***Annual plan***

Each year your district/cluster will submit an annual plan of your GEAR UP activities. The plan is constructed around the 5 Rs, although you need not do an activity within each area every year. The plan includes questions about how you will evaluate the success of the event and includes a place for you to enter evaluation data at the end of the year or as it becomes available. The evaluation data will be completed and submitted no later than July 1, 2016 along with your year 3 plan.

We also ask that you start thinking about sustainability now rather than waiting until the last years of the grant. GEAR UP is designed to bring about systemic and sustainable school change. It is important to plan on how to sustain your efforts from the beginning of the project. If you plan to continue these activities into the future, how will you do that? Will you seek external funding? Absorb the costs internally? Partner with others who can provide the activity for you? Are there things you need to be doing now in order to gain support, either from your school board/district and/or external partners in order to sustain what you’ve started with GEAR UP?

Remember that this is a cohort model program and this year is primarily intended to serve 7th and 8th graders and put supports in place for them as they make their way through their secondary education. In addition to college readiness and awareness activities for these students, it is perfectly appropriate to do some infrastructure enhancement that will pave the way for these students as they move through the system so things like professional development for teachers to improve the curriculum, possibly some technology upgrades and associated training. You may serve older students so long as there is no additional expense in doing so. In other words, if you're doing a field trip for the target cohorts and have room on the bus, certainly fill the bus!

***Tips on writing measurable objectives***

Measurable Objectives (MO’s) state your specific desired outcomes for an activity, and outline the measure you will use to gauge the activity’s degree of success. MO’s are important to specify because they help answer questions like: How will you know if the activity is successful if you don’t know what you’re hoping to achieve? How will you know if it is worth repeating if you don’t know if and why it was successful?

There are two broad categories of objectives – *process* and *outcome*.

1. Process objectives are those related to the event or activity itself (attendance, duration, engagement levels, satisfaction with the event, etc.).
2. Outcome objectives are the things you hope to achieve by implementing the strategy (improvement in test scores, increase in knowledge regarding financial aid, etc.). In other words, the change you hope to bring about by doing this activity. Since we can’t simply measure whether an activity “works” or “doesn’t work”, we use MO’s to be specific about what exact changes you hope to see. For example, if you want your tutoring sessions to lead to better test scores, MO’s describe: which tests, better by how much, for which students, and by when?

Wherever possible and appropriate, include both kinds of objectives for your activities – this will help you make minor adjustments to the *process*, as needed, which will help you secure or better understand your desired *outcome*.

All objectives should be: **S**pecific, **M**easurable, **A**chievable, **R**ealistic and Relevant, **T**ime-oriented. Here is a quick guide for more info: <http://hr.wayne.edu/leads/phase1/smart-objectives.php>

Here are some examples of measurable objectives:

|  |  |
| --- | --- |
| Measurable objective | Source of data |
| Process outcome: 75% of language arts teachers from MS and HS will participate in curriculum alignment activities; 100% of those teachers will utilize the curriculum map developed during training | Sign in sheets for training; survey of teachers/ department heads |
| Process outcome: At least two workshops/meetings between Jr. High and High School staff will occur before June 30th, 2011 | Sign in sheets for training |
| Outcome objective: The percentage of 7th grade students on the “F” list in math classes will drop from 25% to 15%. | Student information system |
| Outcome objective: The percentage of students meeting or exceeding the standard on statewide tests in reading will increase from 45% (2014) to 52% (2015) | OAKS scores |
| Outcome objective: 80% of all freshmen will have completed a personal profile with a list of 5 to 10 potential careers that will support the lifestyle of their dreams by June, 2016 | Personal Education Plans |
| Outcome objective: 75% of parents attending financial aid workshops will have a better understanding of the topic at the end of the workshop | Surveys conducted at end of workshop |

As always, please contact us should you have any questions or concerns in completing your plan.

The GEAR UP Staff

Cluster: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# REACHING HIGHER

*Goal 1:* Create a school environment, policies, and teacher expectations that support all students’ pursuit of a postsecondary education.

*Measurable Objectives:*

1. Increase percentage of students with expectation of achieving a postsecondary degree or certificate.
2. Increase percentage of parents/families who expect their students to achieve a postsecondary degree or certificate.
3. Increase percentage of students that school staff expects to complete a postsecondary degree or certificate.
4. Increase percentage of students who graduate high school.
5. Increase percentage of students who enroll in college.

