. You are quite likely contributing to many SDGs without knowing it! No matter how big or small your contribution is: All steps taken towards meeting the goals are important!

HOW TO COMPLETE THE SELF-ASSESSMENT TOOL

1) Call together an assessment team to answer the questions in the self-assessment form.
2) Include staff from different management levels, project and administrative staff, and representatives of the communities you serve.
3) Print enough copies of the assessment form for everyone to read and follow up the discussion. Appoint one person to note down the team’s answers to the questions.
4) Gather copies of policies, guidelines, Standard Operating Procedures and any other tools that your staff uses in their day-to-day work. This will help you answer the questions.
5) Take notes of your observations and of any activities that you are running which are not mentioned in the assessment tool. The questions in the assessment tool arise from
the UN targets and indicators so they will not cover the full range of activities in which your organization is engaged.

5) Answer all the questions. If your organization does work related to the activity listed, tick ‘yes’ and answer any related sub-questions. If a question does not apply to you, simply select ‘not yet’ and move to the next question. By selecting ‘I don’t know’ you can skip the question and come back to it later. Please note that the assessment is not finalized as long as there are questions with ticks in ‘I don’t know’ boxes.

6) Many questions cover a range of different options. If your answer to one of the options is ‘yes’, you can tick ‘yes’ for the entire question.

Let’s get started!
**USER INFORMATION**

Your country: ________________________________

Name of your church/institution/organization: ______________________________________________________________________

Name and position of the contact person: ______________________________________________________________________________

Email address: ______________________________________________________________________________________________________

How would you describe your organization (Please select all that apply):

- [ ] International
- [ ] Regional
- [ ] National
- [ ] Local
- [ ] Other (please specify) ______________________________________________________________________________________

Your organization has operations in (Please select all that apply):

- [ ] Developing country
- [ ] LDC (least developed country)
- [ ] Developed country
- [ ] Not applicable ______________________________________________________________________________________________

Which of the following best describes institution/organization?

- [ ] Church
- [ ] Ecumenical organization or network
- [ ] Church-based development organization / Faith-based organization (FBO)
- [ ] Specialized service institution (school, hospital etc.)
- [ ] Other — please explain _______________________________________________________________________________________

Names and positions of those who participated in the self-assessment process:

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<thead>
<tr>
<th>Name</th>
<th>Position</th>
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Waking the Giant
SDG
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Sustainable Development Goal 16
Promote just, peaceful and inclusive societies

A. You provide spiritual, psychosocial, or physical support to victims or people at risk of human trafficking (e.g. marginalized individuals, displaced persons)

- YES □
- NOT YET □
- I DON’T KNOW □

+1 POINT!

A.a You identify people at risk for human trafficking and invite them to join your activities

- NOT YET □
- YES □

+1 POINT!

A.b You assist victims or people at risk of human trafficking by providing:
- shelter
- food
- medical care
- help to reunite separated children with parents/caregivers
- counseling or spiritual assistance and/or
- other practical or pastoral support

- NOT YET □
- YES □

+1 POINT!

SUSTAINABLE DEVELOPMENT GOALS

16.2 End abuse, exploitation, trafficking and all forms of violence against and torture of children

5.2 Eliminate all forms of violence against all women and girls in the public and private spheres, including trafficking and sexual and other types of exploitation

GOOD JOB!
You are contributing to the following targets and indicators

16.2.1 Proportion of children aged 1-17 years who experienced any physical punishment and/or psychological aggression by caregivers in the past month

16.2.2 Number of victims of human trafficking per 100,000 population, by sex, age and form of exploitation

16.2.3 Proportion of young women and men aged 18-29 years who experienced sexual violence by age 18

5.2.1 Proportion of ever-partnered women and girls aged 15 years and older subjected to physical, sexual or psychological violence by a current or former intimate partner in the previous 12 months, by form of violence and by age

5.2.2 Proportion of women and girls aged 15 years and older subjected to sexual violence by persons other than an intimate partner in the previous 12 months, by age and place of occurrence

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B. You raise awareness about human trafficking

YES □ NOT YET □ I DON'T KNOW □

+1 POINT!

B.a You provide resources (e.g. leaflets) to people informing them about the risk of human trafficking

NOT YET □ YES □

+1 POINT!

B.b You train your staff and/or community members about effective methods for protecting humans from trafficking

NOT YET □ YES □

+1 POINT!

B.c You cooperate with other local, regional, national or international actors in order to make human trafficking visible and prevent it

NOT YET □ YES □

+1 POINT!

