Case Scenario for the HUD Logic Model Training
Satellite Broadcast, March 16, 2006, Washington, DC

Please Note: The program referenced in this case scenario, Aging In Place and Affordable Housing Program, was created exclusively for training purposes. No such program exists in HUD.

Instructions

Review the case scenario for the proposal submitted by the City of Pride in conjunction with the Pride Affordable Housing Program (PAHP). This scenario was created as a training tool to support the Logic Model satellite training presented on March 16, 2006. It contains all the elements needed to prepare a logic model.

Each element or column of the logic model has been addressed in this scenario:

- Policy – (Column 1)
- Planning – (Column 2)
- Programming – (Column 3)
- Measure – (Column 4)
- Impact – (Column 5)
- Measure – (Column 6)
- Accountability – (Column 7)

Background

In Pride, population 75,000, there is a lack of safe, affordable housing for the existing population and there has been an increasing influx of new residents from the neighboring larger city, which is driving housing costs up. Many of the older citizens are aging in place. There is an increasing need for more affordable housing and social services to allow the elderly to age in place, and to also provide affordable housing for other non-elderly residents.

HUD has issued a new competitive grant program called the Aging In Place and Affordable Housing Program. Eligible applicants for the program are cities experiencing rapid growth. Grant funds can be used for a three-year period and can cover construction costs and social services. The amount of awards can be up to $1 million for a three-year award period. The City of Pride sees this as a great funding opportunity, but knows that it is a highly competitive process to obtain grant funds. The City wants to put together the best application to obtain the grant and has partnered with the Pride Affordable Housing Program (PAHP), who has previous experience in developing low-income housing.

The Pride Affordable Housing Program (PAHP) is a faith-based non-profit community based organization that has a 10-year history of developing low-income single-family homes and multi-family dwellings. In the past 10 years, PAHP has built and sold 46 homes to low-income families and constructed two multi-family buildings containing 25 units each.

PAHP uses its own work crews and operates an apprentice program that employs the area's youth and young adults, many of whom are high school dropouts. Youth and young adults participating in the program acquire hard skills as they are employed in the development and building of houses and many find gainful employment having completed their apprenticeship with PAHP. In the past 10 years, 15 apprentices have graduated from the program and obtained full time construction jobs building housing to meet the needs of the higher income residents moving into Pride.

Pride, working with PAHP plans to construct 35 single family homes, of which 15 are for upper income and 20 are for low income residents. Profits from sale of the upper income homes will be used to underwrite the construction of the homes for lower income purchasers. As part of the overall building program, PAHP will also provide case management services to support elderly residents so that they can remain in their homes and social services such as transportation and child care for the existing low-income residents so that they can join the PAHP apprenticeship program.

PAHP believes that they are at a competitive advantage to demonstrate for the grant application that they are doing balanced development with upper income and lower income housing.

Project Seeking Funding

PAHP wants to purchase building lots from the city of Pride and private owners. These are unimproved lots and are zoned for single-family residential housing. Of the 35 homes planned for construction, five will be built to accommodate the elderly disabled. To keep costs down for low-income buyers, the program also calls for "sweat equity" investments as part of the new home purchase.

PAHP is seeking funding to develop the lots, obtain the necessary building permits, conduct an environmental impact statement, work with architects for developing drawings, file all legal documents and obtain financing. The project is scheduled to begin October 2006 and be completed by October 2009.

It is expected that 15 homes will be built and sold the first year of which 10 are for upper income purchasers, 10 homes will be built and sold the second year of which 5 are for upper income purchasers, and 10 homes will be built and sold the third year, all of which are for low income purchasers.

PAHP will employ its own professional work crews and will operate an apprenticeship program to help local residents learn the building trade. PAHP will recruit 20 apprentices, who are either high school graduates who did not acquire additional education or skills or persons who did not complete their high school education. It is expected that some of these persons will also be eligible to purchase homes under the low income program.

It is expected that future low income homeowners must contribute "sweat equity" to the purchase of their future home. For potential low income homeowners that are disabled, the program must also provide a means for them to contribute their "sweat equity." Participation in the apprenticeship program will meet the "sweat equity" requirements for low income home ownership.

The apprentice program will offer on-the-job training (OJT), including classroom training related to the construction trade. The program will also offer social services such as owner maintenance and budgeting training; childcare and transportation services for the families of the apprentices, if needed; skills training and support. The program will also provide for formal education at the local high school or community college.

A case-manager will work with all apprentices to ensure compliance with the apprenticeship program. The case-manager will be available to provide life skills counseling, coordinate classes and OJT work, make referrals and work with other community based organizations regarding the apprentice's need for social and health services, education, transportation and child care. Upon completion of the program, the case-manager will work with the apprentices as they seek permanent employment.

The case manager will also be available to provide social services to the elderly that are aging in place in the community. The services include transportation, medical care, transportation to and from medical appointments, adult day care, the grocery store, community social events, as well as monthly outings for social events and shopping trips to the mall.

Homes will be priced or financing found for low-income eligible families. Eligible families will be required to provide the sweat equity required to obtain the home, complete a housing counseling, home maintenance and budgeting course, and meet the requirements for a mortgage. The new homebuyers must occupy the house for at least five years to ensure community stability and to ensure that the residents are not plagued with real estate agents asking them to sell their homes for a quick profit. PAHP will continue to provide case-management services to all low income homebuyers to ensure that the homebuyer is able to manage the mortgage and maintain the house. PAHP will also seek community support to continue to provide the social service needs of the elderly after the grant funds have expired.

Planning (Column 2)

PROBLEM, NEEDS, SITUATION
Lack of safe, affordable single family housing.
Youth do not graduate from high school and lack the skills and education needed to enter the work force.
Elderly residents need support in their activities of daily living enabling them to stay in their own homes.