*Strategies****:***

1. Create college-going identities among students.
2. Develop a college-going culture in schools.
3. Consistently communicate the expectation of postsecondary education for all students.
4. Emphasize goal-setting, while also finding short term benefits.

|  |
| --- |
| Activity 1.1 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Service (*check one category, best fit*):** (R) indicates required activities | | | |
|  | Supportive Services (**R)** |  | Job site visit/job shadowing |
|  | Rigorous Academic Curricula (**R)** |  | Summer programs |
|  | Comprehensive Mentoring(**R)** |  | Educational field trips |
|  | Financial aid counseling/advising (**R)** |  | Workshops |
|  | Counseling/advising/academic planning/career counseling (**R)** |  | Family/cultural events |
|  | College visit/college student shadowing |  | Student-Led/Peer leadership activities |
|  | Professional Development |  | Other (please specify) |
|  | GEAR UP Club/Orientation |  | N/A (cost share only) |

What specific, measurable objectives do you hope to achieve as a result of this activity?

|  |  |  |  |
| --- | --- | --- | --- |
| PLAN | | EVALUATION (To be completed at end of year) | |
| Measurable objective | Source of data | Actual outcome | Will you continue? If so, what changes will you make? |
|  |  |  |  |
|  |  |  |
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|  |  |  |

What are your sustainability goals for this activity?

Check all that apply:

☐ Termination

☐ Continuation through external funding

☐ Institutionalization (absorb with internal funding)

☐ Scale up through external funding

☐ Other, specify:

What steps do you need to take to attain this sustainability goal?

|  |  |
| --- | --- |
| EVALUATION (To be completed at end of year) | |
| **What aspects of your sustainability plan were implemented this year?** | **If you’re planning to continue this activity in the future, what do you need to do to ensure the activity is sustained?** |
|  |  |

Budget:

|  |  |  |
| --- | --- | --- |
| Budget category | Description | Amount |
| Salaries/Wages |  |  |
| OPE/Benefits |  |  |
| Travel |  |  |
| Materials & Supplies |  |  |
| Consultants/contracts |  |  |
| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

|  |
| --- |
| Activity 1.2 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Service (*check one category, best fit*):** (R) indicates required activities | | | |
|  | Supportive Services (**R)** |  | Job site visit/job shadowing |
|  | Rigorous Academic Curricula (**R)** |  | Summer programs |
|  | Comprehensive Mentoring(**R)** |  | Educational field trips |
|  | Financial aid counseling/advising (**R)** |  | Workshops |
|  | Counseling/advising/academic planning/career counseling (**R)** |  | Family/cultural events |
|  | College visit/college student shadowing |  | Student-Led/Peer leadership activities |
|  | Professional Development |  | Other (please specify) |
|  | GEAR UP Club/Orientation |  | N/A (cost share only) |

What specific, measurable objectives do you hope to achieve as a result of this activity?

|  |  |  |  |
| --- | --- | --- | --- |
| PLAN | | EVALUATION (To be completed at end of year) | |
| Measurable objective | Source of data | Actual outcome | Will you continue? If so, what changes will you make? |
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What are your sustainability goals for this activity?

Check all that apply:

☐ Termination

☐ Continuation through external funding

☐ Institutionalization (absorb with internal funding)

☐ Scale up through external funding

☐ Other, specify:

What steps do you need to take to attain this sustainability goal?

|  |  |
| --- | --- |
| EVALUATION (To be completed at end of year) | |
| **What aspects of your sustainability plan were implemented this year?** | **If you’re planning to continue this activity in the future, what do you need to do to ensure the activity is sustained?** |
|  |  |

Budget:

|  |  |  |
| --- | --- | --- |
| Budget category | Description | Amount |
| Salaries/Wages |  |  |
| OPE/Benefits |  |  |
| Travel |  |  |
| Materials & Supplies |  |  |
| Consultants/contracts |  |  |
| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

|  |
| --- |
| Activity 1.3 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Service (*check one category, best fit*):** (R) indicates required activities | | | |
|  | Supportive Services (**R)** |  | Job site visit/job shadowing |
|  | Rigorous Academic Curricula (**R)** |  | Summer programs |
|  | Comprehensive Mentoring(**R)** |  | Educational field trips |
|  | Financial aid counseling/advising (**R)** |  | Workshops |
|  | Counseling/advising/academic planning/career counseling (**R)** |  | Family/cultural events |
|  | College visit/college student shadowing |  | Student-Led/Peer leadership activities |
|  | Professional Development |  | Other (please specify) |
|  | GEAR UP Club/Orientation |  | N/A (cost share only) |

What specific, measurable objectives do you hope to achieve as a result of this activity?

|  |  |  |  |
| --- | --- | --- | --- |
| PLAN | | EVALUATION (To be completed at end of year) | |
| Measurable objective | Source of data | Actual outcome | Will you continue? If so, what changes will you make? |
|  |  |  |  |
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|  |  |  |

What are your sustainability goals for this activity?

