



CBO-PHG FY 2024-25 Grant Application

EXHIBIT C

DIRECTIONS

The following information should be provided in the format as shown below.

1. **FY 2024-25 Scope of Work or Work Plan**

Your scope of work or work plan should answer these questions:

- a) What is the program/project goals?
- b) How will those goals be achieved including time frame?
- c) What is your evaluation methodology for measuring results?

2. **FY 2023-24 Program Results**

All requests from agencies that received Preventive Health or Community Based Organization grant funds in FY 2023-24 must specify actual program results attained to date as well as projected results for the balance of the fiscal year. Results must be described in meaningful, measurable terms.

A meaningful, measurable result will demonstrate the difference the proposed project makes, or is intended to make, in the lives of the people receiving the service.

OUTPUT results show the amount of work performed or services received - e.g., number of patients treated, number of meals served, number of childcare slots created, etc. Here are some examples:

Output Measures:

500 people will participate in health screening clinics and receive referrals for follow-up when indicated.

75 people will be enrolled in Healthy Families MediCal program to improve utilization of health services.

XX number of meals will be served to seniors during the year.

OUTCOMES show the quality of performance and answer the question: who is better off by doing this project? Here are some examples:

Outcome Measures:

At least XX% of smokers who participate in services will successfully quit using tobacco.

XX% of clients that receive substance abuse treatment services and are drug and alcohol free one year later.

XX% of program participants in the prevention program will demonstrate their commitment to an alcohol and drug-free lifestyle.



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SCOPE OF WORK/WORK PLAN FORMAT

Requested Grant Funds in Fiscal Year 2024-25

Program/Project Summary: _____

Goal/Objective (refer to 1.A above)	Major Tasks (in order to achieve goal) (refer to 1.B above)	Timeline	Evaluation methodology (refer to 1.C above)
Program/Project OUTPUTS			
Program/Project OUTCOMES			

Grant Funds Received in Fiscal Year 2023-24 (if applicable)

Program/Project Summary: _____

Goal/Objective (refer to 1.A above)	Major Tasks (in order to achieve goal) (refer to 1.B above)	Timeline	Evaluation methodology (refer to 1.C above)
Program/Project OUTPUTS			
Program/Project OUTCOMES			