Programming (Column 3)

SERVICES OR ACTIVITIES/OUTPUTS	UNITS
Acquisition of land-housing-acres	Acres
Acquisition of land-housing-square feet	Square Feet
Acquisition of land-infrastructure-acres	Acres
Acquisition of land-infrastructure-square feet	Square Feet
Acquisition of properties	Properties
Activities of daily living assistance provided	Persons
Affordable housing organizations contacted	Organizations
Apprenticeship/on-site training	Persons
Architectural/engineering drawings	Documents
Architecture and engineering	Units
Case management-initial needs assessment	Persons
Case management-on-going	Persons
Childcare assistance	Children
Clearance-affordable housing-acres	Acres
Clearance-affordable housing-linear feet	Linear feet
Clearance-infrastructure-acres	Acres
Clearance-infrastructure-linear feet	Linear feet
Closing cost assistance	Homebuyer
Connection to water distribution or sewer lines	Connections
Construction of housing units - Lower Income	Units
Construction of housing units - Upper Income	Units
Counseling services	Persons
Credit counseling	Persons
Credit repair counseling-Completed	Persons
Credit repair counseling-Enrolled	Persons
Credit repair education-Completed	Persons
Credit repair education-Enrolled	Persons
Demolition and clearance	Units
Dental services referrals	Persons
Educational development	Persons
Employers contacted	Employers
Employment counseling	Persons
Enrolled in higher education	Persons
Entrepreneurial training	Persons
ESL classes-Completed	Persons
ESL classes-Enrolled	Persons

SERVICES OR ACTIVITIES/OUTPUTS	UNITS
Financial literacy services	Persons
Financial management counseling-Completed	Persons
Financial management counseling-Enrolled	Persons
Financial management education-Completed	Persons
Financial management education-Enrolled	Persons
FSS Contracts of Participation completed	Families
GED program-Completed	Persons
GED program-Enrolled	Persons
Health services obtained	Persons
High school-Completed	Persons
High school-Enrolled	Persons
Homeownership education/counseling-Completed	Persons
Homeownership education/counseling-Enrolled	Persons
Household skills training-Completed	Persons
Household skills training-Enrolled	Persons
Housing counseling agencies contacted	Agencies
Infrastructure-electric line	Linear feet
Infrastructure-gas line	Linear feet
Infrastructure-other	Other
Infrastructure-roads	Linear feet
Infrastructure-septic	Systems
Infrastructure-sewer	Linear feet
Infrastructure-utilities	Linear feet
Infrastructure-water line	Linear feet
Infrastructure-wireless	Networks created
Job retention activities	Persons
Job training services	Persons
Job training-Completed	Persons
Job training-Enrolled	Persons
Lenders identified	Lenders
Medical services referrals	Persons
Off-site services provided to residents-Persons	Persons
Off-site services provided to residents-Services	Services
On-going case management meetings	Persons
On-site services provided to residents-Persons	Persons
On-site services provided to residents-Services	Services
On-site training	Persons
Outreach to potential participants	Persons
Participants in case management	Persons
Post secondary classes-Completed	Persons
Post secondary classes-Enrolled	Persons
Post-purchase homeownership education/counseling-Attended	Persons
Post-purchase homeownership education/counseling-Completed	Persons
Pre-purchase homeownership education/counseling-Attended	Persons
Pre-purchase homeownership education/counseling-Completed	Persons

SERVICES OR ACTIVITIES/OUTPUTS	UNITS
Service providers contacted	Providers
Substance abuse services	Persons
Transportation services	Persons
Vocational training-Completed	Persons
Vocational training-Enrolled	Persons
Other	Other

Impact (Column 5)

ACHIEVEMENT OUTCOMES GOALS AND INDICATORS	UNITS
Associates degree obtained	Persons
Avoidance of placement into long term care facility	Persons
Bachelors degree obtained	Persons
Certification from business or technical school	Persons
Certification from post-secondary school	Persons
Certification from private industry	Persons
Created a budget	Persons
Credit score improved	Persons
Earned income increased-Dollars	Dollars
Earned income increased-Families	Families
Employed for one year	Persons
Employed for six months	Persons
Employer's trained persons	Persons
Employment-full time	Persons
Employment-part time	Persons
GED obtained	Persons
High school diploma obtained	Persons
IDA account deposits-Persons	Persons
Improved literacy as measured by increased score on TABE/BEST	Persons
Improved living conditions/quality of life	Persons
Improved numeracy as measured by increased score on TABE/BEST	Persons
Infrastructure-households connected-electric line	Households
Infrastructure-households connected-gas line	Households
Infrastructure-households connected-other	Households
Infrastructure-households connected-roads	Households
Infrastructure-households connected-septic	Households
Infrastructure-households connected-sewer	Households
Infrastructure-households connected-utilities	Households
Infrastructure-households connected-water line	Households
Infrastructure-households connected-wireless	Households

ACHIEVEMENT OUTCOMES GOALS AND INDICATORS	UNITS
Job placement	Persons
Live independently/age in place and avoid long term care placement	Persons
Maintained a budget for 1 year	Persons
Maintained a budget for 3 months	Persons
Maintained a budget for 6 months	Persons
Maintained a budget for 9 months	Persons
New participants resulting from outreach	Persons
Obtained employment	Persons
Obtained GED or high school diploma	Persons
Purchase of new units - Lower Income	Units
Purchase of new units - Upper Income	Units
Received Associates degree	Persons
Received BA/BS degree	Persons
Received stipend	Persons
Reduction in placement into long term care facility	Persons
Students-learning disabled	Persons
Other	Other

Accountability (Column 7)