Check all that apply:

☐ Termination

☐ Continuation through external funding

☐ Institutionalization (absorb with internal funding)

☐ Scale up through external funding

☐ Other, specify:

What steps do you need to take to attain this sustainability goal?

|  |  |
| --- | --- |
| EVALUATION (To be completed at end of year) | |
| **What aspects of your sustainability plan were implemented this year?** | **If you’re planning to continue this activity in the future, what do you need to do to ensure the activity is sustained?** |
|  |  |

Budget:

|  |  |  |
| --- | --- | --- |
| Budget category | Description | Amount |
| Salaries/Wages |  |  |
| OPE/Benefits |  |  |
| Travel |  |  |
| Materials & Supplies |  |  |
| Consultants/contracts |  |  |
| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

|  |
| --- |
| Activity 1.4 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Service (*check one category, best fit*):** (R) indicates required activities | | | |
|  | Supportive Services (**R)** |  | Job site visit/job shadowing |
|  | Rigorous Academic Curricula (**R)** |  | Summer programs |
|  | Comprehensive Mentoring(**R)** |  | Educational field trips |
|  | Financial aid counseling/advising (**R)** |  | Workshops |
|  | Counseling/advising/academic planning/career counseling (**R)** |  | Family/cultural events |
|  | College visit/college student shadowing |  | Student-Led/Peer leadership activities |
|  | Professional Development |  | Other (please specify) |
|  | GEAR UP Club/Orientation |  | N/A (cost share only) |

What specific, measurable objectives do you hope to achieve as a result of this activity?

|  |  |  |  |
| --- | --- | --- | --- |
| PLAN | | EVALUATION (To be completed at end of year) | |
| Measurable objective | Source of data | Actual outcome | Will you continue? If so, what changes will you make? |
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|  |  |  |

What are your sustainability goals for this activity?

Check all that apply:

☐ Termination

☐ Continuation through external funding

☐ Institutionalization (absorb with internal funding)

☐ Scale up through external funding

☐ Other, specify:

What steps do you need to take to attain this sustainability goal?

|  |  |
| --- | --- |
| EVALUATION (To be completed at end of year) | |
| **What aspects of your sustainability plan were implemented this year?** | **If you’re planning to continue this activity in the future, what do you need to do to ensure the activity is sustained?** |
|  |  |

Budget:

|  |  |  |
| --- | --- | --- |
| Budget category | Description | Amount |
| Salaries/Wages |  |  |
| OPE/Benefits |  |  |
| Travel |  |  |
| Materials & Supplies |  |  |
| Consultants/contracts |  |  |
| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

# RIGOR

*Goal 2:* Academically prepare all students for postsecondary education through rigorous curriculum and necessary academic support.

*Measurable Objectives:*

1. Increase performance on standardized test scores.
2. Reduce the percentage of students with failing grades.
3. Increase the percentage of students who pass pre-algebra by the end of 8th grade.
4. Increase the percentage of students who pass Algebra I by the end of 9th grade.
5. Increase the percentage of students who take two years of math beyond Algebra I by the end of 12th grade.
6. Increase the percentage of students who are on track to graduate at the end of each grade.
7. Increase the number of AP/IB and dual credit classes offered and taken.

*Strategies****:***

1. Ensure that students have necessary academic content knowledge for success in postsecondary education.
2. Develop students’ learning skills and techniques; provide just enough assistance for them to learn to do tasks themselves.
3. Provide professional development to enhance the quality of teaching and learning.

|  |
| --- |
| Activity 2.1 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Service (*check one category, best fit*):** (R) indicates required activities | | | |
|  | Supportive Services (**R)** |  | Job site visit/job shadowing |
|  | Rigorous Academic Curricula (**R)** |  | Summer programs |
|  | Comprehensive Mentoring(**R)** |  | Educational field trips |
|  | Financial aid counseling/advising (**R)** |  | Workshops |
|  | Counseling/advising/academic planning/career counseling (**R)** |  | Family/cultural events |
|  | College visit/college student shadowing |  | Student-Led/Peer leadership activities |
|  | Professional Development |  | Other (please specify) |
|  | GEAR UP Club/Orientation |  | N/A (cost share only) |

What specific, measurable objectives do you hope to achieve as a result of this activity?

|  |  |  |  |
| --- | --- | --- | --- |
| PLAN | | EVALUATION (To be completed at end of year) | |
| Measurable objective | Source of data | Actual outcome | Will you continue? If so, what changes will you make? |
|  |  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

What are your sustainability goals for this activity?

