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## Implementing the IMPACT Toolkit (Part II)

Written by

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Recent reviews of evaluations of perpetrator programmes in Europe highlighted variations in the methodological designs used to evaluate programmes, as well as a myriad of tools to measure outcomes (Akoensi et al., 2013; Hester et al., 2014). The inconsistencies across design and measures limited the conclusions that could be drawn about the effectiveness of programmes. The IMPACT project - Evaluation of European Perpetrator Programmes developed the toolkit, in an effort to harmonise the methods and tools used. The toolkit facilitates creating a European-wide dataset, which will allow researchers, practitioners, and policy makers to have a body of evidence upon which they can design and implement the most effective programme content and delivery. Furthermore, the toolkit allows programmes to systematically evaluate the impact of their work on clients, the clients' partners/ex-partners, and children of the clients. While some programmes offer services for women and young people who use violence, the toolkit is intended for programmes working with men who use intimate partner violence (IPV) with a current or former female partner.

### The IMPACT Toolkit

The IMPACT project partners created the toolkit from measures developed by the University of Bristol. (See *Implementing the IMPACT Toolkit – Part I* forthcoming, for more information.) The toolkit is comprised of three tools: 1) Questionnaires for Client and Partner/Ex-partner, 2) Content and Context of DVPP, and 3) Report Pro-forma. This essay offers a manual on how to complete each of these tools by hand and or online. Last, this essay describes the types of analyses that can be conducted by your programme or the European Network for Work with Perpetrators (WWP-EN) research team.

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## Questionnaires for Client and Partner/Ex-Partner

Before administering questionnaires, it is essential to understand the content so that the questionnaires will capture the information needed for your programme. For that reason the content of the questionnaires is provided first and then a protocol for administering the questionnaire is given.

The construction and design of the questionnaires differs from other evaluation tools. Most tools were not designed to assess changes in behaviour over time (Akoensi et al., 2013; Hester et al., 2014). (See Implementing the IMPACT Toolkit – Part I forthcoming for more information.) The authors of the IMPACT Toolkit addressed this gap by designating four points in time at which to collect information and different questionnaires that for each point in time. The first time point one is referred to as Time 0 and ideally this occurs at the first contact with the client and the partner/ex-partner. The second time point is Time 1 and this occurs when the client starts the programme. The third time point is Time 2 and this occurs half way through your programme and the fourth time point is T3 which is either at the end of the programme or when the man stops attending the programme. At each of these time points, there is a questionnaire for the client and a corresponding questionnaire for the partner/ex-partner.

We understand there may be difficulties when collecting information from the partner/ex-partner in a way that maintains her safety. The aim is to have her complete the questionnaires as close as possible in time to when he does. (See Implementing the IMPACT Toolkit – Part III forthcoming for more information.)

## Questionnaire for Client

The IMPACT Toolkit consists of four questionnaires for the client, which are designated Client T0, Client T1, Client T2, and Client T3. All of the client questionnaires begin with demographic queries, followed by five sections: 1) referral route and motivation, 2) relationship behaviours (emotional, physical, sexual), impact on partner/ex-partner, motivation for relationship behaviour,

police call outs, 3) children, 4) partner/ex-partner, and 5) final thoughts. The content of each section is briefly reviewed below.

### Section One

There are two questions, with one querying the client's referral route to the programme and the other querying the client's motivation for going to the programme. Later questionnaires ask about continued motivation or perceived changes made whilst on the programme.

### Section Two

Section Two is the largest of the five sections and it consists of four areas of inquiry. The first area asks clients to report the emotional, physical and sexual behaviours they have used toward their partner/ex-partners. The individual items making up the areas are listed below.

Emotional behaviours has 12 items:

- Isolated from family and friends;
- Told partner what to do/where to go/who to see;
- Made partner feel she had to ask permission to do certain things (above and beyond being polite);
- Threatened to hurt the children;
- Made them feel afraid by the things you said or did;
- Prevented partner/ex-partner from leaving home;
- Controlled the family money;
- Threatened to hurt partner/ex-partner;
- Extreme jealousy or possessiveness;
- Told partner/ex-partner what to wear or not wear, or how to do hair/make up;
- Humiliated/embarrassed partner/ex-partner in front of others;
- Something else.