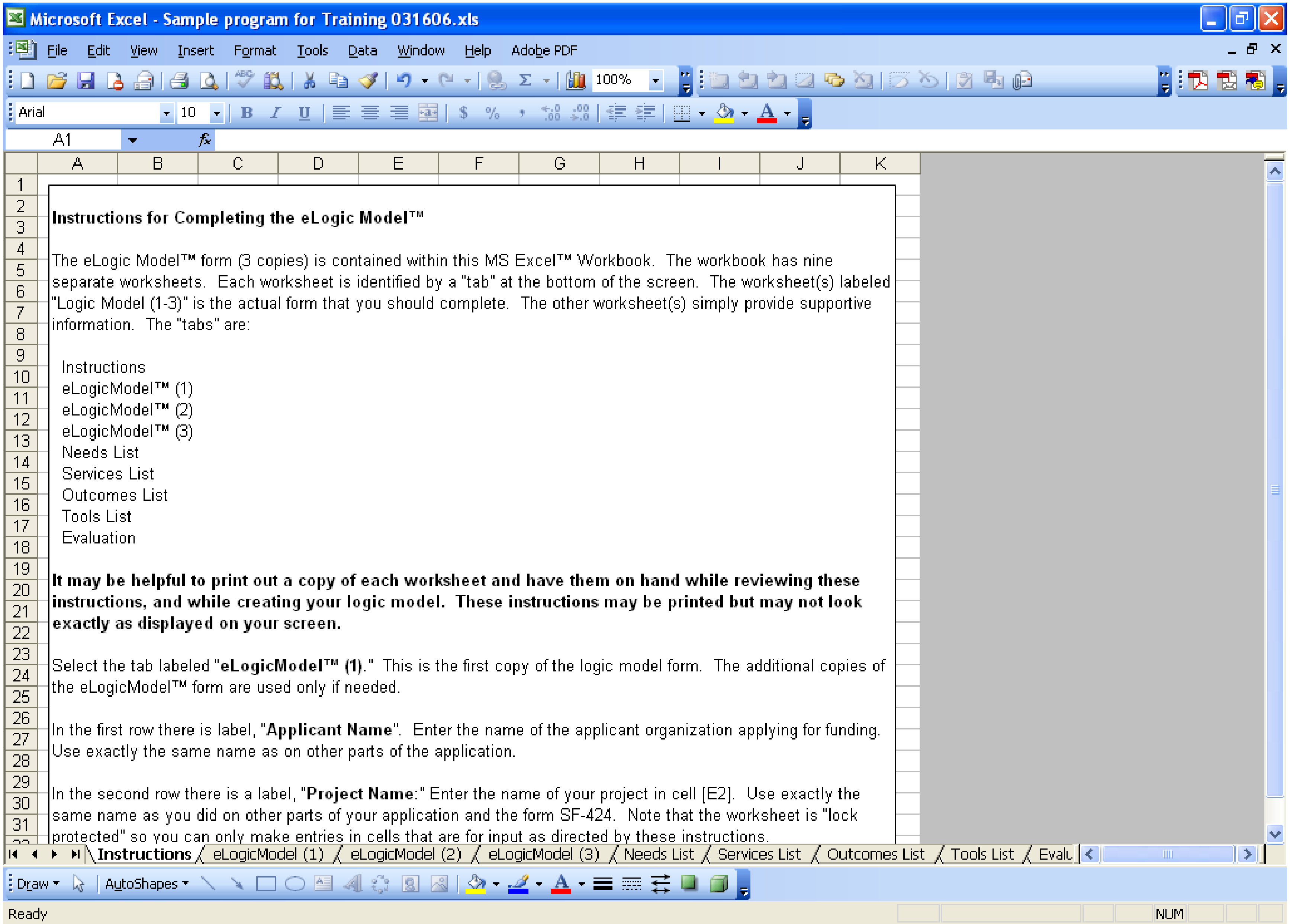
PAHP has an existing Management Information System (MIS) that supports both its construction activities as well as its project personnel. The MIS has an integrated case-management function and can be used to track and monitor referrals and services provided through case-management. The MIS also is linked to PAHP's fiscal software. The Grant application proposes to expand and utilize this system to track the social services support provided to the elderly population in the community.

PAHP maintains a daily activity log and creates weekly reports for its managers. The weekly report is reviewed by the vice-president who also meets bi-weekly with each apprentice and with the community's social services coordinator. In this manner, SHP has a real time database that is reviewed on a weekly basis.

The Grant application calls for a project plan and budget to be submitted with the application which identifies the activities and tasks to be conducted over the life of the award,. The grant application indicates that the budget must be provided for each year that funding is provided with a total summary budget covering the entire grant period.   A project plan will be developed and employed within the first month of the project. Dates will be established for all services/activities and identified outputs. Formal linkages will be established (if not previously established) for sharing data as well as making referrals and obtaining services with other community organizations. This will be the responsibility of the case-manager. A progress report measuring project implementation will be prepared monthly. The report will provide information on services, activities, outputs and outcomes as identified in the proposal. The report will also identify the amount and cost of supportive services, e.g. child care, transportation, provided to the apprentices.

The report will also identify the number of elderly residents served, social services provided, impact of the services on the lives of the elderly, and the financing arrangements made, from local or other resources, to allow the social service activities for the elderly to remain in place after the federal grant funding period is expired.

The grantee must also continue to report on the use of the houses by the owners to meet the homeownership time requirements as well as any program income that is returned to the program if a homebuyer sells before the five-year period and has to return the profit of the sale to PAHP. The reporting has to continue for five years from the date the homebuyer purchases and moves into the house.



