



# Performance Plan

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**Recipient Name:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

**Contact Phone:** \_\_\_\_\_

**Grant #:** \_\_\_\_\_

**Instructions:** Using the sections below, please provide a detailed description your project. This is a one-time requirement, and it will be used by DAS to monitor the progress of the project. In each of the sections, there is a subsection with instructions in *italics*. DAS recognizes that each project is unique and some may not have content for each section. Please complete this Performance Plan to the best of your ability and reach out for assistance to [statefiscal.recoveryfund@das.oregon.gov](mailto:statefiscal.recoveryfund@das.oregon.gov) if you have questions.

## Context

### Problem Statement

*Briefly describe the problem or social issue that your program is working to address. (1-2 sentences)*

### Goal(s)/Mission Statement

*Considering your problem statement, describe the overarching purpose, the goal(s), or mission of your project/program.*

### Rationale

*Considering your problem statement and goal(s)/mission statement above, describe why this work is important to complete now and how the work being done affects the targeted problem or social issue.*

## Planned Work

### Assumptions

*Assumptions are the underlying beliefs about how your project/program will work. Describe key project assumptions below.*

### Resources and External Factors

*List the resources needed to meet your project's goal(s)/mission statement. Also list any external factors in which you have little control that could influence the project's/program's success.*

### Activities

*Please list the major activities for your project below. Each of these activities should move your project toward the intended results in the next section.*

## Intended Results

*This section should be a bulleted list of measurable outcomes that list the expected achievements once all the activities are accomplished. E.g. number of youth referred, program participation rates, frequency, type, or duration of contacts or services.*

### Short-Term Outcomes (If applicable)

*List items here that you expect to accomplish within the first 6 months of your project. Note: If you have a project that is anticipated to be completed within a few months of your project's start, you may skip short-term and/or intermediate outcomes and only complete the long-term or final outcomes.*

### Intermediate Outcomes (If applicable)

*List items here that you expect to accomplish by the middle of your project. Note: If you have a project that is anticipated to be completed within a few months of your project's start, you may skip short-term and/or intermediate outcomes and only complete the long-term or final outcomes.*

## Long-Term Outcomes or Final Outcomes

*List items here that you expect to accomplish by the end of your project.*