CP3 Implementation & Measurement Plan

You should modify the Implementation & Measurement Plan (IMP) template to match the number of goals your specific project requires. For *each* goal in the IMP, create an Implementation Plan table *and* a Measurement Plan table. Please use the definitions provided in the IMP guidance document when crafting your plan. Draft, in the box below, the overarching goal statement for the project. Following completion of the IMP, each grantee is expected to complete the Risk Assessment & Mitigation Plan in Appendix A. Please note that select grantees will undergo an independent outcome evaluation that will specifically seek to determine the impact of a program and whether it was able to achieve its stated goals and objectives as measured against its stated performance measures/indicators. It is therefore critical that this plan is completed as comprehensively as possible to enable this type of evaluation to be possible.

In the Implementation Plan table:
- After reviewing the example table, please delete the "Example Goal 1 Implementation Plan" and fill in your project plan within the blank Implementation Plan table further down within this template. For additional guidance, definitions, and examples, please consult the IMP Guidance Document.
- Type each activity in a separate row; add as many rows as needed.
- Arrange activity rows chronologically by the start date of the activity.
- The plan should span both years of performance under this grant program.

In the Measurement Plan table:
- After reviewing the example table, please delete the "Example Goal 1 Measurement Plan" and fill in your project plan within the blank Measurement Plan table further down within this template. For additional guidance, definitions, and examples, please consult the IMP Guidance Document.
- Type each performance measure in a separate row. Every key activity in your implementation plan table such as trainings, workshops, or case management activities should have at least one corresponding performance measure and target within the measurement table.
- Map each performance measure to the relevant activity by including the numerical code of the activity to which it applies, e.g., 1.1.1, 1.1.2, etc.
- Include performance measures and targets that will measure the results of the relevant activity in line with that activity's corresponding goal and objective. It is not necessary to have more than one performance measure and corresponding target for an individual activity if one is sufficient to measure the successful implementation of that activity.
- Identify and/or design data collection methods to be used to obtain the data that will be reported on quarterly.
- Ensure attention to collection of data that can be broken down by sex and age of project participants or beneficiaries.
- The information in the "Performance Measures" column of the Measurement Plan should align with the information in the "Anticipated Outputs" column of your Implementation Plan.

NOTE: Data collection methods should be specific and timebound. Any expenses incurred from the collection of data must come from the grant already awarded. No additional funds will be made available by DHS for this purpose.

Organization Name	
Project Title	
Grant Number	
Grant Implementation Period	

Project Goal Statement

[Please state the goal of the project as identified in your program design. This goal should include language from the individual goals located within this IMP]

Target Population

[Please include an estimated size and demographic breakdown of expected and/or served program beneficiaries. Please be specific and include a brief description of why this particular target population has been selected.]

Example Goal 1: *[Example] Strengthen societal resilience of prevention practitioners within the education and law enforcement sectors against the drivers of violent extremism and ensure broad awareness of the threat of targeted violence and terrorism.*

Objective 1.1: *[Example] Hold in-depth, localized trainings for 600 education sector stakeholders such as teachers, administrative personnel, school resource officers and principals in Larimer County in order to increase their knowledge of the risk factors to violent extremism recruitment and mobilization.*

Objective 1.2: *[Example] Hold in-depth, localized trainings for 600 law enforcement stakeholders in Larimer County in order to increase their knowledge of the risk factors to violent extremism and mobilization.*

Example Goal 1 IMPLEMENTATION PLAN

Objectives	Activity	Inputs/Resources	Time Frame	Anticipated Outputs
Objective 1.1:	*Activity 1.1.1 [Example] Conduct outreach with education sector stakeholders to raise awareness of and interest for upcoming Community Awareness Briefing opportunity*	*[Example] Outreach & awareness materials (posters, fliers), social media, stakeholder meetings*	*[Example] Q1*	*[Example] 8 committed partnerships from schools in Larimer County, for a total of 12 committed partnerships (4 partnership letters of support already secured, included in application)*
	Activity 1.1.2: [Example] Conduct Community Awareness Briefings with education sector stakeholders (teachers, administrative personnel, school resource officers and principals)	*[Example] Local trainers, participants to receive training, training venue, CP3 CAB curriculum, CP3 review of requested modifications to the CAB curriculum*	*[Example] approx. 2 per quarter, Q2-7*	*[Example] 12 Community Awareness Briefings (1 per school);* *600 education sector stakeholders (50 per training)*
Objective 1.2:	*Activity 1.2.1 [Example] Conduct outreach with law enforcement sector stakeholders to raise awareness of and interest for upcoming Law Enforcement Awareness Briefing opportunity*	*[Example] Outreach & awareness materials (posters, fliers), social media, stakeholder meetings*	*[Example] Q1*	*[Example] 8 committed partnerships from law enforcement agencies and stakeholder organizations in Larimer County, for a total of 12 committed partnerships (4 partnership letters of support already secured, included in application)*

Objectives	Activity	Inputs/Resources	Time Frame	Anticipated Outputs
	Activity 1.2.2 [Example] Conduct Law Enforcement Awareness Briefings with law enforcement stakeholders	*[Example] Local law enforcement to receive training, training venue, CP3 to review requested modification to the LAB curriculum*	*[Example] approx. 2 per quarter, Q2-Q7*	*[Example] 12 Law Enforcement Awareness Briefings (1 per agency);* *600 law enforcement stakeholders reached (50 per training)* *[*