Check all that apply:

☐ Termination

☐ Continuation through external funding

☐ Institutionalization (absorb with internal funding)

☐ Scale up through external funding

☐ Other, specify:

What steps do you need to take to attain this sustainability goal?

|  |  |
| --- | --- |
| EVALUATION (To be completed at end of year) | |
| **What aspects of your sustainability plan were implemented this year?** | **If you’re planning to continue this activity in the future, what do you need to do to ensure the activity is sustained?** |
|  |  |

Budget:

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| --- | --- | --- |
| Budget category | Description | Amount |
| Salaries/Wages |  |  |
| OPE/Benefits |  |  |
| Travel |  |  |
| Materials & Supplies |  |  |
| Consultants/contracts |  |  |
| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

|  |
| --- |
| Activity 2.2 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Service (*check one category, best fit*):** (R) indicates required activities | | | |
|  | Supportive Services (**R)** |  | Job site visit/job shadowing |
|  | Rigorous Academic Curricula (**R)** |  | Summer programs |
|  | Comprehensive Mentoring(**R)** |  | Educational field trips |
|  | Financial aid counseling/advising (**R)** |  | Workshops |
|  | Counseling/advising/academic planning/career counseling (**R)** |  | Family/cultural events |
|  | College visit/college student shadowing |  | Student-Led/Peer leadership activities |
|  | Professional Development |  | Other (please specify) |
|  | GEAR UP Club/Orientation |  | N/A (cost share only) |

What specific, measurable objectives do you hope to achieve as a result of this activity?

|  |  |  |  |
| --- | --- | --- | --- |
| PLAN | | EVALUATION (To be completed at end of year) | |
| Measurable objective | Source of data | Actual outcome | Will you continue? If so, what changes will you make? |
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What are your sustainability goals for this activity?

Check all that apply:

☐ Termination

☐ Continuation through external funding

☐ Institutionalization (absorb with internal funding)

☐ Scale up through external funding

☐ Other, specify:

What steps do you need to take to attain this sustainability goal?

|  |  |
| --- | --- |
| EVALUATION (To be completed at end of year) | |
| **What aspects of your sustainability plan were implemented this year?** | **If you’re planning to continue this activity in the future, what do you need to do to ensure the activity is sustained?** |
|  |  |

Budget:

|  |  |  |
| --- | --- | --- |
| Budget category | Description | Amount |
| Salaries/Wages |  |  |
| OPE/Benefits |  |  |
| Travel |  |  |
| Materials & Supplies |  |  |
| Consultants/contracts |  |  |
| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

|  |
| --- |
| Activity 2.3 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Service (*check one category, best fit*):** (R) indicates required activities | | | |
|  | Supportive Services (**R)** |  | Job site visit/job shadowing |
|  | Rigorous Academic Curricula (**R)** |  | Summer programs |
|  | Comprehensive Mentoring(**R)** |  | Educational field trips |
|  | Financial aid counseling/advising (**R)** |  | Workshops |
|  | Counseling/advising/academic planning/career counseling (**R)** |  | Family/cultural events |
|  | College visit/college student shadowing |  | Student-Led/Peer leadership activities |
|  | Professional Development |  | Other (please specify) |
|  | GEAR UP Club/Orientation |  | N/A (cost share only) |

What specific, measurable objectives do you hope to achieve as a result of this activity?

|  |  |  |  |
| --- | --- | --- | --- |
| PLAN | | EVALUATION (To be completed at end of year) | |
| Measurable objective | Source of data | Actual outcome | Will you continue? If so, what changes will you make? |
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|  |  |  |
|  |  |  |

What are your sustainability goals for this activity?

