

APPENDIX F: Sample Performance Measure

OMB No.: 0915-0285. Expiration Date: 10/31/2013

DEPARTMENT OF HEALTH AND HUMAN SERVICES Health Resources and Services Administration PERFORMANCE MEASURES	FOR HRSA USE ONLY		
	Grant Number	Application Tracking Number	
	Project Period Date		
Core Function: Training and Assistance in Fiscal and Program Management (Program Requirements)			
Performance Measure: Number of T/TA opportunities provided to new and existing Health Center Program grantees			
Target Goal Description	Increase the number of fiscal and program management training and technical assistance workshops for new and existing health center grantees.		
Numerator Description	Number of health centers who have attended at least one (1) fiscal and program management T/TA workshop.		
Denominator Description	Number of new and existing health center grantees in FY2011		
Baseline Data	Baseline Year: 2010 Measure Type: Number Numerator: Denominator:	Projected Data (by End of Project Period)	XX
Data Source & Methodology	2010 HRSA/BPHC Grantee Satisfaction Survey; Registration Forms; Sign-in sheets		
Key Factor and Major Planned Action #1	Key Factor Type: <input checked="" type="checkbox"/> Contributing <input type="checkbox"/> Restricting <input type="checkbox"/> Not Applicable Key Factor Description: XYZ offers a variety of fiscal and program management assistance programs, including workshops, webinars, peer to peer matching and program information exchange. At least X% of new and existing health center grantees requires additional T/TA support in this area. Major Planned Action Description: Prepare and distribute training materials, best practices, etc. and increase the number of fiscal and program management T/TA opportunities available to new and existing health center grantees.		

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Key Factor and Major Planned Action #2	<p>Key Factor Type: <input type="checkbox"/> Contributing <input checked="" type="checkbox"/> Restricting <input type="checkbox"/> Not Applicable</p> <p>Key Factor Description: Time management becomes problematic when XYZ staff members become over committed to non compliant organizations seeking individualized T/TA to become compliant at a point when T/TA cannot resolve their fiscal and/or program management problem. The agency-wide team would like to be able to identify and provide T/TA to these organizations before they get to a point of non compliance.</p> <p>Major Planned Action Description: Hire an additional staff person to conduct extensive fiscal and program management targeted outreach.</p>	

Public Burden Statement: An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The OMB control number for this project is 0915-0285. Public reporting burden for this collection of information is estimated to average .5 hours per response, including the time for reviewing instructions, searching existing data sources, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to HRSA Reports Clearance Officer, 5600 Fishers Lane, Room 10-33, Rockville, Maryland, 20857.