



## Format for a SROI Report

The following sets out the key elements of a Social Return on Investment (SROI) Report. Within the structure of the six stages there is flexibility about how the information can be presented. The information will be a balance between qualitative, quantitative, and financial data that together describe the value resulting from the activities set out in the scope.

The aim will be to provide enough information to comply with the principles and to provide evidence that the process has been followed.

The following should provide guidance for reviewing the entire report

### 1. Scope and stakeholders

A description of your organisation its activities and values, the activity under analysis, including location, main customers, or beneficiaries.

An explanation of the type of SROI undertaken and the purpose of the analysis, the time period of the activity and one or two stakeholder case studies from the point of view of each stakeholder including a description of their journey of change.

A description of the theory of change: of how the activity is expected to achieve its objectives. It would also be prudent to include a summary of those involved in attribution.

The analysis of the stakeholders and stakeholder groups, the numbers of people or organisations in each stakeholder group and description of how stakeholders were involved.

The numbers of people or organisations from each group that were involved in developing the theory of change for that stakeholder group

### 2. Outcomes and evidence

Description of inputs, outputs and outcomes for each stakeholder group

Outcomes will include changes that are positive, negative, intended and unintended.

Description of the indicators and data sources used for each outcome, quantity of inputs, outputs and outcomes achieved for each stakeholder group, analysis of the investment required for the activity and the length of time over which the outcome is expected to last, or against which the outcome will be attributed to the activity.

Description of the financial proxy to be used for each outcome, together with the source of the information for each proxy



### 3. Impact

Description of the other areas or groups against which deadweight is estimated and description of the other organisations or people to which outcomes have been attributed

- ♣ The basis for any estimates of attribution and deadweight
- ♣ Percentage attribution for each indicator with a financial proxy
- ♣ percentage deadweight for each indicator with a financial proxy
- ♣ percentage drop-off for each indicator with a financial proxy
- ♣ Description of displacement, if included
- ♣ The total impact

### 4. Social return calculations

Calculation of the social return, showing sources of information, including a description of the type or types of social return calculation used

- ♣ A description of the sensitivity analysis carried out and why.
- ♣ A description of the changes to quantities as a result of the sensitivity analysis
- ♣ A comparison of the social return in the sensitivity analysis

### 5. Audit trail

Stakeholders identified but not included, and rationale for this.

Outcomes identified but not included, for each stakeholder, and the rationale.

Any financial proxies not included, and the rationale.