Instructions for Completing the eLogic Model™

The eLogic Model™ form (3 copies) is contained within this MS Excel™ Workbook. The workbook has nine separate worksheets. Each worksheet is identified by a "tab" at the bottom of the screen. The worksheet(s) labeled "Logic Model (1-3)" is the actual form that you should complete. The other worksheet(s) simply provide supportive information. The "tabs" are:

- Instructions
- eLogicModel™ (1)
- eLogicModel™ (2)
- eLogicModel™ (3)
- Needs List
- Services List
- Outcomes List
- Tools List
- Evaluation

It may be helpful to print out a copy of each worksheet and have them on hand while reviewing these instructions, and while creating your logic model. These instructions may be printed but may not look exactly as displayed on your screen.

Select the tab labeled "**eLogicModel™ (1)**." This is the first copy of the logic model form. The additional copies of the eLogicModel™ form are used only if needed.

In the first row there is label, "**Applicant Name**". Enter the name of the applicant organization applying for funding. Use exactly the same name as on other parts of the application.

In the second row there is a label, "**Project Name**:" Enter the name of your project in cell [E2]. Use exactly the same name as you did on other parts of your application and the form SF-424. Note that the worksheet is "lock protected" so you can only make entries in cells that are for input as directed by these instructions.

Instructions for Completing the eLogic Model™

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Instructions
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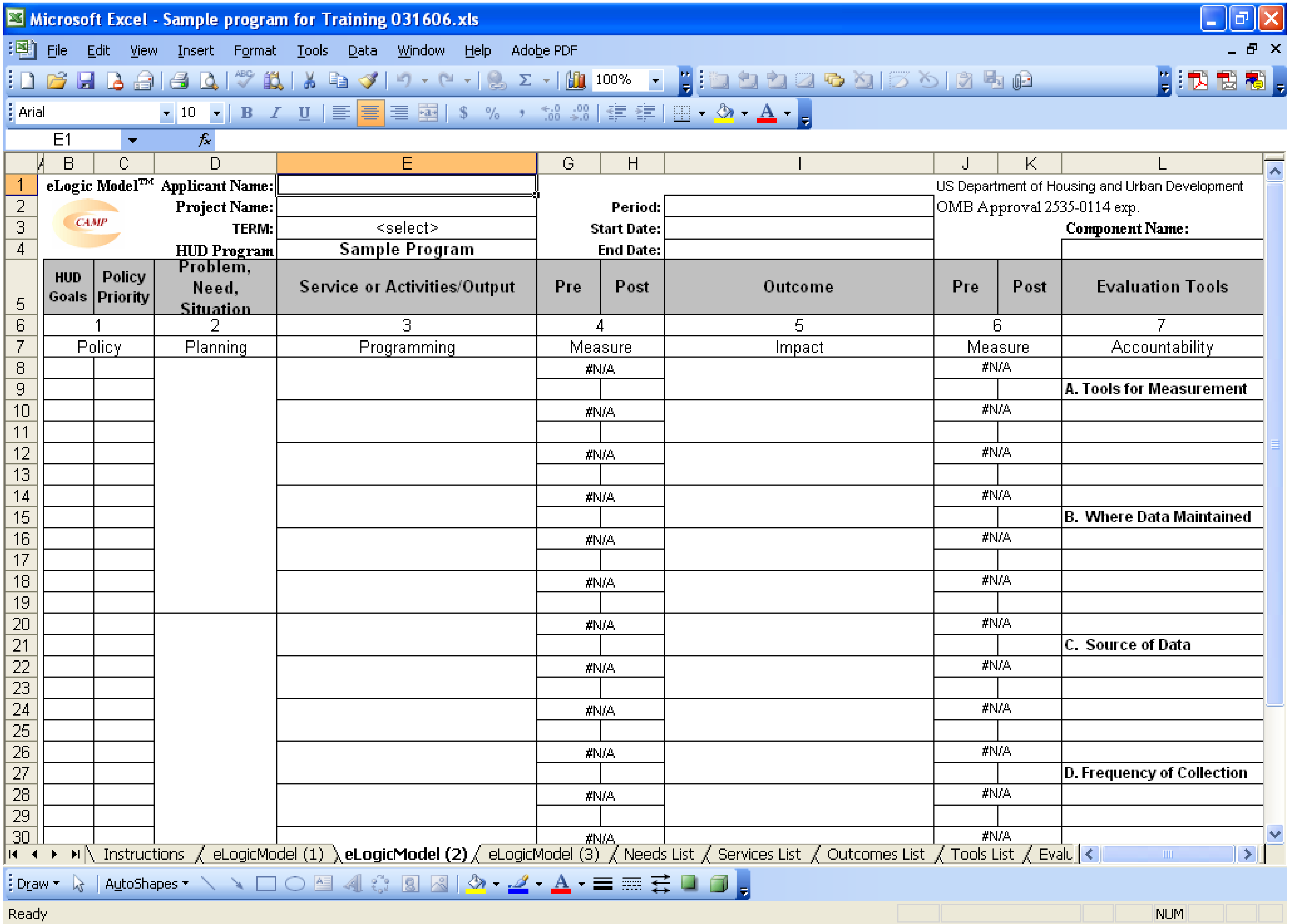

HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post	Evaluation Tools
1		2	3	4		5	6		7
Policy		Planning	Programming	Measure		Impact	Measure		Accountability
				#N/A			#N/A		
									A. Tools for Measurement
				#N/A			#N/A		
				#N/A			#N/A		
				#N/A			#N/A		
									B. Where Data Maintained
				#N/A			#N/A		
				#N/A			#N/A		
				#N/A			#N/A		
									C. Source of Data
				#N/A			#N/A		
				#N/A			#N/A		
				#N/A			#N/A		
									D. Frequency of Collection
				#N/A			#N/A		
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Select the tab labeled "**eLogicModel™ (1)**." This is the first copy of the logic model form. The additional copies of the eLogicModel™ form are used only if needed.