Physical behaviours has 15 items:

- Slapped/pushed/shoved;
- Kicked/punched;
- Beaten up;

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- Burned;
  - Bitten;
  - Restrained/held down/tied up;
  - Put your hands on her throat or face (trying to choke or strangle or suffocate);
  - Physically threatened;
  - Hit with object or weapon;
  - Threatened with object/weapon;
  - Threatened to kill her;
  - Prevented her getting help for her injuries;
  - Stalked/followed/harassed her;
  - Locked her in house or room;
  - Something else.

Sexual behaviours has 8 items:

- Touched in a way which caused her fear/alarm/distress;
- Forced her into doing something sexual she didn't want to;
- Hurt her during sex;
- Disrespected boundaries or safe words;
- Made her have sex when she didn't want to or didn't stop when she wanted to;
- Sexually assaulted/abuse her in any way;
- Threatened to sexually assault/abuse her;
- Something else.

After the sexual behaviour items, the client is asked to report on three more areas: 1) what impact he thinks his behaviour has ever had on his partner/ex-partner, 2) his motivation for using behaviours, and 3) how many times police have been called to the home due to the client's abuse toward his partner/ex-partner.

The time frame changes for the items in Section 2 across the questionnaires. In questionnaires Client T0 and T1, the client reports behaviours used in the previous 12 months and during his entire relationship with his partner/ex-partner. In questionnaires Client T2 and T3, the client reports behaviours used since he began attending the programme.

### Section Three

There is one item in Section Three that asks the client to describe the current status of his children, his children’s feelings about him and the impact of his behaviour on them.

### Section Four

Section Four consists of three items. The first item ask the client to report how often he thinks his partner/ex-partner is afraid of him and the second item asks the client to describe his relationship status with his partner/ex-partner. The last item asks the client to describe his hopes for his relationship with his partner/ex-partner.

### Section Five

Section Five differs from the previous sections, as it asks the client two open-ended questions: 1) What do you think you need to change to be non-abusive in an intimate relationships? (the final questionnaire asks if any changes should be made to the programme); 2) Is there anything else you want to tell us?

## Differences Across Questionnaires for Client

Table 1

Across the questionnaires, there are some minor differences in what clients are asked to report. See Table 1 for a summary of the differences.

	Client T0	Client T1	Client T2	Client T3
<b>Section 1</b>	1) Referral route. 2) Motivation to attend programme.	No changes.	1) Referral route query removed. 2) Motivation query changed to reason for staying in programme.	1) Referral route query removed. 2) Motivation query changed to asking client what he thinks has changed as a

				result of the programme.
<b>Section 2</b>	1) Emotional, physical, and sexual behaviours used within the last 12 months and before the last 12 months.  2) Police call out in last 12 months.	Same as T0.	1) Emotional, physical and sexual behaviour items are the same. Time frame changed to since client began the programme. 2) Police call outs since began the programme.	Same as T2.
<b>Section 3</b>	Status of children.	No change.	No change.	No change.
<b>Section 4</b>	Partner/ex-partner.	No change.	No change.	No change.
<b>Section 5</b>	1) What client might need to not be abusive.	No change.	No change.	1) What programme might need to change.

### Questionnaires for Partner/Ex-partner

In addition to the questionnaires for the client, the IMPACT Toolkit contains four questionnaires for the partner/ex-partner, which are designated Partner T0, Partner T1, Partner T2, and Partner T3. All of the partner questionnaires are made up of six sections: 1) hopes for the programme, 2) client's relationship behaviours (emotional, physical, sexual), impact of client's behaviour, police call outs, 3) children, 4) well – being, 5) relationship with client, and 6) final thoughts. The content of each section is described briefly below.

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## Section One

There are two questions. The first asks the partner/ex-partner what she hopes to gain from the client attending a programme. The second queries what the partner/ex-partner thinks might stop the client from changing.

The questions change from the questionnaires Partner T2 and Partner T3. The questionnaire Partner T2 asks the partner/ex-partner about her continued hopes for the programme. The questionnaire Partner T3 queries the partner/ex-partner about her overall impression of any changes the client has made.

