

# FUND YOUR GOOD WORK

## UNITED WAY COMMUNITY GRANT REFERENCE GUIDE



### LOGIC MODEL WORKSHEET DEFINITIONS

Agency Name: <b>NAME OF AGENCY</b>	
Who are the agency's partners/stakeholders: <b>Who do you work with? Who is invested in the program?</b>	
What is the agency purpose statement: <b>Summarize the overall purpose for the agency and how lives are improved because of the services they provide.</b> <i>Questions to consider: What do you do? For Whom do you do it? What is the outcome or benefit? How has the agency made a difference? How are lives better as a result of the agency? What do your stakeholder's want to know?</i>	
<b>INPUTS</b> <i>Resources needed to operate the agency</i>	<b>Include Staff, Facilities, Equipment, Consultants, Materials, Curricula, etc. Include details like 2.25 FTE or 1 staff trained in mediation, etc.</b>
<b>OUTPUTS</b> <i>A direct agency product, typically measured in numbers or percent</i>	<b>For example,</b> 10 participants who started 5 completed the program (50% completed the program) 23 volunteers completed 45 hours in training 12 mentor/student matches 15 graduates of program ABC 20 tutoring sessions were provided 2 <sup>nd</sup> and 3 <sup>rd</sup> graders at School OPR 4 GED certificates issued 1 drop out
<b>ACTIVITIES</b> <i>Activities required to manage the agency that do not involve the end user</i>	<b>Recruit participants, coordinate materials, train staff, and promote programs.</b> <b>For example,</b> Develop Public Service announcements for newspaper, 2 radio stations and 3 TV networks. Distribute flyers to 63 locations. Send letters to all churches for inclusion in church bulletin. Recruit advisory team to screen program applicants and select participants. Utilize the NDHSS background check for all volunteers working with youth.
<b>SERVICES</b> <i>Agency services provided that directly impact the target population</i>	<b>Workshops, training, classes, programs, mentoring, tutoring, group lessons, group activities, goal development, events, the list is endless....</b> <b>For example,</b> Conduct weekly tutoring sessions from 3:30 – 5:00 p.m. at school ABC. Participants will have 25 minutes of physical activity and be served one healthy choice snack. Students will have 20 minutes of homework help each day. 420 K-3 <sup>rd</sup> graders will be screened by dental hygienist Mentors will meet with their match 2 times per month. Students will write one measurable, achievable goal to work on.



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**LOGIC MODEL WORKSHEET**  
EXAMPLE

Agency Name: **GPS – Redirecting Adjudicated Youth**

Who are the agency's partners/stakeholders: **ABC Public Schools, ABC County Judges, ABC County Probation, ABC County public defenders, Juvenile Diversion, Department of Health and Human Services, community volunteers and United Way staff**

What is the agency's purpose statement: **Create an alternative program for delinquent youth to reduce the length of their probation and to gain new skills for future student success. The goals of the program are to report no new incident reports to parole officer, reduced time on probation, improved attendance, decrease in office reports, improve GPA**

**INPUTS**  
*Resources needed to operate the agency*

***Judge sentence youth to program  
Parole Officer onsite support  
GPS provides Instructor & Curriculum for 8 week after school program  
United Way provides funding for program  
GPS provides facility space for program  
GPS provides reports on student attendance, grades and office reports***

**OUTPUTS**  
*A direct agency product, typically measured in numbers or percent*

***15 Adjudicated Youth Referred to Program  
10 Adjudicated Youth complete program  
Student Probation is reduced 10% for 50% of Adjudicated Youth  
25 one hour student sessions offered  
20 sessions completed by 70% of students  
10 Adjudicated Youth report increase in GPA Less than 4 Days Reported Absence from School  
Less than 3 Student Office Reports  
Less than 2 new incidents reported to parole officer***

**ACTIVITIES**  
*Activities required to manage the agency that do not involve the end user*

***Recruit GPS Partners  
Recruit Program Participants  
Develop Program Curriculum  
Coordinate Program Activities  
Identify Program Evaluation Measures  
Track Evaluation Measures  
Report Program Results  
Communicate program results with partners  
Evaluate Student Portfolios***

**SERVICES**  
*Agency services provided that directly impact the target population*

***Classroom Instruction  
Curriculum Skill Modeling  
Program Activities  
Participant Portfolio Development  
Student Goal Development***



