



Huey and Angelina Wilson Foundation
Outcome Training Session
October 5, 2022

Results, Verification and Milestone Worksheet

Draft Your Result Statement

After you have reviewed the Defining Project Results worksheet, draft a Results Statement for the project for which you seek funding.

By December 31, 2023...

Target Verification

How will you **verify** the results above have been achieved?

Here is what we will use to confirm that our participants achieved the target...

Draft Your Milestones

After you list a key activity or two, identify a milestone that indicates whether your participants are moving toward the Result Statement. Milestones are achievements participants make on their way to the Result. They indicate participants are on track to hit the target. We will use these to check progress during the grant period.

Example:

<u>Activity (what you do)</u>	<u>Milestone (what participants do)</u>	<u>Date</u>
We invite families to information sessions	25 families commit to our program	01/31/23
We schedule 10 classroom volunteers	8 volunteers help students with homework	07/15/23

List the **key activities** in your project, the **milestones** that must be reached by participants, and the deadlines for your participants to reach each milestone.

Activity (If we...)	Milestone (Then participants...)	Date