Microsoft Excel - Sample program for Training 031606.xls

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E3 <select>

eLogic Model™	Applicant Name:	PAHP
CAMP	Project Name:	Affordable Housing
	TERM:	<select>
	HUD Program	Sample Program

Period:
Start Date:
End Date:

US Department of Housing and Urban Development
OMB Approval 2535-0114 exp.
Component Name:

HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post	Evaluation Tools
1		2	3	4		5	6		7
Policy		Planning	Programming	Measure		Impact	Measure		Accountability
				#N/A			#N/A		
									A. Tools for Measurement
				#N/A			#N/A		
				#N/A			#N/A		
				#N/A			#N/A		
									B. Where Data Maintained
				#N/A			#N/A		
				#N/A			#N/A		
				#N/A			#N/A		
									C. Source of Data
				#N/A			#N/A		
				#N/A			#N/A		
				#N/A			#N/A		
									D. Frequency of Collection
				#N/A			#N/A		
				#N/A			#N/A		

Instructions | eLogicModel (1) | eLogicModel (2) | eLogicModel (3) | Needs List | Services List | Outcomes List | Tools List | Evalu

Ready NUM

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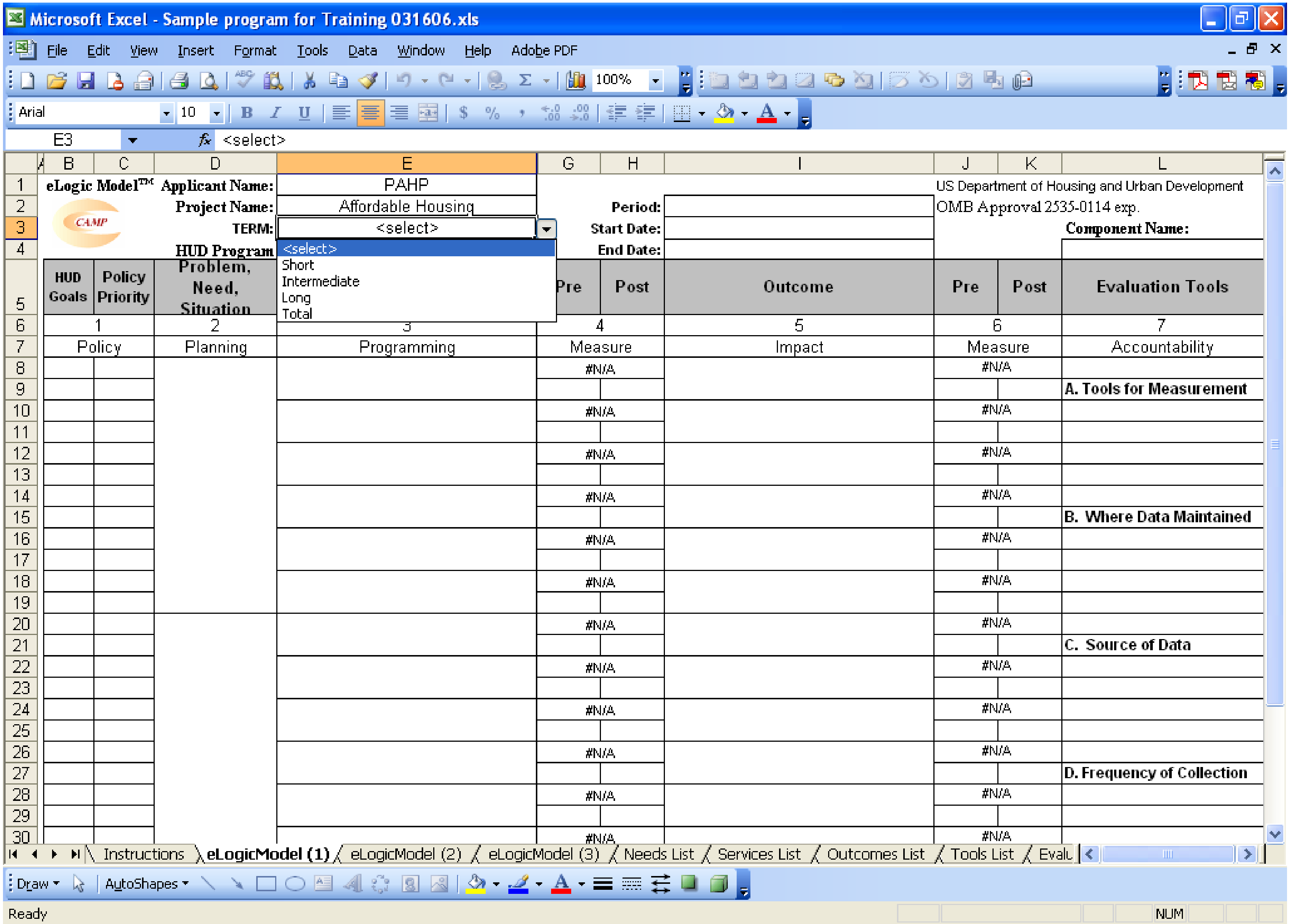

Microsoft Excel - Sample program for Training 031606.xls
File Edit View Insert Format Tools Data Window Help Adobe PDF
E3
<select>
eLogic Model™
Applicant Name:
PAHP
Project Name:
Affordable Housing
TERM:
<select>
HUD Program
<select>
Short
Intermediate
Long
Total
Period:
Start Date:
End Date:
US Department of Housing and Urban Development
OMB Approval 2535-0114 exp.
Component Name:
HUD Goals
Policy Priority
Problem, Need, Situation
Pre
Post
Outcome
Pre
Post
Evaluation Tools
1
2
3
4
5
6
7
Policy
Planning
Programming
Measure
Impact
Measure
Accountability
#N/A
A. Tools for Measurement
B. Where Data Maintained
C. Source of Data
D. Frequency of Collection
Instructions
eLogicModel (1)
eLogicModel (2)
eLogicModel (3)
Needs List
Services List
Outcomes List
Tools List
Draw
AutoShapes
Ready
NUM