16.2 End abuse, exploitation, trafficking and all forms of violence against and torture of children

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C. You provide information, teach or preach about non-violent parenting and respect for children’s rights

- YES □
- NOT YET □
- I DON’T KNOW □

+1 POINT!

C.a You actively discourage physical, corporal or aggressive verbal punishment of children (including any form of shaking, hitting, spanking, slapping, insulting or mobbing)

- NOT YET □
- YES □

+1 POINT!

C.b You do not tolerate that your staff members use physical or aggressive verbal punishment against children

- NOT YET □
- YES □

+1 POINT!

C.c You inform parents/caregivers/guardians about non-violent ways of upbringing children

- NOT YET □
- YES □

+1 POINT!

SUSTAINABLE DEVELOPMENT GOALS

16.2 End abuse, exploitation, trafficking and all forms of violence against and torture of children

GOOD JOB! You are contributing to the following targets and indicators

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D. You promote non-violent behavior and/or support victims of violence

YES  NOT YET  I DON'T KNOW

+1 POINT!

Sustainable Development GOALS

D.a
You have a policy, code of conduct, complaints procedures or whistleblower mechanism to assist victims of any form of violence or abuse at the work place

NOT YET  YES

+1 POINT!

D.b
You practice zero tolerance for violence in any forms affecting staff, members of the congregation or partners of your organization

NOT YET  YES

+1 POINT!

D.c
You are vocal and firm in discouraging/advocating against violence (including sexual violence)

NOT YET  YES

+1 POINT!

Sustainable Development Goal 16
Promote just, peaceful and inclusive societies

16.1 Significantly reduce all forms of violence and related death rates everywhere

16.3 Promote the rule of law at the national and international levels and ensure equal access to justice for all

16.1.3 Proportion of population subjected to (a) physical violence, (b) psychological violence and (c) sexual violence in the previous 12 months

16.1.3 Proportion of victims of violence in the previous 12 months who reported their victimization to competent authorities or other officially recognized conflict resolution mechanisms

16.1.3 Proportion of population subjected to (a) physical violence, (b) psychological violence and (c) sexual violence in the previous 12 months

5.2 Eliminate all forms of violence against all women and girls in the public and private spheres, including trafficking and sexual and other types of exploitation

5.2.1 Proportion of ever-partnered women and girls aged 15 years and older subjected to physical, sexual or psychological violence by a current or former intimate partner in the previous 12 months, by form of violence and by age

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Sustainable Development Goal 16
Promote just, peaceful and inclusive societies

D.d
You offer counseling and/or pastoral support for survivors of domestic violence

D.e
You provide a safe house or other safe space or refer the survivors of violence to the appropriate authorities and/or institutions that can protect them

D.f
You advocate at national or international level for people’s right to live free from violence

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5.2.2 Proportion of women and girls aged 15 years and older subjected to sexual violence by persons other than an intimate partner in the previous 12 months, by age and place of occurrence
E. You work for conflict mitigation, peace building or peace education

E.a You facilitate or take part in peace building activities and/or conflict mitigation negotiations at local, regional, national or international level

E.b You provide peace education for children, youth or adults

E.c You cooperate with government and/or other national/international actors to sustain peace

Sustainable Development Goals

16.1 Significantly reduce all forms of violence and related death rates everywhere
16.3 Promote the rule of law at the national and international levels and ensure equal access to justice for all

SUSTAINABLE DEVELOPMENT GOALS

16.1.1 Number of victims of intentional homicide per 100,000 population, by sex and age
16.1.2 Conflict-related deaths per 100,000 population, by sex, age and cause
16.1.3 Proportion of population subjected to (a) physical violence, (b) psychological violence and (c) sexual violence in the previous 12 months
16.1.4 Proportion of population that feel safe walking alone around the area they live
16.3.1 Proportion of victims of violence in the previous 12 months who reported their victimization to competent authorities or other officially recognized conflict resolution mechanisms

17.16 Enhance the Global Partnership for Sustainable Development, complemented by multi-stakeholder partnerships that mobilize and share knowledge, expertise, technology and financial resources, to support the achievement of the Sustainable Development Goals in all countries, in particular developing countries
F. You are an equal opportunity employer for all. This means you treat all employees equally, without discrimination