Check all that apply:

☐ Termination

☐ Continuation through external funding

☐ Institutionalization (absorb with internal funding)

☐ Scale up through external funding

☐ Other, specify:

What steps do you need to take to attain this sustainability goal?

|  |  |
| --- | --- |
| EVALUATION (To be completed at end of year) | |
| **What aspects of your sustainability plan were implemented this year?** | **If you’re planning to continue this activity in the future, what do you need to do to ensure the activity is sustained?** |
|  |  |

Budget:

|  |  |  |
| --- | --- | --- |
| Budget category | Description | Amount |
| Salaries/Wages |  |  |
| OPE/Benefits |  |  |
| Travel |  |  |
| Materials & Supplies |  |  |
| Consultants/contracts |  |  |
| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

|  |
| --- |
| Activity 2.4 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Service (*check one category, best fit*):** (R) indicates required activities | | | |
|  | Supportive Services (**R)** |  | Job site visit/job shadowing |
|  | Rigorous Academic Curricula (**R)** |  | Summer programs |
|  | Comprehensive Mentoring(**R)** |  | Educational field trips |
|  | Financial aid counseling/advising (**R)** |  | Workshops |
|  | Counseling/advising/academic planning/career counseling (**R)** |  | Family/cultural events |
|  | College visit/college student shadowing |  | Student-Led/Peer leadership activities |
|  | Professional Development |  | Other (please specify) |
|  | GEAR UP Club/Orientation |  | N/A (cost share only) |

What specific, measurable objectives do you hope to achieve as a result of this activity?

|  |  |  |  |
| --- | --- | --- | --- |
| PLAN | | EVALUATION (To be completed at end of year) | |
| Measurable objective | Source of data | Actual outcome | Will you continue? If so, what changes will you make? |
|  |  |  |  |
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|  |  |  |
|  |  |  |

What are your sustainability goals for this activity?

Check all that apply:

☐ Termination

☐ Continuation through external funding

☐ Institutionalization (absorb with internal funding)

☐ Scale up through external funding

☐ Other, specify:

What steps do you need to take to attain this sustainability goal?

|  |  |
| --- | --- |
| EVALUATION (To be completed at end of year) | |
| **What aspects of your sustainability plan were implemented this year?** | **If you’re planning to continue this activity in the future, what do you need to do to ensure the activity is sustained?** |
|  |  |

Budget:

|  |  |  |
| --- | --- | --- |
| Budget category | Description | Amount |
| Salaries/Wages |  |  |
| OPE/Benefits |  |  |
| Travel |  |  |
| Materials & Supplies |  |  |
| Consultants/contracts |  |  |
| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

# RELEVANCE

*Goal 3:* Link students’ career aspirations with their educational goals.

*Measurable Objectives:*

1. Increase percentage of students with a personal education plan that includes some form of education beyond high school.
2. Increase # of opportunities available for students to explore career options through career fairs, job shadows, internships or other career-related learning experiences
3. Increase # of businesses and community partners that collaborate with the school.

*Strategies****:***

1. Provide opportunities for students to learn about a wide array of careers.
2. Build on youths’ interests and passions to tap into intrinsic motivation for college, helping them see the value of learning for its own sake and for the purpose of pursing interesting work later.

|  |
| --- |
| Activity 3.1 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Service (*check one category, best fit*):** (R) indicates required activities | | | |
|  | Supportive Services (**R)** |  | Job site visit/job shadowing |
|  | Rigorous Academic Curricula (**R)** |  | Summer programs |
|  | Comprehensive Mentoring(**R)** |  | Educational field trips |
|  | Financial aid counseling/advising (**R)** |  | Workshops |
|  | Counseling/advising/academic planning/career counseling (**R)** |  | Family/cultural events |
|  | College visit/college student shadowing |  | Student-Led/Peer leadership activities |
|  | Professional Development |  | Other (please specify) |
|  | GEAR UP Club/Orientation |  | N/A (cost share only) |

What specific, measurable objectives do you hope to achieve as a result of this activity?

|  |  |  |  |
| --- | --- | --- | --- |
| PLAN | | EVALUATION (To be completed at end of year) | |
| Measurable objective | Source of data | Actual outcome | Will you continue? If so, what changes will you make? |
|  |  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

What are your sustainability goals for this activity?

Check all that apply:

☐ Termination

☐ Continuation through external funding

☐ Institutionalization (absorb with internal funding)

☐ Scale up through external funding

☐ Other, specify:

What steps do you need to take to attain this sustainability goal?

