

Independent Project - Part 2:

Goals and Objectives

This section is a very important piece of the program plan. As presentations are made on programs, and as programs are implemented, monitored, and evaluated there will be many occasions where those involved will want to refer back to goals and objectives. They build on Part 1: Problem Analysis, and they become the basis for Parts 3 & 4. The details for preparing goals and objectives are included in Chapter 7. The following content should be included in your presentation of goals and objectives:

1. Introduction

An opening paragraph should set the stage for this section of the plan. In this Paragraph you should focus on the higher level statements in your program hypothesis – what it is that you hope to do through your intervention.

2. Goal Statement

Write one goal statement that meets all the specifications for a goal statement as mentioned in Chapter 7 and that will cover the entire program plan.

3. Outcome Objectives

List your objectives under these headings:

Final Outcome Objectives

- 1.0 By (date), to (include all 5 parts of a complete objective)
- 2.0 Continue with all other final objectives

Intermediate Outcome Objectives

- 1.1 By (date), to(again, include all 5 parts of a complete objective; use a numbering system or some other method to make clear which intermediate outcome objectives are related to which final outcome objectives)
- 1.2 Etc.....

2.1 This intermediate outcome objective, for example, would be related to final outcome objective 2.0

4. **Process Objectives and Activities**

Write process objectives and activities for each intermediate outcome objective:

Process Objective 1.1: By (date), to

 Activity 1 These may be put into a Gantt Chart format (see Chapter 7)

 Activity 2

 Activity 3

Process Objective 1.2

 Activity 1

 Activity 2

 Activity 3

5. **Reordering of Goals, Objectives and Activities**

You can use “cut and paste” from the above sections to do this.

I Goal

II Ultimate Outcome Objective 1.0

 Intermediate Objective 1.0

 Process Objective 1.1

 Activity 1

 Activity 2

 Etc.

 Process Objective 1.2

 Activity 1.

 Activity 2

 Etc.

III Ultimate Outcome Objective XXX

 Intermediate Objective XX

 Process Objective 1.1

 Activity 1

 Activity 2

Etc.
Process Objective 1.2
Activity 1
Activity 2
Etc.

Continue until all objectives are “packaged” in a way that the ultimate outcome, intermediate outcome process and activities lay out a clear set of expectations and actions designed to achieve them.

Program Design

As with each of the other assignments, this section requires a good deal of thoughtful and careful planning. Based on the program hypothesis, goal, objectives, and activities, you will need to determine what data elements will need to be collected in order to answer the questions that need to be answered for performance measurement, monitoring, and evaluation purposes. This section should include the following content:

1. Introduction

As with the previous sections, begin with a paragraph that discusses what will be covered in this section. Plan to write this introduction after you have completed the rest of the assignment.

2. Program Components

This sub-section will itemize all the data elements to be included in your data collection system. They will be organized around the basic components of a system: Inputs, Throughputs, Outputs, and Outcomes.

Inputs - List variables to be used under the headings of clients, staff, material resources, facilities, and equipment.

Throughputs - Identify all services to be provided, and include a one-sentence service definition for each. List relevant service tasks and methods of intervention for each service.

Intermediate Outputs - List and define units of service for each service to be provided.

Final Outputs - Define a service completion for each service to be provided.

Intermediate Outcomes - List intermediate outcomes for each service being provided.

Final Outcomes - List final outcomes