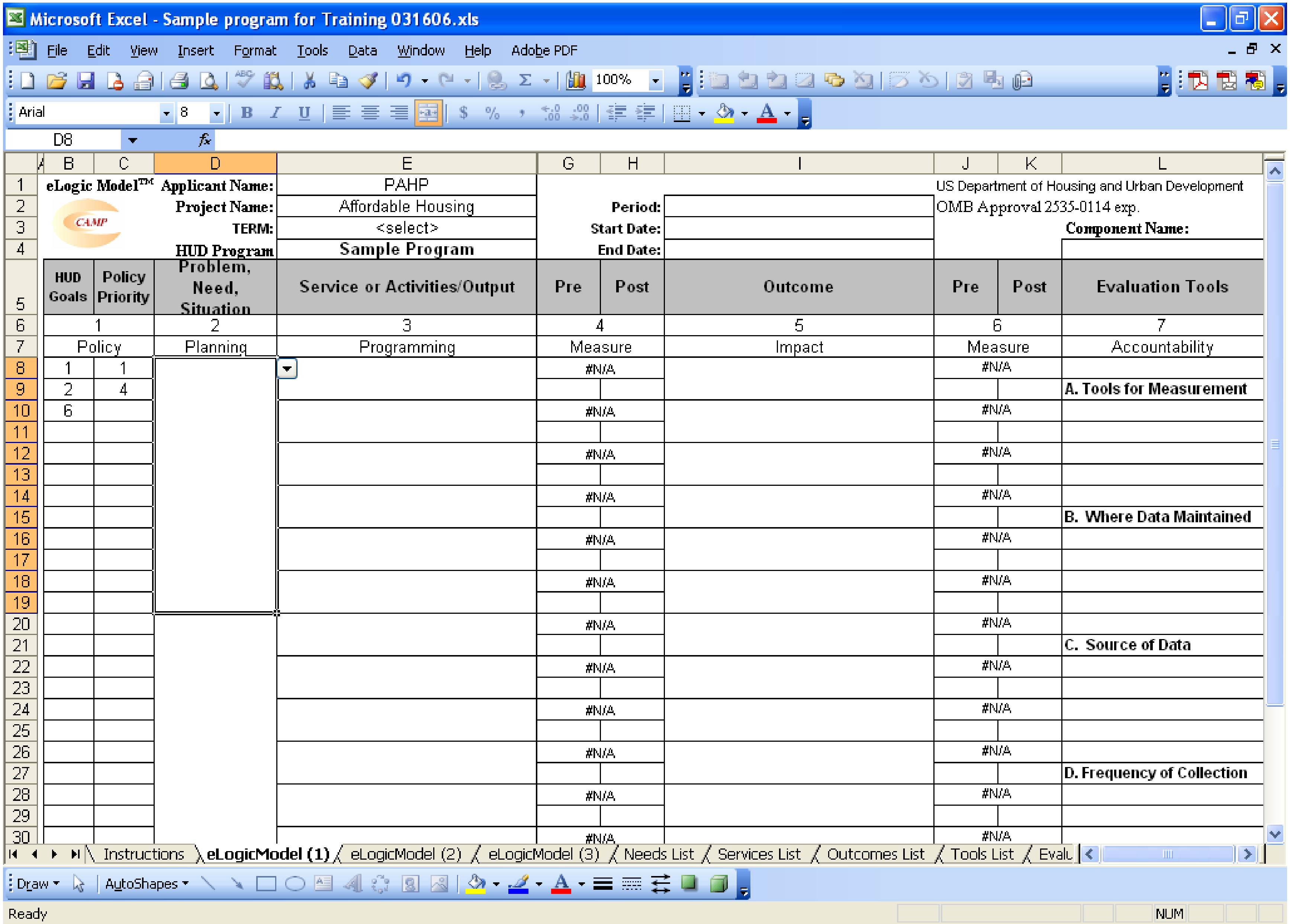
In completing your eLogic Model™ you can elect to designate activities and outcomes as **Short, Intermediate or Long Term.** To do so, click the dropdown arrow in the **TERM** field and select Short, Intermediate, Long Term or Total, from the drop down list. On each form identify the appropriate time frame the form represents by selecting Short Term, Intermediate Term or Long term. Use a separate form for each timeframe.

If you are not designating time frames, then select "**Total**" from the dropdown list, which indicates to HUD that the Logic Model provided is a logic model that represents your plan for the entire project without timeframes.

Immediately below TERM is a field designated for the **HUD Program Name**. This field is already pre-filled; please verify that it matches the program for which you are applying. You will also see a field labeled "**Program Component**" [cell I-4]. If the program under which you are applying has components such as EOI or PEI under the Fair Housing Initiatives Program, or ROSS Family and Homeownership Component under the ROSS Program, enter the name of the program component for which you are applying. If there are no components in the funding opportunity for which you are seeking funding, leave this field blank.

To the right of the **Applicant** and **Project** fields, there are fields labeled **Period** and **Start** Date and **End** Date. Leave these fields blank. They will be used later for reporting performance to HUD. When actually reporting performance, first select the Period that reflects the reporting period you are submitting, e.g.; quarterly, semiannually, annually, final. For the Start Date, enter the start date of the reporting period. For End Date enter the End Date for the reporting period. When entering the dates, use the format MM/DD/YYYY.

All the rest of your entries will be made under the columns marked "Policy (1)," "Planning (2)," "Programming (3)," "Measure (4)," "Impact (5)," "Measure (6)," and "Accountability (7)."



