

Program: _____

Organization: _____

Please summarize the results achieved with this funding by responding to the following questions. We are looking for responses that are clear and to the point. Your entire follow-up report should be no more than 3 pages.

I. Program Highlights

Please Describe:

- How Operation Our Town funds have been utilized.
- Future plans for this program.
- The greatest accomplishments of the program.
- The greatest challenges to the program.

Note: *If the program did not operate as originally described, please explain what took place.*

II. Progress on Outcomes Measurement

Provide an overview of your outcomes measurement, which includes the following items:

- Have the program outcomes, as initially stated, proven valid?
- Describe any changes to outcomes that have been made and why.
- Describe the effectiveness of the indicators you chose to measure these outcomes.
- List any barriers; external to your program, that limited success on these outcomes.

Definitions:

Outcomes – The benefits to program participants or changes in **knowledge, skill** or **behavior** that participants experience during or as a result of participation in a program. Participant outcomes should logically link back to the activities of the program.

Indicators – The specific information that will be collected to track a program’s success towards an outcome. Indicators should be observable and measurable – what can be seen, touched, quantified – and demonstrates an outcome taking place. An indicator is **what** is being measured.

Results – Final data (program numbers, participant numbers, etc.) as it relates to the initial outcomes of the program.