- **YES**
- **NOT YET**
- **I DON'T KNOW**

**SUSTAINABLE DEVELOPMENT GOALS**

**16.7 Ensure responsive, inclusive, participatory and representative decision-making at all levels**

5.1 End all forms of discrimination against all women and girls everywhere

**GREAT JOB!** You are contributing to the following targets and indicators

16.7.1 Proportions of positions (by sex, age, persons with disabilities and population groups) in public institutions (national and local legislatures, public service, and judiciary) compared to national distributions

16.7.2 Proportion of population who believe decision-making is inclusive and responsive, by sex, age, disability and population group

5.1.1 Whether or not legal frameworks are in place to promote, enforce and monitor equality and non-discrimination on the basis of sex

16.7.1 Proportions of positions (by sex, age, persons with disabilities and population groups) in public institutions (national and local legislatures, public service, and judiciary) compared to national distributions

16.7.2 Proportion of population who believe decision-making is inclusive and responsive, by sex, age, disability and population group

5.1.1 Whether or not legal frameworks are in place to promote, enforce and monitor equality and non-discrimination on the basis of sex

5.5.2 Proportion of women in managerial positions

16.7.2 Proportion of population who believe decision-making is inclusive and responsive, by sex, age, disability and population group

4.3 By 2030, ensure equal access for all women and men to affordable and quality technical, vocational and tertiary education, including university

4.3.1 Participation rate of youth and adults in formal and non-formal education and training in the previous 12 months, by sex
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Promote just, peaceful and inclusive societies

G. You handle resources that are entrusted to you in a responsible, transparent and accountable manner

[YES] [NOT YET] [I DON’T KNOW]

+1 POINT!

skip to question H

G.a You are aware of how your premises and other assets were acquired

[NOT YET] [YES]

+1 POINT!

G.b You follow policies and regulations for internal control and transparency in financial transactions and decision making processes

[NOT YET] [YES]

+1 POINT!

SUSTAINABLE DEVELOPMENT GOALS

GOOD JOB!
You are contributing to the following targets and indicators

16.4 By 2030, significantly reduce illicit financial and arms flows, strengthen the recovery and return of stolen assets and combat all forms of organized crime

16.4.1 Total value of inward and outward illicit financial flows (in current United States dollars)

16.5 Substantially reduce corruption and bribery in all their forms

16.6 Develop effective, accountable and transparent institutions at all levels

16.6.2 Proportion of population satisfied with their last experience of public services
H. You organize actions to create a more just and inclusive society locally, nationally or globally

- YES
- NOT YET
- I DON’T KNOW

+1 POINT!

SUSTAINABLE DEVELOPMENT GOALS

16.9 By 2030, provide legal identity for all, including birth registration

16.10 Ensure public access to information and protect fundamental freedoms, in accordance with national legislation and international agreements

16.b Promote and enforce non-discriminatory laws and policies for sustainable development

16.5 Substantially reduce corruption and bribery in all their forms

16.6 Develop effective, accountable and transparent institutions at all levels

GOOD JOB!
You are contributing to the following targets and indicators

16.10.1 Number of verified cases of killing, kidnapping, enforced disappearance, arbitrary detention and torture of journalists, associated media personnel, trade unionists and human rights advocates in the previous 12 months

16.10.2 Number of countries that adopt and implement constitutional, statutory and/or policy guarantees for public access to information

16.b.1 Proportion of population reporting having personally felt discriminated against or harassed in the previous 12 months on the basis of a ground of discrimination prohibited under international human rights law

16.5.1 Proportion of persons who had at least one contact with a public official and who paid a bribe to a public official, or were asked for a bribe by those public officials, during the previous 12 months

16.5.2 Proportion of businesses that had at least one contact with a public official and that paid a bribe to a public official, or were asked for a bribe by those public officials during the previous 12 months

16.6.2 Proportion of population satisfied with their last experience of public services
I. You help people understand their rights and claim basic services

YES  NOT YET  I DON’T KNOW  +1 POINT!

I.a You either register births yourself or inform parents/guardians of legal obligations and rights related to birth registration

YES  NOT YET  +1 POINT!

I.b You assist people in filing complaints about poor public services or if they were denied services to which they were legally entitled

YES  NOT YET  +1 POINT!