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| EVALUATION (To be completed at end of year) | |
| **What aspects of your sustainability plan were implemented this year?** | **If you’re planning to continue this activity in the future, what do you need to do to ensure the activity is sustained?** |
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Budget:

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| Budget category | Description | Amount |
| Salaries/Wages |  |  |
| OPE/Benefits |  |  |
| Travel |  |  |
| Materials & Supplies |  |  |
| Consultants/contracts |  |  |
| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

|  |
| --- |
| Activity 3.2 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Service (*check one category, best fit*):** (R) indicates required activities | | | |
|  | Supportive Services (**R)** |  | Job site visit/job shadowing |
|  | Rigorous Academic Curricula (**R)** |  | Summer programs |
|  | Comprehensive Mentoring(**R)** |  | Educational field trips |
|  | Financial aid counseling/advising (**R)** |  | Workshops |
|  | Counseling/advising/academic planning/career counseling (**R)** |  | Family/cultural events |
|  | College visit/college student shadowing |  | Student-Led/Peer leadership activities |
|  | Professional Development |  | Other (please specify) |
|  | GEAR UP Club/Orientation |  | N/A (cost share only) |

What specific, measurable objectives do you hope to achieve as a result of this activity?

|  |  |  |  |
| --- | --- | --- | --- |
| PLAN | | EVALUATION (To be completed at end of year) | |
| Measurable objective | Source of data | Actual outcome | Will you continue? If so, what changes will you make? |
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What are your sustainability goals for this activity?

Check all that apply:

☐ Termination

☐ Continuation through external funding

☐ Institutionalization (absorb with internal funding)

☐ Scale up through external funding

☐ Other, specify:

What steps do you need to take to attain this sustainability goal?

|  |  |
| --- | --- |
| EVALUATION (To be completed at end of year) | |
| **What aspects of your sustainability plan were implemented this year?** | **If you’re planning to continue this activity in the future, what do you need to do to ensure the activity is sustained?** |
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Budget:

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| Budget category | Description | Amount |
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| OPE/Benefits |  |  |
| Travel |  |  |
| Materials & Supplies |  |  |
| Consultants/contracts |  |  |
| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

|  |
| --- |
| Activity 3.3 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

|  |  |  |  |
| --- | --- | --- | --- |
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What are your sustainability goals for this activity?

Check all that apply:

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☐ Institutionalization (absorb with internal funding)

☐ Scale up through external funding

☐ Other, specify:

What steps do you need to take to attain this sustainability goal?

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| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

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| Activity 3.4 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

|  |  |  |  |
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What are your sustainability goals for this activity?

Check all that apply:

☐ Termination

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What steps do you need to take to attain this sustainability goal?

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| Travel |  |  |
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| Consultants/contracts |  |  |
| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

# RELATIONSHIPS

*Goal 4:* Foster relationships that encourage students’ academic success.

*Measurable Objectives:*

1. Increase the number of recognized student clubs/organizations focused on academics, careers, and/or college.
2. Increase the number of families involved in academic, career and college planning.
3. Increase the percentage of students who report that their teachers expect them to go to college.

*Strategies****:***

1. Draw on the power of peers.
2. Provide opportunities for every student to develop positive mentoring relationships with older students and adults.
3. Engage families.

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| Activity 4.1 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

|  |  |  |  |
| --- | --- | --- | --- |
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|  | Professional Development |  | Other (please specify) |
|  | GEAR UP Club/Orientation |  | N/A (cost share only) |

What specific, measurable objectives do you hope to achieve as a result of this activity?

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What are your sustainability goals for this activity?

Check all that apply:

☐ Termination

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☐ Scale up through external funding

☐ Other, specify:

What steps do you need to take to attain this sustainability goal?

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| Materials & Supplies |  |  |
| Consultants/contracts |  |  |
| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

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| Activity 4.2 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

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| --- | --- | --- | --- |
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What specific, measurable objectives do you hope to achieve as a result of this activity?

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What steps do you need to take to attain this sustainability goal?

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| Equipment (items $5,000 or more) |  |  |

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| Activity 4.3 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

|  |  |  |  |
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| **Type of Service (*check one category, best fit*):** (R) indicates required activities | | | |
|  | Supportive Services (**R)** |  | Job site visit/job shadowing |
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|  | Professional Development |  | Other (please specify) |
|  | GEAR UP Club/Orientation |  | N/A (cost share only) |

What specific, measurable objectives do you hope to achieve as a result of this activity?

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☐ Other, specify:

What steps do you need to take to attain this sustainability goal?

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| EVALUATION (To be completed at end of year) | |
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| Budget category | Description | Amount |
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| Travel |  |  |
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| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

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| Activity 4.4 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

|  |  |  |  |
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|  | Supportive Services (**R)** |  | Job site visit/job shadowing |
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|  | Comprehensive Mentoring(**R)** |  | Educational field trips |
|  | Financial aid counseling/advising (**R)** |  | Workshops |
|  | Counseling/advising/academic planning/career counseling (**R)** |  | Family/cultural events |
|  | College visit/college student shadowing |  | Student-Led/Peer leadership activities |
|  | Professional Development |  | Other (please specify) |
|  | GEAR UP Club/Orientation |  | N/A (cost share only) |

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What are your sustainability goals for this activity?

