**F5SMC Logic Model Walk-Through-20250417\_122506-Meeting Recording**

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 **Jenifer Clark** started transcription

 **Jenifer Clark** 0:08
Hello everyone. My name is Jennifer Clark and I am the research and evaluation specialist at first five San Mateo County.
I am here today to walk you through our first five San Mateo County logic model template which you are required to complete as part of your proposal. In response to our RFP.
The logic model template is available in the attachments section of our RFP.
These that are found on the open Gov procurement portal.
OK.
So the goal of the logic model is to provide a high level unified picture of your entire proposed program. It should bring together information included in your proposed budget, your program activities, your scope of work.
Program narrative and desired outcomes and impact.
Now one of the goals of having you guys complete this document as part of your proposal.
Is for a review panelist to be able to get an overall sense of your proposed project.
All in one document.
So there really isn't a lot of new information here or information that will only be found on this logic model template.
All of the information here should also be included on your scope of work. Excels spreadsheet your program narrative where you talk about your activities.
And your staff and your evaluation results, it should be included in your budget etcetera.
Another thing about this particular document is it's fine to not have a lot of detail.
It should be.
Kind of a high level overview of your project, but it should provide a sense of what you are proposing to do.
OK, so at the top here.
Pretty straightforward.
Enter your organization and your program name.
The vision that you have for the program.
And what are you hoping to accomplish with your proposed program?
The logic model.
The meat of it is broken out into two sections.
1st is the planned or proposed work and then the intended results and then there are two different parts to each of those pieces.
So for planned work, first we have inputs.
These are the resources that are going into the program, so that includes things like your budget, the actual you know, dollars and the staff.
How many Ftes are going to be doing this work?
What types of specialized skills and experience do they have?
And also any facilities or equipment that you are going to be using to provide these activities?
For the information.
From that you are putting into this section should be consistent with your budget and budget narrative. Your organization, team qualifications that show up in other parts of your proposal.
And then we have the activity section.
These are the activities that you are proposing to perform.
This should be taken mostly from your scope of work. The scope of work is where you're going to be providing more detailed information about the activities such as timelines and you know the what.
Just more details about what you'll be doing here.
You can mostly just list the activities.
Just make sure that.
It is consistent with what you have in your scope of work document and also your program narrative.
Over in intended results.
The first column here is outputs.
Now outputs are things you can count, so these would be things like the number of clients that you've served, the number of staff that you've trained. If you're doing a staff training as part of your program. If you've sent out, you know, materials like you've sent out news.
Or you've developed a curriculum.
You know something that you can kind of point to?
Count so it doesn't have to be limited to clients who are served, but that is likely to be among the pieces of information that should go in here.
One thing to think about if you are proposing some activities that work more at a systems level. For example, if you are bringing together a number of different organizations or agencies and you're all going to sit together and talk about how do we streamline our referral protocols.
Or how do we improve care coordination for clients that we are sharing in common, like we're all serving the same clients?
How do we kind of communicate better with each other about that?
Something that you would put here might be the number of organizations who are participating in that conversation.
OK.
Yeah, and feel free to use as many lines as you need, etc.
All right, so for outcomes now outcomes.
Are this is part of the impact of the program, but it might not be things you can count, right?
If you can count it, put it in outputs.
Outcomes are less sort of countable.
So let's say one of the desired outcomes is you're hoping to reduce depressive symptoms in the parents that you serve.
So the outcome would be reduced depressive symptoms, and the indicator would be changes over time on the scores on the depression screening.
Tool that you're using.
So this information that is gonna show up here should be consistent with your program narrative on desired outcomes and indicators, and also with any program evaluation instruments or activities that you have in your scope of work.
Again, just to reiterate the information on the logic model is really to provide kind of a high level overview of the program that you're proposing and the activities so that reviewers can see it all in one page instead of having to look through like the budget and the.
Scope of work and your narrative and staff resumes and and sort of shuffling through all these much more detailed documents that will be a part of the packet this.
This should allow the reviewers to just get a high level picture all in one place.
And that can be very helpful.
OK.
Well, thank you all so much and good luck on your proposals.

 **Jenifer Clark** stopped transcription