## Healthy Homes Saint Paul, 2024

# WORKPLAN

|  |  |
| --- | --- |
| Applicant Organization Legal Name: |  |
| Organization Doing Business As (DBA): |  |

*All applicants are required to provide a proposed work plan as part of the subrecipient grant review process. The applicant’s proposed outcomes and performance targets will be used as a basis for defining a scope of work during contracting and establishing performance monitoring on grants if awarded. An example of how to fill in the form has been provided to help applicants understand the type of information needed in each field.*

Provide at least one Measurable Outcome.

|  |  |
| --- | --- |
| #1. Outcome. Provide measurable outcome (numeric change in behavior or situation): | |
| Measure 1 |  |

List at least one and no more than three lead activities that contribute to outcome #1:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Activity Description | Frequency  (e.g., # of times activities occur, length of time, etc.) | Performance Target- annual & total (e.g., # of participants) | Staff or Entity Responsible  (use job titles and not individual names) | Start Date | End Date |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |

# WORKPLAN - Continued

Provide at least one Measurable Outcome.

|  |  |
| --- | --- |
| #2. Outcome. Provide measurable outcome (numeric change in behavior or situation): | |
| Measure 1 |  |

List at least one and no more than three lead activities that contribute to outcome #2:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Activity Description | Frequency  (e.g., # of times activities occur, length of time, etc.) | Performance Target- annual & total (e.g., # of participants) | Staff or Entity Responsible  (use job titles and not individual names) | Start Date | End Date |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |

# Example

Program Goal:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Increase Financial Stability for Saint Paul young adults involved in the justice system | | | | | | |
| #1. Outcome. Provide measurable outcome (numeric change in behavior or situation): | | | | | | |
| Measure # 1: | | # 75% of 50 (37 of 50) students who enroll in training program will complete and receive industry recognized certification resulting in job skills within a field that offers an average living wage of $25/hr. and opportunities for career pathways | | | | |
|  | Activity Description | | Frequency  (e.g., # of times activities occur, length of time, etc.) | Performance Target  (e.g., # of participants) | Staff or Entity Responsible  (use job titles and not individual names) | Time Frame |
| Activity 1 | Orientation to the field providing training in industry vocabulary/English, remediation math specific to job, soft skills needed for success, and visits to work site | | 3 hrs. x 2 sessions weekly x 6 weeks = 36 hrs. | 100 annually, 300 over 3 yrs. | Career Navigator | 1 session annually, 2023, 24, and 25 |
| Activity 2 | Students who successfully complete orientation and meet basic skills entrance requirements are enrolled in industry recognized training. Students are supported in enrollment and financial aid applications through education plan development. | | Ongoing career navigation services | 75 Educational Plans annually (225 over 3 yrs.) | MSCU test site  Career Navigator | Ongoing |
| Activity 3 | Course work is provided by accredited training institution and supported through tuition scholarships. | | 6-month course work, estimated at 4 hours daily x 5 days x 24 weeks =480 | 50 enrollments annually, 150 over 3 yrs. | Accredited institution provides industry training | 1 session annually, 2023, 24, and 25 |

# Example Continued

Provide at least one Measurable Outcome.

|  |  |
| --- | --- |
| #2. Outcome. Provide measurable outcome (numeric change in behavior or situation): | |
| Measure 1 | Recidivism rates for participants will be 33% lower than national average. 50% of 75 young adults that commit to the trauma and grief group will not commit another offence 12 months after training completion. |

List at least one and no more than three lead activities that contribute to outcome #2:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Activity Description | Frequency  (ex. # of time activities occurs, length of time, etc.) | Performance Target- annual & total (ex. # of participants) | Staff or Entity Responsible  (use job titles and not individual names) | Start Date | End Date |
| Activity 1 | Connect youth involved in cycle of violence to mentors to offer life skills training and promote reduction of delinquent behavior, aggression, and drug use | 2 hours group session x 12 sessions x 4 cohorts  1 individual follow up session/meeting per month x 12-month x 75 participants | 12-20 participants per cohort x 4 cohorts  75 individuals annually (225 over 3 years) | Life Coach | Ongoing | Ongoing |