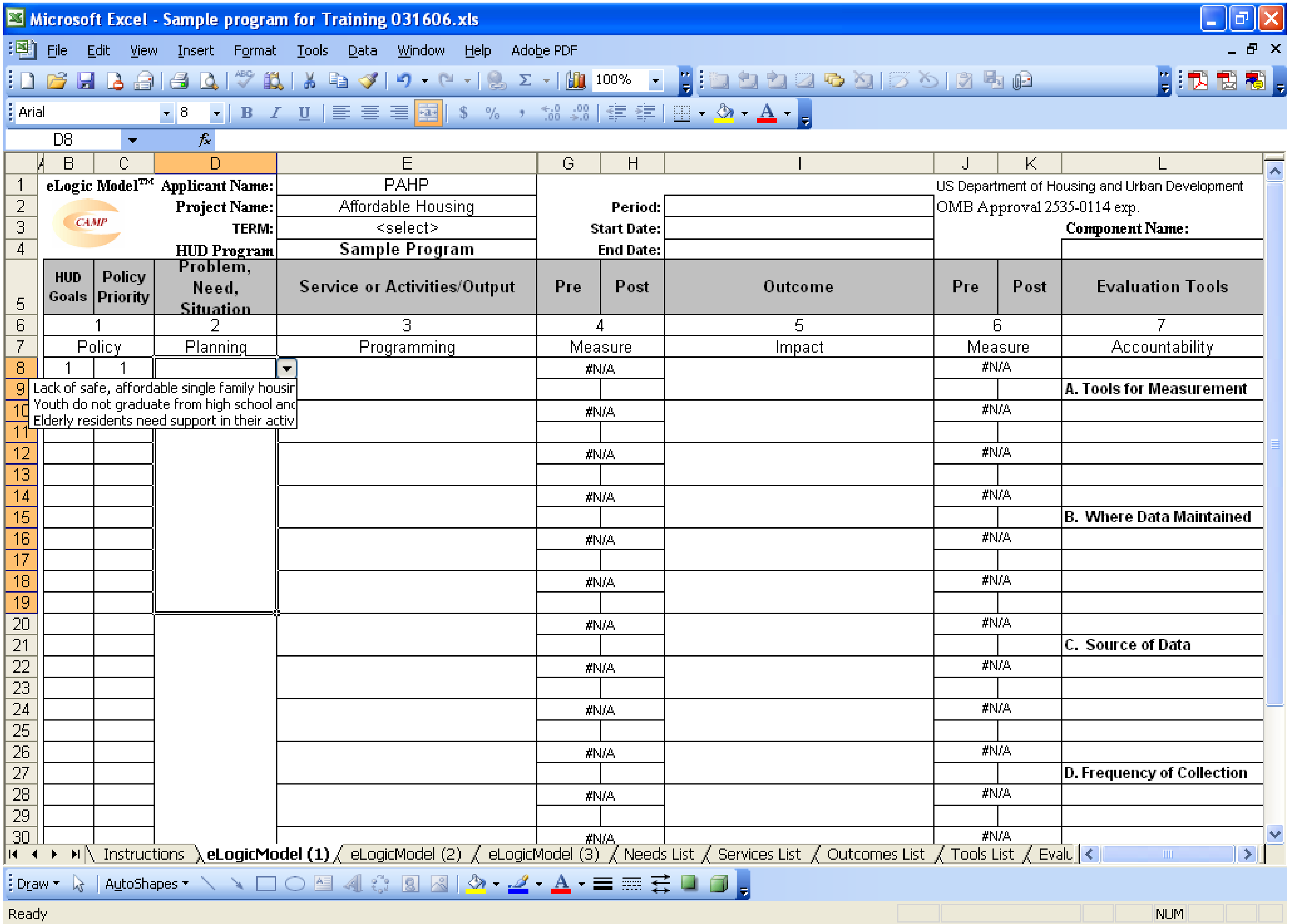
Microsoft Excel - Sample program for Training 031606.xls

	B	C	D	E	G	H	I	J	K	L
1	eLogic Model™		Applicant Name:	PAHP				US Department of Housing and Urban Development		
2			Project Name:	Affordable Housing		Period:		OMB Approval 2535-0114 exp.		
3			TERM:	<select>		Start Date:				Component Name:
4			HUD Program	Sample Program		End Date:				
5	HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post	Evaluation Tools
6	1		2	3	4		5	6		7
7	Policy		Planning	Programming	Measure		Impact	Measure		Accountability
8	1	1			#N/A			#N/A		
9	2	4								A. Tools for Measurement
10	6				#N/A			#N/A		
11										
12					#N/A			#N/A		
13										
14					#N/A			#N/A		
15										B. Where Data Maintained
16					#N/A			#N/A		
17										
18					#N/A			#N/A		
19										
20					#N/A			#N/A		
21										C. Source of Data
22					#N/A			#N/A		
23										
24					#N/A			#N/A		
25										
26					#N/A			#N/A		
27										D. Frequency of Collection
28					#N/A			#N/A		
29										
30					#N/A			#N/A		

Instructions / eLogicModel (1) / eLogicModel (2) / eLogicModel (3) / Needs List / Services List / Outcomes List / Tools List / Evalu

Column 1 – Policy

Under the "**Policy**" column (1), there are actually two columns; one for HUD Goals, and one for Policy Priority. Enter the numbers corresponding to HUD Goals in the General Section of the SuperNOFA and the numbers corresponding to the Policy Priority in the General Section of the SuperNOFA. For either the HUD Goals or Policy Priority, enter one or more of the numbers corresponding to the HUD Goals or Policy Priority(ies) in the column below the labels. Use a separate cell for each number going down each respective column.