## Section Two

Section Two has three areas of inquiry. The first area asks the partner/ex-partner to report which emotional, physical and sexual behaviours the client has used toward them. The individual items making up emotional, physical and sexual behaviours are the same items used in the questionnaires for the client. The second area asks what the impact of the client's behaviour was and the last area queries the number of times the police have been called due to the client's violence and abuse.

## Section Three

There is one item in Section Three, which asks the partner/ex-partner to describe the client's relationship status with their children, the children's feelings toward the client, and impact of the client's behaviour on the children.

## Section Four

Section Four has two items, with the first asking how often the partner/ex-partner has felt anxious and the second asking how often she has felt depressed.

## Section Five

There are three items in this section. The first asks if she feels afraid of the client at the point in time which she is completing the questionnaire. The second asks about the relationship status of the partner/ex-partner and the client, and the last asks the partner/ex-partner what are her hopes for the relationship in the future.

## Section Six

In the last section, the partner/ex-partner has the opportunity to provide an open-ended response when she is asked if there is anything else she would like to say.

### Differences across Questionnaires for Partner/Ex-partner

Across the questionnaires, there are some minor differences in what partners/ex-partners are asked to report. See Table 2 for a summary of the differences.

Table 2

	<b>Partner T0</b>	<b>Partner T1</b>	<b>Partner T2</b>	<b>Partner T3</b>
<b>Section 1</b>	1) Hopes to gain from client attending a programme.  2) What might stop client from change.	No changes.	1) Hopes to gain from client attending a programme.  2) What might stop client from changing item removed.	1) Item changed to what has changed as a result of client attending a programme.  2) What might stop client from changing item removed.
<b>Section 2</b>	1) Emotional, physical, and sexual behaviours used within the last 12 months and before the last 12 months.  2) Police call out in last 12 months.	Same as T0.	1) Emotional, physical and sexual behaviour items are the same. Time frame changed to since client began the programme. 2) Police call outs since began the programme.	Same as T2.



<b>Section 3</b>	Status of children.	No change.	No change.	No change.
<b>Section 4</b>	Well – being.	No change.	No change.	No change.
<b>Section 5</b>	Relationship with client.	No change.	No change.	No change.
<b>Section 6</b>	1) Anything else the partner/ex-partner would like to say.	No change.	1) Anything else the partner/ex-partner would like to say.  2) Suggestions to programme about what programme is doing with client.	No change.

### Administering the Questionnaires

The questionnaires for the client and the questionnaires for the partner/ex-partner can be used in a self-administered format or in an interview format. (For protocols on how to implement these formats in the overall structure of the programme, see Implementing the IMPACT Toolkit – Part III forthcoming.)

Programmes should keep in mind past research indicates there tends to be discrepancies in men and women’s self-reports of IPV behaviours (e.g. Anderson, 1997; Dobash et al., 1992; Heckert and Gondolf, 2000; Langhinrichsen-Rohling and Vivian, 1994). Following the suggested protocols provided will help to minimise discrepancies because they facilitate building rapport, which is crucial to reducing discrepancies in reporting.

Outlined below are recommended steps for administering the questionnaires in a self-administered format. Then there are recommended steps for administering the questionnaire in an interview format. The self-administered

format and interview format can be implemented for the hard copy versions or online versions of the questionnaires. (Before administering the online version, please make sure your programme has followed the protocols described on pages 15 to 17 of this manual.)