Example Goal 1 MEASUREMENT PLAN

Activity #	Performance Measures & Targets	Data Collection Method and Timeframe
1.1.1	*[Example Performance Measure] Number of partnership commitments secured from schools in Larimer County* *[Example Target]: 12 letters of commitment (4 already secured, included in application)*	*[Example] Meetings and coordination with Larimer County school officials to secure partnerships; documented letters of commitment; Quarter 1 timeline*
1.1.2	*[Example Performance Measure] Number of Community Awareness Briefing training sessions held and number of community leaders attending* *[Example Targets]: 12 sessions (1 per school); 600 individuals reached (50 per training)*	*[Example] Documented date, time, venue, number of education sector stakeholders in attendance; Q2-Q7 approx. timeline*
1.1.2	*[Example Performance Measure 2]: % increase in knowledge of education sector stakeholders regarding the risk factors to violent extremism recruitment and mobilization.* *[Example Target 2]: 35% average aggregate knowledge increase of attendees*	*[Example] Pre & Post-tests delivered before and after Community Awareness Briefing, data reported in aggregate for each training, Q2-Q7 timeline*
1.2.1	*[Example Performance Measure] Number of partnership commitments secured from law enforcement agencies in Larimer County* *[Example Target]: 12 letters of commitment (4 already secured, included in application)*	*[Example] Meetings and coordination with Larimer County police departments, local government officials and law enforcement stakeholders to secure partnerships; documented letters of commitment; Quarter 1 timeline*
1.2.2	*[Example Performance Measure] Number of Law Enforcement Awareness Briefing training sessions held and number of law enforcement stakeholders attending* *[Example Targets]: 12 sessions (1 per agency); 600 individuals reached (50 per training)*	*[Example] Documented date, time, venue, number of law enforcement stakeholders in attendance; Q2-Q7 approx. timeline*
1.2.2	*[Example Performance Measure 2]: % increase in knowledge of law enforcement stakeholders regarding the risk factors to violent extremism recruitment and mobilization.* *[Example Target 2]: 35% average aggregate knowledge increase of attendees*	*[Example] Pre & Post-tests delivered before and after Law Enforcement Awareness Briefing, data reported in aggregate for each training, Q2-Q7 timeline*

Goal 1: [insert long-term goal statement]
Objective 1.1: [Insert objective text]
Objective 1.2: [Insert objective text]
Objective 1.3: [Insert objective text]

Goal 1 IMPLEMENTATION PLAN

Objectives	Activity	Inputs/Resources	Time Frame	Anticipated Outputs
Objective 1.1:	*Activity 1.1.1*			
	Activity 1.1.2			
Objective 1.2:	*Activity 1.2.1*			
	Activity 1.2.2			
Objective 1.3:	*Activity 1.3.1*			

Goal 1 MEASUREMENT PLAN

Activity #	Performance Measures & Targets	Data Collection Method and Timeframe

Goal 2: *[insert Goal statement]*

Objective 2.1: [Insert objective text]
Objective 2.2: [Insert objective text]
Objective 2.3: [Insert objective text]

Goal 2 IMPLEMENTATION PLAN

Objectives	Activity	Inputs/Resources	Time Frame	Anticipated Outputs
Objective 2.1:	*Activity 2.1.1*			
	Activity 2.1.2			
Objective 2.2:	*Activity 2.2.1*			
	Activity 2.2.2			
Objective 2.3:	*Activity 2.3.1*			

Goal 2 MEASUREMENT PLAN

Activity #	Performance Measures & Targets	Data Collection Method and Timeframe

Goal 3: *[insert goal statement]*

Objective 3.1: [Insert objective text]
Objective 3.2: [Insert objective text]
Objective 3.3: [Insert objective text]

Goal 3 IMPLEMENTATION PLAN

Objectives	Activity	Inputs/Resources	Time Frame	Anticipated Outputs
Objective 3.1:	*Activity 3.1.1*			
	Activity 3.1.2			
Objective 3.2:	*Activity 3.2.1*			
	Activity 3.2.2			
Objective 3.3:	*Activity 3.3.1*			

Goal 3 MEASUREMENT PLAN

Activity #	Performance Measures & Targets	Data Collection Method and Timeframe

[REPEAT FOR AS MANY GOALS AS NEEDED FOR PROJECT]

APPENDIX A: RISK MANAGEMENT PLAN

The following risk assessment chart is designed to assist in the identification of potential occurrences that would impact achieving project objectives, primarily those originating externally and that are outside of the organization's control. Risks could include, but are not limited to: economic, social, or political changes; changes to planned partnerships; legal or compliance changes; or other risks unique to this project. Use the chart below to identify these risks; add additional rows if necessary.

Risk Identified	Risk Analysis (brief assessment of the impact the identified risk could/would have on the project)	Risk Management Plan (plan to minimize the impact that the risk presents to the project and adjustments to be made if the risk transpires)
[Example] COVID-19 variants could cause in-person trainings to be unsafe and not possible	*[Example] In-person training is the preferred modality as it is more engaging than virtual alternatives. A virtual training could result in decreased enthusiasm for registration and decreased engagement of attendees*	*[Example] Program will conduct trainings virtually if in-person trainings are not possible. Trainers will be trained on online engagement strategies in order to better keep audience engaged within online modality.*