

Outcome Instructions

Definition: Outcomes are desired benefits or changes for individuals or populations during or after participating in the project activities/services. Outcomes may relate to behavior, skills, knowledge, attitudes, values, condition, or other attributes. They are what participants know, think, or can do; or how they behave; or what their condition is, that is different following participation in the project.

Complete an **Outcome Form**, for each outcome the project intends to achieve and attach them to the application. Projects are required to have a minimum of 3 outcomes which must include one outcome on targeting and service to older persons of minority status, including Native Americans.

Each outcome must be (1) clearly measurable and related to a specific need; (2) achievable by the service(s) the project provides; and (3) stated in such a way that reflects the benefits to be obtained by older persons through the provision of the project's units of service. There must be a logical relationship between the description of outcomes and the services to be provided and between the outcomes and the budget.

Each outcome must have at least one measure that can be used to determine if project participants are experiencing the intended benefit(s) of the project activities.

Each outcome must define the need it will address, the action steps necessary to achieve the intended results, and the expected completion date for each action step.