### Self-Administered Format

1. Ensure the client or partner/ex-partner is in a safe and confidential environment, by asking if he or she feels comfortable to answer questions about sensitive areas.
2. Review the information sheet and consent form with the client or partner/ex-partner.
3. After the client or partner/ex-partner provides consent,
  - a. Note the date of completion in the tracking table. (See page 13 of this manual for details about the tracking table.)
  - b. FOR THE HARD COPY VERSION, fill in the client's identification number on top of the client's or partner/ex-partner's questionnaire. (See section "Client Identification Number" on page 12 of this manual for details about this.)
  - c. If needed explain the purpose of the identification number.
4. To begin the questionnaire....
  - a. FOR THE HARD COPY VERSION, hand the questionnaire to the client or partner/ex-partner to complete.
  - b. FOR THE ONLINE VERSION, show the client or partner/ex-partner the first page of the questionnaire, describing important details such as where the next button is.
  - c. Review the main areas about which he or she will be asked to describe. (See "Questionnaire for Client" on pages 2 – 6 or "Questionnaires for Partner/Ex-partner" on pages 6 – 9 of this paper for brief reviews of the relevant areas.)
  - d. It is important to not be judgemental when reviewing areas and to encourage the client or partner/ex-partner to report everything to the best of his or her recollection.
5. Specify where you, the programme staff member, will be while the client or partner completes the questionnaire. Make sure you are easily

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available in case the client or partner/ex-partner has a question or becomes distressed.

6. Ask the client or partner/ex-partner to complete the questionnaire.
7. When the client or partner/ex-partner has completed the questionnaire, offer the client or partner/ex-partner a drink (e.g. tea, coffee, water, etc.) or the chance to do what he or she would like to take a break (e.g. use the bathroom) and let him or her know you will take a few minutes to look over the questionnaire.
8. Review the answers provided by the client or partner/ex-partner, using your professional judgement and the guiding principles of your programme to note anything significant.
9. When the client or partner/ex-partner returns from the break, talk through the items you noted. This step will provide an additional opportunity build or enhance rapport with the client or partner/ex-partner.
10. FOR THE ONLINE VERSION, print or save the questionnaire. Then send the questionnaire to WWP-EN's online database for the IMPACT Toolkit.

## Interview Format

1. Ensure the client or partner/ex-partner is in a safe and confidential environment, by asking if he or she feels comfortable to answer questions about sensitive areas.
2. Review the information sheet and consent form with the client or partner/ex-partner
3. After the client or partner/ex-partner provides consent,
  - a. Note the date of completion in the tracking table. (See Table 3, page 13 for details about the tracking table.)
  - b. FOR THE HARD COPY VERSION, fill in the client's random identification number on top of the client's or partner/ex-partner's questionnaire. (See page 12 for details about the identification number.)
  - c. If needed explain the purpose of the random identification number.
4. FOR THE HARD COPY VERSION, position the client or partner/ex-partner in the room in such a way that he or she can read the questionnaire

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alongside you. If this arrangement is not feasible, position the client or partner/ex-partner in a way he or she feels comfortable to do the questionnaire.

5. FOR THE ONLINE VERSION, position the client or partner/ex-partner in such a way that he or she can read the computer screen alongside you.
6. Before beginning the interview, review the main areas about which he or she will be asked to describe. (See “Questionnaire for Client” or “Questionnaires for Partner/Ex-partner” for brief reviews of the relevant areas.)
  - a. It is important to not be judgemental when reviewing areas and to encourage the client or partner/ex-partner to report everything to the best of his or her recollection.
7. This recommendation is a reminder. The client or partner/ex-partner may become uncomfortable or distressed. If this occurs, follow the guidelines set out by your programme. In many instances, the recommended course of action will be to offer the opportunity to take a break to have some tea, coffee, water, etc. or use the bathroom.
  - b. When the client or partner/ex-partner returns, ask if the client or partner/ex-partner would like to continue then or complete the questionnaire at another time.
8. Keeping in mind the previous recommendation will help to build and or enhance rapport with the client or partner/ex-partner.
9. FOR THE ONLINE VERSION, print or save the questionnaire. Then send the questionnaire to WWP-EN’s online database for the IMPACT Toolkit.

These recommendations can be followed for clients and partners/ex-partners who wish to complete the questionnaire via a face-to-face interview or via a telephone interview. If information is collected via a telephone interview, it is extremely important to follow the first recommendation, which is to make sure the client or partner/ex-partner is in a safe place to speak. Programmes should consider developing protocols for telephone interviews, which minimise the risk to all involved in the IPV situation. (Due to the cultural variations and legal differences across countries, we cannot set out specific recommendations.)