Check all that apply:

☐ Termination

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☐ Other, specify:

What steps do you need to take to attain this sustainability goal?

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| Travel |  |  |
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| Consultants/contracts |  |  |
| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

# RAISING AWARENESS

*Goal 5:* Promote early awareness of college preparation, selection, admissions, financial aid and other critical steps for college entry.

*Measurable Objectives:*

1. Increase percentage of students and parents who are aware of entrance requirements for 2-year, 4-year, trade and technical schools.
2. Increase percentage of students and parents who are familiar with various forms of financial aid.
3. Increase percentage of students and parents who can correctly identify the cost of attending a public 4-year university.
4. Increase percentage of students and parents who believe they can afford some form of postsecondary education using financial aid and their family’s resources.
5. Increase the percentage of seniors submitting college applications
6. Increase the percentage of seniors submitting FAFSAs.
7. Increase the percentage of seniors submitting OSAC applications.

*Strategies****:***

1. Promote college awareness to students and families.
2. Demystify paying for college.
3. Aid in the college application process.

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| Activity 5.1 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Service (*check one category, best fit*):** (R) indicates required activities | | | |
|  | Supportive Services (**R)** |  | Job site visit/job shadowing |
|  | Rigorous Academic Curricula (**R)** |  | Summer programs |
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|  | Counseling/advising/academic planning/career counseling (**R)** |  | Family/cultural events |
|  | College visit/college student shadowing |  | Student-Led/Peer leadership activities |
|  | Professional Development |  | Other (please specify) |
|  | GEAR UP Club/Orientation |  | N/A (cost share only) |

What specific, measurable objectives do you hope to achieve as a result of this activity?

|  |  |  |  |
| --- | --- | --- | --- |
| PLAN | | EVALUATION (To be completed at end of year) | |
| Measurable objective | Source of data | Actual outcome | Will you continue? If so, what changes will you make? |
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What are your sustainability goals for this activity?

Check all that apply:

☐ Termination

☐ Continuation through external funding

☐ Institutionalization (absorb with internal funding)

☐ Scale up through external funding

☐ Other, specify:

What steps do you need to take to attain this sustainability goal?

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| OPE/Benefits |  |  |
| Travel |  |  |
| Materials & Supplies |  |  |
| Consultants/contracts |  |  |
| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

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| --- |
| Activity 5.2 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

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| Activity 5.3 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

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What are your sustainability goals for this activity?

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| Activity 5.4 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

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|  | Supportive Services (**R)** |  | Job site visit/job shadowing |
|  | Rigorous Academic Curricula (**R)** |  | Summer programs |
|  | Comprehensive Mentoring(**R)** |  | Educational field trips |
|  | Financial aid counseling/advising (**R)** |  | Workshops |
|  | Counseling/advising/academic planning/career counseling (**R)** |  | Family/cultural events |
|  | College visit/college student shadowing |  | Student-Led/Peer leadership activities |
|  | Professional Development |  | Other (please specify) |
|  | GEAR UP Club/Orientation |  | N/A (cost share only) |

What specific, measurable objectives do you hope to achieve as a result of this activity?

|  |  |  |  |
| --- | --- | --- | --- |
| PLAN | | EVALUATION (To be completed at end of year) | |
| Measurable objective | Source of data | Actual outcome | Will you continue? If so, what changes will you make? |
|  |  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

What are your sustainability goals for this activity?

Check all that apply:

☐ Termination

☐ Continuation through external funding

☐ Institutionalization (absorb with internal funding)

☐ Scale up through external funding

☐ Other, specify:

What steps do you need to take to attain this sustainability goal?

|  |  |
| --- | --- |
| EVALUATION (To be completed at end of year) | |
| **What aspects of your sustainability plan were implemented this year?** | **If you’re planning to continue this activity in the future, what do you need to do to ensure the activity is sustained?** |
|  |  |

Budget:

|  |  |  |
| --- | --- | --- |
| Budget category | Description | Amount |
| Salaries/Wages |  |  |
| OPE/Benefits |  |  |
| Travel |  |  |
| Materials & Supplies |  |  |
| Consultants/contracts |  |  |
| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

# OTHER

Please list other activities here that don’t fit within a specific goal (GEAR UP coordinator, supplies, participation incentives, etc.)

