

Applicant Details

Organization:

Partner Organization(s) (if applicable):

Instructions

The Project Work Plan should outline the objectives, activities, and expected outcomes of the project. Each objective should be supported by specific activities, processes, or deliverables. If selected for an award, the Project Work Plan must be developed and expanded throughout the grant period to align with project reporting and verification requirements.

The Project Objectives should directly align with the overall goal of the project. Applicants should provide at least three (3) objectives, clearly stated, with expected outcomes for each objective, as outlined in the RFA Section 8.3.3 and 8.3.4 in the RFA. Each objective should include corresponding activities, with expected start and end dates, to track and monitor progress throughout the project.

S.M.A.R.T. Objectives

Each objective must be Specific, Measurable, Achievable, Relevant, and Time-bound (SMART).

Specific: Clearly defines what will be accomplished and why it is important.

Measurable: Establishes how success will be measured using quantitative or qualitative methods.

Achievable: The objective is realistic and attainable given available resources, skills, and time.

Relevant: Aligns with project goal(s) and is significant to the overall project plan.

Time-bound: Specifies a clear deadline or timeframe within which the goal must be achieved.

Objective and Measurement Method Examples

The objectives and measurement methods may apply a mixed-methods approach, incorporating both qualitative and quantitative methods to assess progress and outcomes. These metrics help evaluate the effectiveness of health research, educational programs, and interventions targeting medically underserved populations, ensuring tangible improvements in addressing health disparities and enhancing health access and outcomes for the target groups.

The following examples are provided as potential options for completing the Project Work Plan and Project Narrative, but you are not required to use them.

Research-Based Measurable Outcomes

Health Disparities Reduction: Demonstrate a reduction in disease incidence or improvement in health conditions within the target population through research or interventions.

Health Outcomes from Research Initiatives: Show a percentage improvement in disease management for participants involved in clinical or behavioral health studies.

Educational Programs and Initiatives

Program Reach and Participation: Track the number of participants in health workshops, degree programs, or certifications addressing health disparities.

Educational Achievements: Measure changes in knowledge or behavior through pre- and post-program assessments, demonstrating learning gains or behavioral changes related to health disparities.

Curriculum Development: Track the creation of new courses or program components focused on health issues for underserved groups and measure the number of students completing them.

Partnerships with Minority Organizations

Number of Partnerships Formed: Count new partnerships with minority organizations, colleges, or universities. Assess the quality and impact of these partnerships, including resource-sharing and collaborative research efforts.

Collaborative Research Output: Track joint publications, conferences, or research projects between partnering institutions and minority organizations.

Program Expansion and Sustainability

Expansion of Programs: Track the number of new health-related programs or services initiated or enhanced through the grant.

Policy or Structural Changes: Provide evidence of policy changes influenced by the research or education conducted through the project, such as adjustments in healthcare delivery models or the creation of new support structures for underserved communities.

Health Services Improvements

Access to Health Services: Measure the number of people in underserved communities who gain access to new or expanded health services (e.g., screenings, counseling, treatment programs) due to the project's efforts.

Improved Health Outcomes in Specific Populations: Track improvements in clinical (e.g., better management of chronic diseases) or community health outcomes (e.g., reductions in infant mortality or improvements in maternal health).

Biological and Behavioral Science Initiatives

Research on Health Behaviors: Measure changes in health behaviors (e.g., increased physical activity, improved diet, smoking cessation) in underserved populations based on project interventions.

Scientific Publications or Dissemination: Track the number of peer-reviewed articles, research papers, or scientific presentations that contribute to understanding health disparities in underserved populations.

Project Objective 1

Objective Description:	
Excepted Outcome(s):	
Measurement Method(s):	
Timeline:	

Key Activities

Activity	Start Date	End Date	Staff Responsible
1			
2			
3			
4			
5			
6			
7			

Project Objective 2

Objective Description:	
Excepted Outcome(s):	
Measurement Method(s):	
Timeline:	

Key Activities

Activity	Start Date	End Date	Staff Responsible
1			
2			
3			
4			
5			
6			
7			

Project Objective 3

Objective Description:	
Excepted Outcome(s):	
Measurement Method(s):	
Timeline:	

Key Activities

Activity	Start Date	End Date	Staff Responsible
1			
2			
3			
4			
5			
6			
7			