

## Ribbon of Hope Grant Program: Project Plan Template

### Key Terms

- **Goals:** Goals describe the general, high-level purpose(s) of the proposed work. The project goal(s) should be related to the project need.
- **Objectives:** Objectives also describe what you plan to accomplish through your proposed work, but they are more specific than goals. Objectives must be specific, measurable, and time bound.
- **Activities:** Activities are the things you will do to achieve your objective(s). Typically, multiple activities will be required to achieve each objective.
- **Outcomes:** Outcomes are the measurable changes (i.e., results) you believe will occur for the target group. Outcomes must be specific and measurable. Outcomes should be directly related to your project objective(s).
- **Evaluation Methods and Instruments:** Evaluation methods and instruments provide information about how and when you will measure changes in outcomes. Please be as specific as possible in this column (e.g., name or link to instruments you plan to use).

**Please note:** It is okay to have one clearly defined project goal and/or project objective; having multiple goals and/or objectives does not necessarily strengthen a proposal. If your project has multiple goals, please include a separate table for each goal.

<b><u>Project Goal:</u></b>			
<b>Objective(s)</b>	<b>Activities</b>	<b>Anticipated Outcome(s)</b>	<b>Evaluation Methods and Instruments</b>


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