

Organization:

Contract number:

**PROBLEM/NEED:** Discuss the problem and need of the HIV + population as well as problems and needs specific to your organization. This should help your organization to design goals and objectives. This should be related to the goals and the mission of your organization.

**GOAL I:** Describe the long term benefits you seek specific to the problem/need statement.

OBJECTIVES	KEY ACTION STEPS	EVALUATION METHODS
<p>The objectives should identify your target population(s), state what will change, how much change will occur and by when. The objectives should lead to measurable outcomes that will make it easy for you to report on progress made. If you use percentages or numbers in your objectives be clear about your baseline number.</p> <p>Included in your objectives should be:</p> <ol style="list-style-type: none"> <li>1.) Special directives associated with the service category.</li> <li>2.) Performance measures associated with the service category.</li> <li>3.) Planning and implementation of consumer involvement activities</li> <li>4.) The planning and implementation of continuous quality improvement program.</li> <li>5.) Based on the Standards of Care associated with the service category</li> </ol>	<p>Describe <b>in detail</b>, specific activities undertaken to accomplish your objectives. Action steps should specify the individuals responsible for accomplishing the activity by what date. Action steps should flow logically from your Problem/Need statement, Goals and Objectives. They should <b>clearly</b> describe your program activities as well as the sequence of activities, and they should be reasonable. Your activities should also address the standards of care as it relates to the service category.</p>	<p>The evaluation methods will explain how your agency will measure the results of your program. Evaluation is a tool that provides information and feedback so that you can make appropriate adjustments to your program during the project period. An effective evaluation method will help your organization determine the extent to which your objectives have been accomplished as well as the extent to which this is attributable to your program or intervention. Your evaluation method is how you will measure whether or not a particular objective has been achieved.</p>

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**PROBLEM/NEED:**

**GOAL II:**

OBJECTIVES	KEY ACTION STEPS	EVALUATION METHODS
II.1	II.1	
	II.2	
	II.3	
	II.4	

**PROBLEM/NEED:**

**GOAL III:**

OBJECTIVES	KEY ACTION STEPS	EVALUATION METHODS
III.1	III.1	
	III.2	
	III.3	
	III.4	

**PROBLEM/NEED:**

**GOAL IV:**

OBJECTIVES	KEY ACTION STEPS	EVALUATION METHODS
IV.1	IV.1	
	IV.2	
	IV.3	
	IV.4	