

## Sample Project Workplan Planning Grant

**Project Goal Statement:** To create a comprehensive plan to improve access to health care services for geographically isolated individuals by conducting a needs assessment and then engaging in an effective and collaborative transportation planning process with key stakeholders.

**OUTCOME #1:** The scope and level of need for transportation services in the community is documented and understood.

### OUTCOME #1 WORKPLAN

Activity	Inputs	Timeframe	Responsible Person	Anticipated Outputs	Progress Reporting <i>(Complete for Progress Report Only)</i>
<i>Administer community-wide survey of providers</i>	<ul style="list-style-type: none"> <li>▪ Project staff</li> <li>▪ Consultant</li> <li>▪ Database</li> </ul>	<i>1/07</i>	<i>Jen Smith</i>	<i>Survey of 200 providers conducted</i>	
<i>Conduct interviews with providers in the community</i>	<ul style="list-style-type: none"> <li>▪ Project staff</li> <li>▪ Consultant</li> <li>▪ Database</li> </ul>	<i>2/07-3/07</i>	<i>Jen Smith</i>	<i>Interviews conducted with 25 providers</i>	
<i>Conduct interviews with sample of consumers in the community</i>	<ul style="list-style-type: none"> <li>▪ Project staff</li> <li>▪ Consultant</li> <li>▪ Database</li> </ul>	<i>2/07-3/07</i>	<i>Jen Smith</i>	<i>Interviews conducted with 50 consumers</i>	
<i>Obtain data from hospitals</i>	<ul style="list-style-type: none"> <li>▪ Project staff</li> <li>▪ Consultant</li> <li>▪ Database</li> </ul>	<i>3/07</i>	<i>Jen Smith</i>	<i>Data obtained</i>	
<i>Summarize data into a report on community needs</i>	<ul style="list-style-type: none"> <li>▪ Project staff</li> <li>▪ Consultant</li> <li>▪ Database</li> </ul>	<i>3/07</i>	<i>Jen Smith</i>	<i>Report written</i>	

### OUTCOME #1 EVALUATION PLAN

Outcome #1: Outcome Indicator(s)	Data Collection Method and Timeframe	Evaluation Results <i>(Complete for Progress Report Only)</i>
<ul style="list-style-type: none"> <li>• # of people receiving reports</li> <li>• Report posted on website</li> </ul>	<ul style="list-style-type: none"> <li>• Project Records (after report completed)</li> <li>• Project Records (after report completed)</li> </ul>	