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<b>AGENCY OUTCOMES/GOALS DEFINITIONS</b>				
Outcome/ Goal Statement 1	<b>Intended change in knowledge, skills, attitudes, behaviors, conditions, status, etc.</b>			
Indicators	Data Source	Applied To	Data Interval	Target
<b>Observable and measurable behaviors or conditions</b>	<b>Sources of information about conditions being measured</b>	<b>The population to be measured</b>	<b>When data is collected</b>	<b>The amount of change desired</b>
<b>AGENCY OUTCOMES/GOALS SAMPLES</b>				
Outcome/ Goal Statement 1	<b>Adjudicated Youth will improve school attendance.</b>			
Indicators	Data Source	Applied To	Data Interval	Target
<b>80% of 15 adjudicated youth will improve school attendance.</b>	<b>School Attendance Records</b>	<b>Participants who complete the program</b>	<b>Program Completion</b>	<b>80%</b>
Outcome/ Goal Statement 2	<b>Adjudicated Youth will improve their GPA</b>			
Indicators	Data Source	Applied To	Data Interval	Target
<b>60% of 15 adjudicated youth will improve their GPA.</b>	<b>School Grade Reports</b>	<b>Participants who complete the program</b>	<b>Program Completion</b>	<b>60%</b>
Outcome/ Goal Statement 3	<b>Adjudicated Youth will decrease the number of office reports and reported incidences to their parole officers.</b>			
Indicators	Data Source	Applied To	Data Interval	Target
<b>80% of 15 adjudicated youth will decrease the number of office reports at ABC High School.</b>	<b>ABC High School Office Reports</b>	<b>All program participants</b>	<b>Program Completion</b>	<b>80%</b>
<b>90% of 15 adjudicated youth will decrease the number of reported incidences to their parole officers.</b>	<b>ABC County Probation Office Reports</b>	<b>All program participants</b>	<b>Program Completion</b>	<b>80%</b>
Outcome/ Goal Statement 4	<b>Adjudicated Youth will reduce the time on probation.</b>			
Indicators	Data Source	Applied To	Data Interval	Target
<b>95% of 15 adjudicated youth, who satisfactorily complete the GPS program, will have their probation reduced by the Judge.</b>	<b>ABC County Probation Reports</b>	<b>Participants who complete the program</b>	<b>Program Completion</b>	<b>95%</b>



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**TERMS & DEFINITIONS**

<b>OUTCOME-FOCUSED EVALUATION</b>	Outcomes- focused evaluation is an organization management tool. It is a systematic way to know whether your program is achieving its intended results.		
<b>Outcomes</b>	A target audiences' changed or improved skills, attitudes, knowledge, behaviors, status or life condition brought about by experiencing a program <b>EXAMPLE</b> – <i>Participants achieve employment; Participants increase earnings; Participants graduate from high school; Participants reduce debt</i>		
<b>Program</b>	Activities and services offered participants to work towards intended outcomes. It has a definite beginning and end. A program is designed to change attitudes, behaviors, or knowledge, or increase skills and abilities related to assumed need.		
<b>Partners/ Stakeholders</b>	Concerned community members who are involved in the agency planning, or invested parties who have commitments or a specific responsibility for part of the agency. <b>EXAMPLES</b> – <i>Public schools, County Judges, County Probation, City Government, Public Defenders, Juvenile Diversion, Department of Health and Human Services, community volunteers, public schools, funding organization</i>		
<b>Program Purpose</b>	Agency purpose is driven by assumptions about need. It defines what the intent of the agency is and defines audience, services, and outcomes. In summary, <i>it answers three questions: We do what, for whom, for what outcome or benefit?</i>		
<b>Inputs</b>	The resources you will dedicate to your agency and the services it provides. Budgets will detail cost of the inputs. You can calculate the cost per person/cost per completer based on details provided. You may use this... "It costs \$400 per child to get children off the streets, how many lives do you want to change?" <b>EXAMPLE SOURCES</b> - <i>Staff, facilities, equipment, consultants, materials, curricula</i>		
<b>Outputs</b>	A direct agency product, typically measured in numbers or percents: <b>EXAMPLES</b> # of participants who start program, # of hours in training, # of mentor/student matches, # of graduates # of tutoring sessions, # of completers, # of GED certificates issued, # of drop outs, % of graduates who completed the program		
<b>Activities &amp; Services</b>	ACTIVITIES are <u>management related</u> while SERVICES <u>directly involve end users</u> .  <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b>EXAMPLES</b> <i>Agency Activities</i></p> <ul style="list-style-type: none"> <li>Public Service Announcements</li> <li>Outreach</li> <li>Choosing Participants</li> <li>Tutor screening matching</li> <li>Student/tutor matching</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <p><b>EXAMPLES</b> <i>Agency Services</i></p> <ul style="list-style-type: none"> <li>Tutoring</li> <li>Program Classes</li> <li>Computer Training</li> <li>GED Prep Classes</li> <li>Goal Development</li> <li>Student Events</li> </ul> </td> </tr> </table>	<p><b>EXAMPLES</b> <i>Agency Activities</i></p> <ul style="list-style-type: none"> <li>Public Service Announcements</li> <li>Outreach</li> <li>Choosing Participants</li> <li>Tutor screening matching</li> <li>Student/tutor matching</li> </ul>	<p><b>EXAMPLES</b> <i>Agency Services</i></p> <ul style="list-style-type: none"> <li>Tutoring</li> <li>Program Classes</li> <li>Computer Training</li> <li>GED Prep Classes</li> <li>Goal Development</li> <li>Student Events</li> </ul>
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## Partner Agency Mid-Year Goal Assessment

[2021 Partner Agency Mid-Year Goal Assessment | United Way of Western Nebraska](#)  
 [\(uwwn.org\)](http://uwwn.org)

**Due December 31, 2021 for funded agencies**

Welcome to the 2021-2022 United Way of Western Nebraska Mid-Year Goal Assessment. We are pleased to offer the option to complete the requirement online this year for all of the areas we serve. **The form is due by no later than December 31, 2021.**

Please contact United Way at 308-635-2522 (Scottsbluff) or 308-763-8031 (Box Butte & Dawes) or email [bbc@uwwn.org](mailto:bbc@uwwn.org) with any questions.



Agency Name\*

Contact Name\*

Phone Number\*

Email Address\*

Please select the area that granted your agency funding

- United Way of Western Nebraska serving Box Butte County
- United Way of Western Nebraska serving Dawes County
- United Way of Western Nebraska

Agency Outcomes/Goals (as stated in the Funding Application)\*

Are you on track to achieve those goals?\*



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