

Sample Project Workplan Applied Research Grant

Project Goal Statement: To increase understanding of the health needs of children in the state by conducting a survey of providers, interviews with providers, and focus groups with families.

OUTCOME #1: Improved documentation of the health needs of children in the state.

OUTCOME #1 WORKPLAN

Activity	Inputs	Timeframe	Responsible Person	Anticipated Outputs	Progress Reporting (Complete for Progress Report Only)
<i>Identify providers to be surveyed</i>	<ul style="list-style-type: none"> ▪ Principal investigator ▪ Research team 	<i>1/07</i>	<i>Principal Investigator</i>	<i>Provider list developed</i>	
<i>Develop survey</i>	<ul style="list-style-type: none"> ▪ Principal investigator ▪ Research team 	<i>1/07</i>	<i>Principal Investigator</i>	<i>Survey</i>	
<i>Administer survey</i>	<ul style="list-style-type: none"> ▪ Principal investigator ▪ Research team 	<i>2/07-3/07</i>	<i>Principal Investigator</i>	<i>100 providers surveyed</i>	
<i>Enter survey data into database</i>	<ul style="list-style-type: none"> ▪ Research Assistant 	<i>3/07-4/07</i>	<i>Principal Investigator</i>	<i>Data entered</i>	
<i>Identify providers to interview</i>	<ul style="list-style-type: none"> ▪ Principal investigator ▪ Research team 	<i>3/07</i>	<i>Principal Investigator</i>	<i>Provider interview list developed</i>	
<i>Develop interview protocol</i>	<ul style="list-style-type: none"> ▪ Principal investigator ▪ Research team 	<i>4/07</i>	<i>Principal Investigator</i>	<i>Interview protocol</i>	
<i>Conduct interviews of providers</i>	<ul style="list-style-type: none"> ▪ Principal investigator ▪ Research team 	<i>4/07-5/07</i>	<i>Principal Investigator</i>	<i>50 providers interviewed</i>	
<i>Enter information into database</i>	<ul style="list-style-type: none"> ▪ Research Assistant 	<i>6/07</i>	<i>Principal Investigator</i>	<i>Data entered</i>	
<i>Identify families to participate in focus groups</i>	<ul style="list-style-type: none"> ▪ Principal investigator ▪ Research team 	<i>3/07</i>	<i>Principal Investigator</i>	<i>Focus group list developed</i>	
<i>Develop focus group protocol</i>	<ul style="list-style-type: none"> ▪ Principal investigator ▪ Research team 	<i>4/07</i>	<i>Principal Investigator</i>	<i>Focus group protocol</i>	
<i>Conduct focus groups</i>	<ul style="list-style-type: none"> ▪ Principal investigator ▪ Research team ▪ Monetary incentive for participating families 	<i>4/07-6/07</i>	<i>Principal Investigator</i>	<i>4 focus groups conducted</i>	
<i>Enter information into database</i>	<ul style="list-style-type: none"> ▪ Research Assistant 	<i>6/07</i>	<i>Principal Investigator</i>	<i>Data entered</i>	
<i>Analyze data</i>	<ul style="list-style-type: none"> ▪ Principal investigator ▪ Research team 	<i>7/07</i>	<i>Principal Investigator</i>	<i>Data analyzed</i>	

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Activity	Inputs	Timeframe	Responsible Person	Anticipated Outputs	Progress Reporting <i>(Complete for Progress Report Only)</i>
<i>Summarize data in report</i>	<ul style="list-style-type: none"> ▪ <i>Principal investigator</i> ▪ <i>Research team</i> 	<i>7/07-8/07</i>	<i>Principal Investigator</i>	<i>Report written</i>	

OUTCOME #1 EVALUATION PLAN

OUTCOME #1 EVALUATION PLAN Outcome #1: Outcome Indicator(s)	Data Collection Method and Timeframe	Evaluation Results <i>(Complete for Progress Report Only)</i>
<ul style="list-style-type: none"> • Creation of report summarizing results 	<ul style="list-style-type: none"> • Project Records (end of project) 	

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OUTCOME #2: [Note: This is an example of a dissemination outcome] Key stakeholders in state and local agencies receive research results and have a better understanding of the need for interventions to improve the health of children.

OUTCOME #2 WORKPLAN

Activity	Inputs	Timeframe	Responsible Person	Anticipated Outputs	Progress Reporting <i>(Complete for Progress Report Only)</i>
<i>Disseminate report to policymakers and agency staff</i>	<ul style="list-style-type: none"> ▪ <i>Principal investigator</i> 	<i>8/06</i>	<ul style="list-style-type: none"> ▪ <i>Principal investigator</i> 	<i>All policymakers and (child/family/health) agency heads receive report</i>	
<i>Disseminate report at state annual conference</i>	<ul style="list-style-type: none"> ▪ <i>Principal investigator</i> 	<i>10/06</i>	<ul style="list-style-type: none"> ▪ <i>Principal investigator</i> 	<i>Copies of report distributed</i>	
<i>Post research on website and links to other websites</i>	<ul style="list-style-type: none"> ▪ <i>Principal investigator</i> 	<i>8/06</i>	<ul style="list-style-type: none"> ▪ <i>Principal investigator</i> 	<i>Report on websites</i>	
<i>Write press releases</i>	<ul style="list-style-type: none"> ▪ <i>Principal investigator</i> 	<i>8/06</i>	<ul style="list-style-type: none"> ▪ <i>Principal investigator</i> 	<i>3 press releases disseminated</i>	

OUTCOME #2 EVALUATION PLAN

Outcome #2: Outcome Indicator(s)	Data Collection Method and Timeframe	Evaluation Results <i>(Complete for Progress Report Only)</i>
<ul style="list-style-type: none"> • # and type of inquiries received about report and data 	<ul style="list-style-type: none"> • Project Records (ongoing) 	

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OUTCOME #3: [Note: This is an example of a sustainability outcome] Database of information is maintained.

OUTCOME #3 WORKPLAN

Activity	Inputs	Timeframe	Responsible Person	Anticipated Outputs	Progress Reporting <i>(Complete for Progress Report Only)</i>
<i>Ensure quality of database information and maintain it at the agency so it can be used in the future.</i>	<ul style="list-style-type: none"> ▪ <i>Principal investigator</i> 	<i>8/06</i>	<ul style="list-style-type: none"> ▪ <i>Principal investigator</i> 	<i>Database</i>	

OUTCOME #3 EVALUATION PLAN

Outcome #2: Outcome Indicator(s)	Data Collection Method and Timeframe	Evaluation Results <i>(Complete for Progress Report Only)</i>
<ul style="list-style-type: none"> • Database maintained at agency 	<ul style="list-style-type: none"> • Qualitative 	