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## Client Identification Number

Every client will need to be given an identification number. The identification number will help facilitate the confidentiality of the information provided by clients and the partner/ex-partners.

The identification number is created for the client when entering information online by using a unique client ID code/identifier. The format for this code should not contain any letters or numbers that could be used to identify a client. Programmes will need to keep a record of the client ID number as they must use the same code each time the client inputs data, i.e. first contact, programme start, midway and end.

For partners' and ex-partners' questionnaires, organisations should use the client ID so that the partner can be linked to the right client or comparisons purposes. The only code that is then needed in the (ex)partner ID box is "P" for current partner, "X" for ex-partner and "2X" for a further ex, etc.. If information is only collected from a partner and no information from the client then a client ID code should be created for them.

Please note that if programmes use the analytical services of WWP-EN, the identification numbers will go through an additional anonymising process before being released further, i.e. to researchers.

## Recording Dates Questionnaires Completed

In order to maximise the quality of the evaluation which can be conducted with the information collected, we recommend creating a spreadsheet with the client's random ID, the dates the client completed the questionnaires, and the dates the partner/ex-partner completed the questionnaires. Noting the dates of completion for the client and the partner/ex-partner allows your programme track and assess the acceptability and feasibility of collecting information from both the client and partner/ex-partner.

There are two methods for recording the dates questionnaires are completed, depending on your programme's method of recording information. Your programme may choose to keep hard copy records or your programme may

choose to use the online database services of WWP-EN. Each method is described below.

FOR THE HARD COPY VERSION. Your programme should keep a spreadsheet. An example of such a spreadsheet is provided below. (The client IDs and dates of completion shown in the spreadsheet were created for the purposes of providing an example; they do not correspond to any individuals who have attended a perpetrator programme.)

Table 3

Client ID	Client's Dates of Completing Questionnaires				Partner/Ex-partner's Dates of Completing Questionnaires			
	Time 0	Time 1	Time 2	Time 3	Time 0	Time 1	Time 2	Time 3
AB3003 1901	06/01/2 016	02/02/2 016	02/05/2 016	02/08/2 016	08/01/2 016	14/01/2 016	NC	22/08/2 016
CD2508 1917	15/01/2 016	02/02/2 016	NC	02/08/2 016	16/01/2 016	NC	NC	14/08/2 016
EF1411 1946	13/02/2 016	NC	NC	NC	16/02/2 016	16/02/2 016	19/05/2 016	14/08/2 016
GH2207 1959	22/02/2 016	03/03/2 016	NC	NC	25/02/2 016	03/03/2 016	5/06/20 16	09/09/2 016

Note. NC denotes a questionnaire was not completed.

Table 3 includes the client's ID in the column farthest to the left. After the client ID column is a column to record the date of completing the T0 questionnaire, which followed by columns to note the date of completing the T1, T2, and T3 questionnaires.

The client's ID is used to fill out and track the partner/ex-partner's information. There are columns to record the dates the partner/ex-partner completed the T0, T1, T2, and T3 questionnaires.

We encourage information to be collected at all of the time points but we recognise this may prove difficult in some instances. If this occurs, NC (Not Completed) should be used in the spreadsheet to indicate it was not possible for the questionnaire to be completed.

Programmes can use any tools available to note the dates, as long as the information presented in Table 3 can be recorded.

FOR THE ONLINE VERSION: If your programme uses the Impact Toolkit online database, the database will retain the date and time of any questionnaires entered. We encourage programmes to maintain their own spreadsheet of dates completed to corroborate, as needed, information kept in the database.

## Content and Context of DVPP

There is a hard copy and online version of the Content and Context of DVPP form. The information covered in both versions is the same.

The Content and Context of DVPP form has seven sections that ask about your programme (not about the clients and partner/ex-partners). This information contextualises the information gathered from the questionnaires for the clients and partners/ex-partners.

The first section asks for general information about your programme (i.e. name of organisation, contact details, type of organisation, etc.).

The next section has five queries about the characteristics of your programme, asking about client referral routes (e.g. criminal court referral, family court referral, voluntarily attending), funding source(s), status of funding, provision of additional sources, and accreditation.