|  |
| --- |
| Activity 6.1 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Service (*check one category, best fit*):** (R) indicates required activities | | | |
|  | Supportive Services (**R)** |  | Job site visit/job shadowing |
|  | Rigorous Academic Curricula (**R)** |  | Summer programs |
|  | Comprehensive Mentoring(**R)** |  | Educational field trips |
|  | Financial aid counseling/advising (**R)** |  | Workshops |
|  | Counseling/advising/academic planning/career counseling (**R)** |  | Family/cultural events |
|  | College visit/college student shadowing |  | Student-Led/Peer leadership activities |
|  | Professional Development |  | Other (please specify) |
|  | GEAR UP Club/Orientation |  | N/A (cost share only) |

What specific, measurable objectives do you hope to achieve as a result of this activity?

|  |  |  |  |
| --- | --- | --- | --- |
| PLAN | | EVALUATION (To be completed at end of year) | |
| Measurable objective | Source of data | Actual outcome | Will you continue? If so, what changes will you make? |
|  |  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

What are your sustainability goals for this activity?

Check all that apply:

☐ Termination

☐ Continuation through external funding

☐ Institutionalization (absorb with internal funding)

☐ Scale up through external funding

☐ Other, specify:

What steps do you need to take to attain this sustainability goal?

|  |  |
| --- | --- |
| EVALUATION (To be completed at end of year) | |
| **What aspects of your sustainability plan were implemented this year?** | **If you’re planning to continue this activity in the future, what do you need to do to ensure the activity is sustained?** |
|  |  |

Budget:

|  |  |  |
| --- | --- | --- |
| Budget category | Description | Amount |
| Salaries/Wages |  |  |
| OPE/Benefits |  |  |
| Travel |  |  |
| Materials & Supplies |  |  |
| Consultants/contracts |  |  |
| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

|  |
| --- |
| Activity 6.2 |

Title:

Please describe the activity:

How does this activity relate to the stated objectives?

What grades will be served by this activity? (Check all that apply)

☐ Grade 7 ☐ Grade 8 ☐ Grade 9 ☐ Grade 10 ☐ Grade 11 ☐ Grade 12 ☐ Students in college

Category

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Service (*check one category, best fit*):** (R) indicates required activities | | | |
|  | Supportive Services (**R)** |  | Job site visit/job shadowing |
|  | Rigorous Academic Curricula (**R)** |  | Summer programs |
|  | Comprehensive Mentoring(**R)** |  | Educational field trips |
|  | Financial aid counseling/advising (**R)** |  | Workshops |
|  | Counseling/advising/academic planning/career counseling (**R)** |  | Family/cultural events |
|  | College visit/college student shadowing |  | Student-Led/Peer leadership activities |
|  | Professional Development |  | Other (please specify) |
|  | GEAR UP Club/Orientation |  | N/A (cost share only) |

What specific, measurable objectives do you hope to achieve as a result of this activity?

|  |  |  |  |
| --- | --- | --- | --- |
| PLAN | | EVALUATION (To be completed at end of year) | |
| Measurable objective | Source of data | Actual outcome | Will you continue? If so, what changes will you make? |
|  |  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

What are your sustainability goals for this activity?

Check all that apply:

☐ Termination

☐ Continuation through external funding

☐ Institutionalization (absorb with internal funding)

☐ Scale up through external funding

☐ Other, specify:

What steps do you need to take to attain this sustainability goal?

|  |  |
| --- | --- |
| EVALUATION (To be completed at end of year) | |
| **What aspects of your sustainability plan were implemented this year?** | **If you’re planning to continue this activity in the future, what do you need to do to ensure the activity is sustained?** |
|  |  |

Budget:

|  |  |  |
| --- | --- | --- |
| Budget category | Description | Amount |
| Salaries/Wages |  |  |
| OPE/Benefits |  |  |
| Travel |  |  |
| Materials & Supplies |  |  |
| Consultants/contracts |  |  |
| Other, specify: |  |  |
| Equipment (items $5,000 or more) |  |  |

**Total** **BUDGET REQUEST**

Using the amounts from each activity, please provide your total budget request.

|  |  |
| --- | --- |
| Budget category | Amount |
| Salaries/Wages |  |
| OPE/Benefits |  |
| Travel |  |
| Materials & Supplies |  |
| Consultants/contracts |  |
| Other |  |
| Sub-total |  |
| Indirect costs (no more than 8% of sub-total) |  |
| Equipment (items over $5,000) |  |
| GRAND TOTAL (sub-total + indirect + equipment) |  |