

# HBE REACH Planning Work and Evaluation Plans

**There are 4 pages to this document. Please ensure you have filled out all 4 and attach it to your application.**

**Applicant Organization Name:** \_\_\_\_\_

**Short, Descriptive Project Title Used in Application Form:** \_\_\_\_\_

**Project Team Members (you do not need to fill in every row):**

Name	Organization	Role	Contact Information

**Partnerships with Community Partners Planned to Form or Strengthen Throughout Project (you do not need to fill in every row):**

Organization	Organization Type (business, non-profit, government, etc)	Name of primary contact in organization for project

**Other Sources of Funding or Resources to be used in combination with this grant (if any):**

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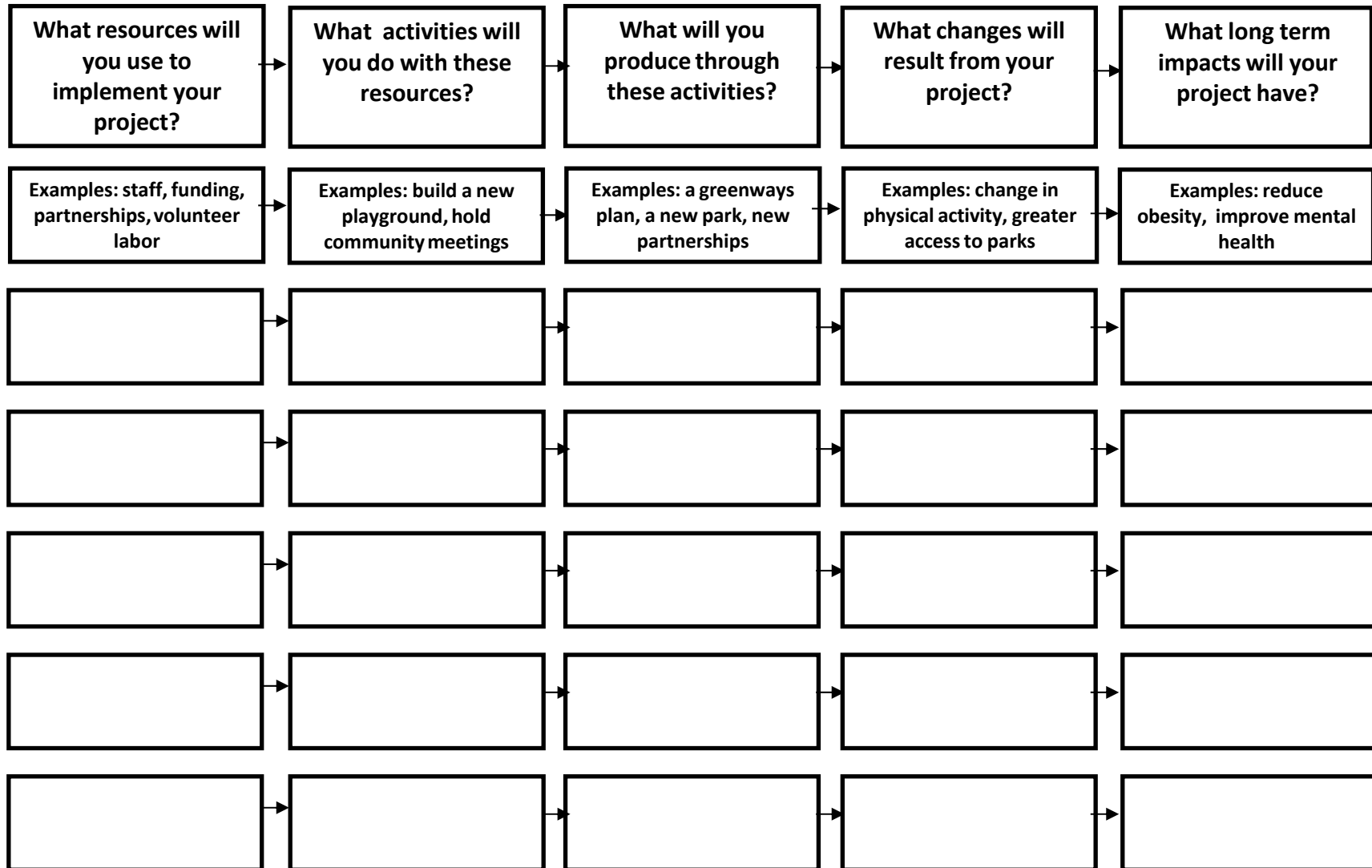
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# HBE REACH Planning Project Flow Chart

Start by filling out your resources in the left column. Then, work across from left to right for each resource, answering the question in the box above each column.



# Work Plan

Please list at least 5 milestones. For each milestone you list, please fill out the achieve by date, person responsible, and criteria for completion.

	<b>Milestone</b>	<b>Achieve by Date</b>	<b>Person Responsible</b>	<b>Criteria for Completion</b>
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

# Evaluation Plan

All grantees must complete an evaluation of their project. Please see this [Built Environment Resource Guide](#) for help on forming your evaluation plan. Please list at least 3 desired outcomes of the project and the metric(s) and method(s) for each of those outcomes.

	<b>Desired Outcome of Project</b> (example: increase access to opportunities for physical activity for middle school students)	<b>What metric(s) will you use to determine if you achieved your desired outcome?</b> (example: number of students by age using the facility per week)	<b>What method(s) will you use to collect this metric?</b> (examples: survey, observation, ArcGis analysis)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

**How will you use your evaluation results, and who will you share them with?**

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**Will you be partnering with anybody to complete your evaluation?**

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