The third section has 10 items about the content of your programme: approach to work with perpetrators (e.g. cognitive-behavioural), goals of programme, essential/core elements of work, manuals used, type of work (i.e. individual, group), number of sessions, length of programme, number who attended last year, number who attended at least one session, and number who completed your programme.

The fourth section contains two items that query if your programme has contact with partners/ex-partners and if your programme has a support service for the partner/ex-partner.

The fifth sections asks about the staff at your programme, with five queries on the number of full-time programme managers, practice managers, perpetrator workers, partner support workers, and clinical supervisors.

In the sixth section, there are four questions about the wider context of your programme: 1) collaboration with other institutions/project, 2) the work of your programme is part of an inter-institutional alliance against domestic violence, 3) your programme is involved in a local or national strategy to tackle domestic violence and gender based violence, and 4) additional information.

There are eight questions in the last section on the measurement of outcomes and evaluations: 1) does your programme measure outcomes? 2) sources of information used to measure outcomes, 3) specific outcomes measured, 4) how outcomes are measured, 5) when outcomes are measured, 6) risk assessment tools used during intake, 7) documentation and reporting system, and 8) previous evaluations of your programme.

## How to Complete the IMPACT Toolkit Online

WWP-EN has two different online databases your programme can use: a programme database and an Impact Toolkit database. The programme database consists of the Content and Context of DVPP. The online Impact Toolkit contains the client questionnaires and the partner/ex-partner questionnaires. Before your programme can use the Impact Toolkit database, you must register on the programme database. A brief guide is provided below on how to register your programme.

- To get access to the programme database, your programme must email [info@work-with-perpetrators.eu](mailto:info@work-with-perpetrators.eu) or [nina.george@work-with-perpetrators.eu](mailto:nina.george@work-with-perpetrators.eu)
- The WWP-EN staff will email a username and password that will allow you to register your programme.
- Go to <http://www.work-with-perpetrators.eu/index.php?id=62>



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- Click on the “update: login/logout” button in the menu on the left side of the page.
  - Log in with the username and password you received from the WWP-EN staff.
  - After logging in, click on the “Database” button on the left side of the page.
  - The “ADD NEW PROGRAMME” button appears. Click it.
  - There are two sections to complete: BASIC INFORMATION; CONTENT AND CONTEXT.
  - The BASIC INFORMATION section is mandatory to register your organisation for the toolkit.
  - Sections 2 through 7 of the CONTENT AND CONTEXT of DVPP form is next. Please use the save button after you are done. You can edit and add information later after saving.
  - To change or update information on your programme, click on ‘database.’ A list of programme names will appear. Click on your programme's name.
  - Here you can see the information on your programme. The database will give your programme a “short name”. You will need the “short name” to use the online Impact Monitoring Toolkit.
  - Note that on the end of the page, there is an "Edit Programme" button. Click it to update your programme. Make any changes or updates needed.
  - Please log out after you have made your changes or updates.

## Online Questionnaires

This section provides guidance on how to complete the client questionnaires and partner/ex-partner questionnaires online.

- Go to <https://www.soscisurvey.de/toolkit>
- Choose your language.
- Enter the password you received from the WWP-EN staff.
- Enter your programme’s short name that was generated when you registered your programme on the WWP-EN programme database.

- Select which questionnaire you want to use. The choices are Client T0, Client T1, Client T2, Client T3, Partner T0, Partner T1, Partner T2, and Partner T3. Please refer to the descriptions on page 2 of this manual to choose the appropriate questionnaire.
- Enter the client's ID, for the client's questionnaires and for the partner/ex-partner's questionnaires. Please refer to page 12 of this manual for instructions on creating a client ID.
- Complete the questionnaire. Please refer to the protocols set out on pages 15 – 17 on how to complete the questionnaire in a self-administered format or interview format.

## Analysing Your Programme's Information

The information collected with the IMPACT Toolkit will generate a large amount of information on the impact of your programme's work. Your programme can do this if you are using paper copies of the questionnaire. If you enter information onto the online questionnaires, then WWP-EN will analyse the information. Below are descriptions of the types of analyses each can conduct, as well as the associated findings.