SUSTAINABLE DEVELOPMENT GOALS

GOOD JOB! You are contributing to the following targets and indicators

16.9 By 2030, provide legal identity for all, including birth registration

16.9.1 Proportion of children under 5 years of age whose births have been registered with a civil authority, by age

16.3 Promote the rule of law at the national and international levels and ensure equal access to justice for all

16.6 Develop effective, accountable and transparent institutions at all levels

1.8 Achieve universal health coverage, including financial risk protection, access to quality essential health care services and access to safe, effective, quality and affordable essential medicines and vaccines for all

16.3.1 Proportion of victims of violence in the previous 12 months who reported their victimization to competent authorities or other officially recognized conflict resolution mechanisms

16.6.2 Proportion of population satisfied with their last experience of public services

3.8.1 Coverage of essential health services (defined as the average coverage of essential services based on tracer interventions that include reproductive, maternal, newborn and child health, infectious diseases, non-communicable diseases and service capacity and access, among the general and the most disadvantaged population)
YOUR RESULTS

1) To calculate your results, simply count all the boxes where you have answered ‘yes’. This will show you how many different activities you conduct related to the Sustainable Development Goal 16.

IN THIS SECTION, IT IS POSSIBLE TO ANSWER ‘YES’ ON 35 ACTIVITIES

Your total: /35

2) Establish a list of targets that you contribute to: Go back to your responses and check – on the right hand side – which of the targets of the Agenda 2030 you are meeting and with how many different activities. Based on that, complete the following graphic. For each activity that you responded to with a ‘yes’ you may color one field for the corresponding target(s) below.

<table>
<thead>
<tr>
<th>Targets under SDG 16 – Peace, justice and strong institutions</th>
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<tbody>
<tr>
<td>16.1 Significantly reduce all forms of violence and related death rates everywhere</td>
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<th>Targets under SDG 3 – Good health and well-being</th>
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<tr>
<td>3.8 Achieve universal health coverage, including financial risk protection, access to quality essential health-care services and access to safe, effective, quality and affordable essential medicines and vaccines for all</td>
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### Targets under SDG 4 – Quality education

**4.3** By 2030, ensure equal access for all women and men to affordable and quality technical, vocational and tertiary education, including university

**4.b** By 2020, substantially expand globally the number of scholarships available to developing countries, in particular least developed countries, small island developing States and African countries, for enrolment in higher education, including vocational training and information and communications technology, technical, engineering and scientific programmes, in developed countries and other developing countries

### Targets under SDG 5 – Gender equality

**5.1** End all forms of discrimination against all women and girls everywhere

**5.2** Eliminate all forms of violence against all women and girls in the public and private spheres, including trafficking and sexual and other types of exploitation

**5.5** Ensure women’s full and effective participation and equal opportunities for leadership at all levels of decision-making in political, economic and public life

### Targets under SDG 17 – Partnerships for the goals

**17.16** Enhance the Global Partnership for Sustainable Development, complemented by multi-stakeholder partnerships that mobilize and share knowledge, expertise, technology and financial resources, to support the achievement of the Sustainable Development Goals in all countries, in particular developing countries

Select a target that you are particularly strong at and explain – in your own words and giving concrete examples – how you contribute to it:

**Target:**

**Your contribution:**
3) Share your results with others! The Waking the Giant team will be happy to share about your work on our website, along with contributions that other churches and church-related organizations are making worldwide to meeting the SDGs.

Upload your results online, by completing our web-based self-assessment tool under: [INCLUDE URL]

OR:
Scan and e-mail your completed questionnaire to:
WakingtheGiant@lutheranworld.org

OR:
Mail your form to:
The Lutheran World Federation
Waking the Giant / Julia Brümmer
P.O. BOX 2100
CH-1211 Geneva 2, Switzerland

Submitting your results is voluntary but much appreciated: the more results are submitted, the more visibility the work of churches and church related organizations can gain globally.

4) After submitting your results, you will receive an official Waking the Giant Assessment Certificate. It will be sent to the address you noted in the user information section.
5) If you upload your results online, your report will be saved, and you are welcome to update your assessment any time.

AFTER COMPLETING THE ASSESSMENT – NEXT STEPS

Gather your team to discuss the results of the self-assessment process.
• Was the result as you expected and what was surprising about it?
• How easy or difficult did you find it to connect your work and the SDG targets and indicators?
• Do you do any activities that are linked to the goals and their targets, but that were not mentioned in the assessment tool? Which ones?

Agree whether to focus your discussion on activities or on SDG targets.
• For activities or targets that you are already working on, how can you deepen your work?
• For activities or targets that you are not yet working on, do you see anything you might to add to your current work?

You will find more resources for possible next steps on the website of the SDG Toolbox: https://wakingthegiant.lutheranworld.org/sdg-16
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