

PROJECT WORK PLAN

The Project Work Plan is a vital part of the grant application. It is the piece of the application that grant reviewers use to get an idea of what the proposed program really entails and how, when and by whom the project will be carried out. In the RFP document (available at www.komenphiladelphia.org/grants) are forms for completing the project work plan and definitions for each term used below.

An example of a Project Work Plan:

<p>Overall Program Goal:</p> <ol style="list-style-type: none"> Increase access to breast cancer screening and treatment for minority populations of women with limited English proficiency by minimizing language and cultural barriers 	<p>Measures of Success:</p> <ol style="list-style-type: none"> Recruit 85 new clients for breast cancer screening who are never or rarely screened. These 85 clients successfully complete screening.
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GOAL #1: Increase access to breast cancer screening and treatment for minority populations of women with limited English proficiency by minimizing language and cultural barriers				
Objectives	Activities	Data	Assess Progress	Responsibility
1) By March 31, 2012, recruit new clients for breast cancer screening: <ul style="list-style-type: none"> - 50 Hispanic - 25 Korean - 10 other ethnic minority 	<ol style="list-style-type: none"> Contact potential clients at local clinics, health fairs or establishments frequented by ethnic minority women Educate, inform potential clients about screening Enroll eligible clients and schedule appointments Support client through screening process, accompany to appointments if needed 	Patient Database	Numbers of Hispanic, Korean and other ethnic minority women signed up to receive CBE and mammogram	Bicultural Outreach Workers