## Your Programme's Analysis: Annual Report Proforma

HARD COPY VERSION. If your programme chooses to record information, the Annual Report Proforma provides a template for your programmes to report referrals, engagement with clients, and the impact of your work on clients and partners/ex-partners.

The template has blank spaces in which your programme can record the number of clients or partners/ex-partners to which different categories apply. It also has the space to enter the information you have collected on the "Content and Context of DVPP" form.

WWP-EN recommends counting by hand the number of men and women who match the corresponding categories. If that proves cumbersome, a spreadsheet can be used instead. An example spreadsheet is shown below.

Table 4

	<b>Variables</b>		
<b>Client ID</b>	<b>Variable 1</b>	<b>Variable 2</b>	<b>Variable 3</b>
AB30031901	1	0	0
CD25081917	0	0	1
EF14111946	0	0	1
<b>Sum</b>	<b>1</b>	<b>0</b>	<b>2</b>

In Table 4, there is one column for the Client ID and the following columns correspond to each answer option for one question. For example in questionnaire Client T0, the client is asked to report how often he isolated his partner/ex-partner within the last 12 months. For this question, Variable 1 would correspond to 'Never', Variable 2 would correspond to 'Sometimes,' and Variable 3 would correspond to 'Often.' The client put a tic in the 'Never' column so it would be coded in the spreadsheet with 1 in Variable 1, 0 in Variable 2, and 0 in Variable 3. The next client reported he 'Often' isolated his partner/ex-partner so his response would be coded with 0 in Variable 1, 0 Variable 2, and 1 in Variable 3. Follow this procedure for recording answers given to all of the items in a questionnaire.

In the last row, create a row which automatically sums the columns. Then your programme can input the sum into the Annual Report Proforma.

It is recommended that a separate spreadsheet is used for each questionnaire. This type of analysis will yield descriptive information, such as numbers and percentages, corresponding to each point in time.

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## WWP-EN's Analysis

FOR THE ONLINE VERSION. If your programme chooses to use the online database, WWP-EN can conduct different types of statistical analyses to provide a nuanced understanding on the impact and outcomes of your work. Below is a short description of the kinds of analysis WWP-EN can conduct for you and what the results can say about your programme.

### Cross-Sectional Analysis

A cross-sectional analysis takes a snap shot of what is going on at one point in time. WWP-EN can conduct a cross-sectional analysis to yield findings on your programme at T0, T1, T2, or T3. For example, your programme may want to know at intake (T1) if referral sources are associated with motivations to attend, use of IPV behaviours, and clients' relationships with their children. These questions could be answered for T1 only.

The question asked and the cross-sectional analysis used will depend on the needs of the programme, as well as the parameters of the questionnaires. Due to the myriad number of questions that can be answered, it is important to contact WWP-EN so that the analysis can be crafted to generate the needed information. Below are a few examples of questions that could be answered with cross-sectional analysis:

- Half way through the programme, which factors are associated with the partners/ex-partners' fear of the client?
- At the end of the programme, how is the severity of IPV related to impact on the partner, police call outs, or the client's relationship with his children?

### Longitudinal Analysis

A longitudinal analysis examines changes over time. The structure of the Toolkit makes it possible to examine changes between any two points in time. For example, changes between the start of the programme (T1) and the end of

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the programme (T3) could be analysed or changes between the first contact (T0) and the end of the programme (T3) could be analysed. Below are a few examples of the types of questions WWP-EN could analyse:

- Which factors influenced clients dropping out of the programme?
- How did clients' use of IPV behaviours change over the time of the programme?
- How did police call outs change over time?
- Which factors increased the safety of partners/ex-partners over the time of the programme?

### Finally

If you have any questions about implementing the IMPACT Toolkit, please contact Nina George at [nina.george@work-with-perpetrators.eu](mailto:nina.george@work-with-perpetrators.eu)

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This publication has been produced with the financial support of the "Rights, Equality and Citizenship Programme 2014-2020" of the European Union. The contents of this publication are the sole responsibility of the author and can in no way be taken to reflect the views of the European Network for the Work with Perpetrators of Domestic Violence (WWP-EN) nor the European Commission.



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