

Quality Management Evaluations for Quarterly Reports



Criteria for Evaluating Quarterly Reports



- **Does the reported activity relate to the activity listed in the work plan?**
- **Is the activity coded correctly?**
- **Are the units reported correctly? (Example- If the unit type is “presentations and the unit specifics is “# of presentations”, the grantee should report the number of presentations that occurred rather than something like the number of participants)**
- **Is the activity status reported correctly? (In progress, completed, or discontinued)**
- **Does the reported outcome relate to the outcome listed in the work plan?**
- **Is the outcome status reported correctly? (Yes or No)**
- **Does the reported outcome refer to documentation? (Pre/post test, signatures of support, verbal survey; etc.)**

Does the reported Activity relate to the activity listed in the work plan



Activity Description

- Give 6 presentations to coalitions & community groups on the benefits of tobacco-free policies

Reported Activity

- Gave one presentation to 25 members of the Batesville Chamber of Commerce on the benefits of tobacco-free policies

1. Is the activity coded correctly? 2. Are the units reported correctly? 3. Is the activity status reported correctly?

- **Activity:** Give 6 presentations to coalitions & community groups on the benefits of tobacco-free policies

Reported Activity:

Gave one presentation to 25 members of the Batesville Chamber of Commerce on the benefits of tobacco-free policies

- **Activity Code:** Services Provided (SP)
- **Unit Type:** Presentations
- **Unit Specifics:** # of Presentations
- **Projected Value:** 6
- **# of Units:** (Quarter): 25
- **# of Units:** (YTD): 25
- **Progress:** 417%
- **Activity Status:** Completed

1. Does the reported outcome relate to the outcome listed in the work plan 2. Is the outcome status reported correctly? 3. Does the outcome refer to documentation?

Outcome Description

- 6 presentations given with a 50% increase in knowledge on the benefits of implementing tobacco-free policies based on a pre/post test
- Outcome Status: Y

Outcome Description

- This presentation went really well. There were lots of questions that indicated they learned a lot.

1. Does the reported outcome relate to the outcome listed in the work plan 2. Is the outcome status reported correctly? 3. Does the outcome refer to documentation?



Outcome Description

Outcome Description

- 6 presentations given with a 50% increase in knowledge on the benefits of implementing tobacco-free policies based on a pre/post test
- Outcome Status: Y

- One presentation was given with 25 in attendance. 25% answered the pre test correctly while 75% answered the post test correctly. This is a 200% increase.

Percent Increase Calculator



Enter the two numbers to find percent difference
(increase or decrease):

From 25% to 75%

RESULT: Percentage increase or decrease is:

200% Increase

Website:

<http://whatis.techtarget.com/article/percent-change-calculator.html>

Next Activity



THE FUN CONTINUES

Does the reported Activity relate to the activity listed in the work plan



Activity Description

- Encourage 5 worksites in Independence County to implement tobacco-free policies

Reported Activity

- Educated plant manager and personnel manager at Pilgrim's Pride on the benefits of tobacco-free policies in the work place and ask that they implement a no-tobacco policy

1. Is the activity coded correctly? 2. Are the units reported correctly? 3. Is the activity status reported correctly?

- **Activity Description:**
Encourage 5 worksites in Independence County to implement tobacco-free policies
- **Reported Activity:**
Educated plant manager and personnel manager at Pilgrim's Pride on the benefits of tobacco-free policies in the work place and ask that they implement a no-tobacco policy

- **Activity Code:** Advocacy (A)
- **Unit Type:** Presentations
- **Unit Specifics:** # of presentations
- **Projected Value:** 5
- **# of Units (Quarter):** 1
- **# of Units (YTD):** 1
- **Progress:** 20%
- **Activity Status:** Completed

1. Does the reported outcome relate to the outcome listed in the work plan? 2. Is the outcome status reported correctly? 3. Does the outcome refer to documentation?

Outcome Description

- 5 worksites in Independence County adopted tobacco-free policies for their work place
- Outcome Status: Y

Reported Outcome

- Pilgrim's Pride management decided to not adopt a tobacco-free policy at this time

Next Activity



Does the reported Activity relate to the activity listed in the work plan



Activity Description

- Superintendent of Big Tobacco School District will submit a proposed new policy to the school board to ban all sponsorship and funding from the school's name sake.

Reported Activity

- Superintendent submitted the sponsorship policy to the school board at the May board meeting. This was an eventful meeting!

1. Is the activity coded correctly? 2. Are the units reported correctly? 3. Is the activity status reported correctly?

- Activity Description- Superintendent of Big Tobacco School District will submit a proposed new policy to the school board to ban all sponsorship and funding from the school's name sake
- Reported Activity: Superintendent submitted the sponsorship policy to the school board at the May board meeting. This was an eventful meeting!

- Activity Code: Community Action (CA)
- Unit Type: Meetings
- Unit Specifics: # of meetings
- Projected Value: 1
- # of Units: (Quarter): 1
- # of Units: (YTD): 1
- Progress: 100%
- Activity Status: Completed

1. Does the reported outcome relate to the outcome listed in the work plan 2. Is the outcome status reported correctly? 3. Does the outcome refer to documentation?

Outcome Description

- School Board will receive and vote on proposed Sponsorship policy
- Outcome Status: Y

Reported Outcome

- The school board members quickly shot down the proposal and subsequently voted to tar and feather the superintendant as well as burn his effigy.

What happens when we lay the proper ground work for change.



Activity Description

- Superintendent of Big Tobacco School District will submit a proposed new policy to the school board to ban all sponsorship and funding from the school's name sake.

Reported Activity

- Superintendent submitted the sponsorship policy to the school board along with survey results that showed that 90% of parents, students and faculty supported the new policy.

What are the results of our efforts?

Outcome Description

- School Board will receive and vote on proposed Sponsorship policy
- Outcome Status: Y

Reported Outcome

- The school board members quickly adopted the proposal and subsequently voted to give the Superintendent and CSH Coordinator a big raise and 2 extra weeks of vacation!