Microsoft Excel - Sample program for Training 031606.xls
File Edit View Insert Format Tools Data Window Help Adobe PDF
eLogic Model™
CAMP
Applicant Name: PAHP
Project Name: Affordable Housing
TERM: <select>
HUD Program Sample Program
Period:
Start Date:
End Date:
US Department of Housing and Urban Development
OMB Approval 2535-0114 exp.
Component Name:
HUD Goals
Policy Priority
Problem, Need, Situation
Service or Activities/Output
Pre
Post
Outcome
Pre
Post
Evaluation Tools
1 2 3 4 5 6 7
Policy
Planning
Programming
Measure
Impact
Measure
Accountability
#N/A
Lack of safe, affordable single family housir
Youth do not graduate from high school anc
Elderly residents need support in their activ
A. Tools for Measurement
B. Where Data Maintained
C. Source of Data
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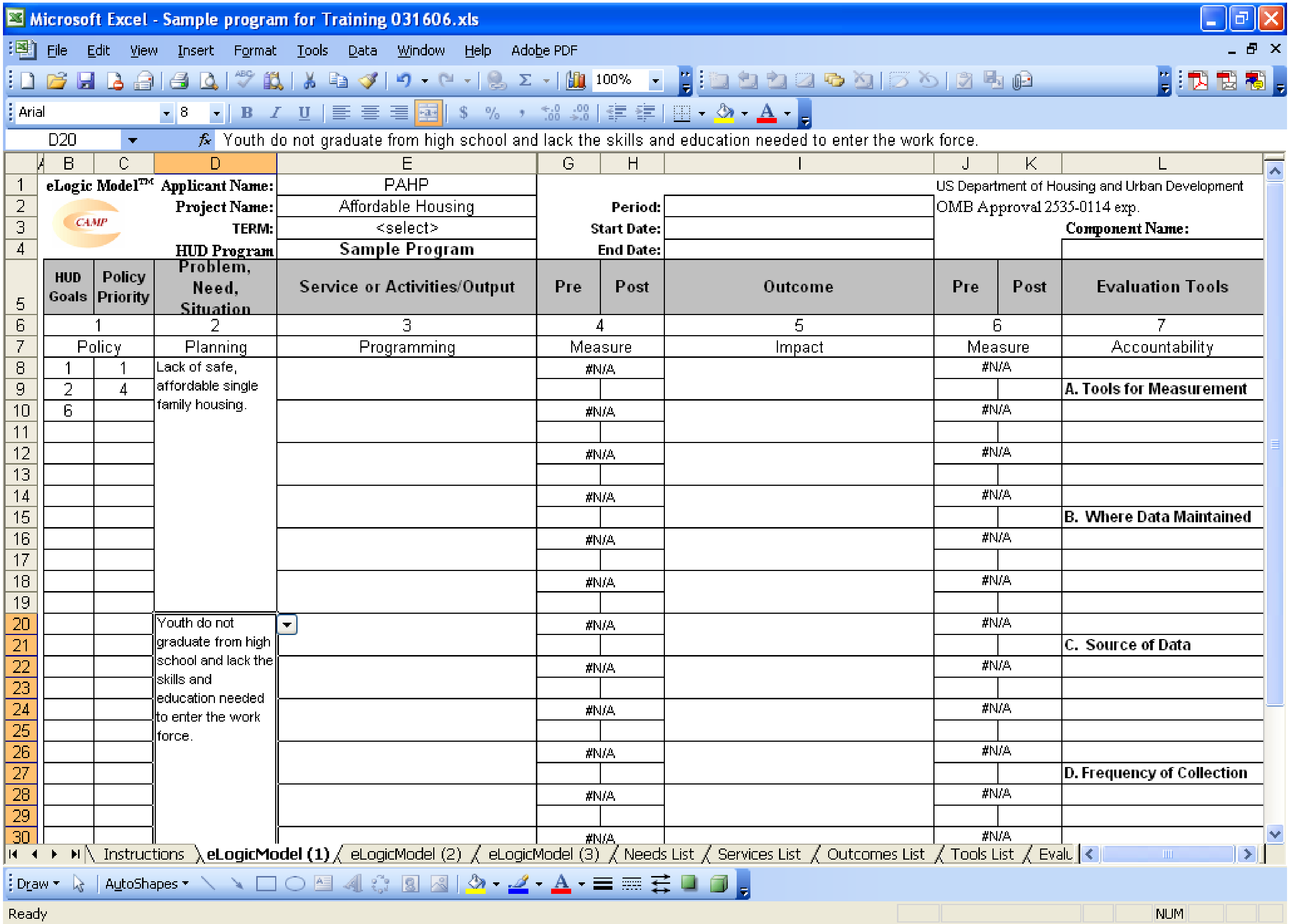
Column 2 – Planning

Under the "**Planning**" column (2), select a Need Statement. You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of Need Statements appears. Select one of the Need Statements in the list by clicking it. Because the column is too narrow to show the full Need Statement in the dropdown list, you may wish to refer to the printout of "Tab 1 Needs List" to see the full Need Statement. When you select a Need Statement, the full Need Statement will fill the cell. If you don't want this Need Statement, you can simply click the dropdown arrow again and select another item. Or, you can delete a Need Statement by selecting the cell and clicking the DELETE KEY on your keyboard. If you want to select more than one Need Statement, go to the next cell in the column and repeat the process, selecting the appropriate Need Statement. You can do this until you have selected all the Needs Statements that are appropriate to your proposed program. The selections should reflect the needs identified in your response to your Rating factor narratives. There is no need to select all the Need Statements if they do not apply to what you plan to address or accomplish with the funding requested.


Microsoft Excel - Sample program for Training 031606.xls

File Edit View Insert Format Tools Data Window Help Adobe PDF

D20 | Youth do not graduate from high school and lack the skills and education needed to enter the work force.

	B	C	D	E	G	H	I	J	K	L
1	eLogic Model™		Applicant Name:	PAHP				US Department of Housing and Urban Development		
2	CAMP		Project Name:	Affordable Housing		Period:		OMB Approval 2535-0114 exp.		
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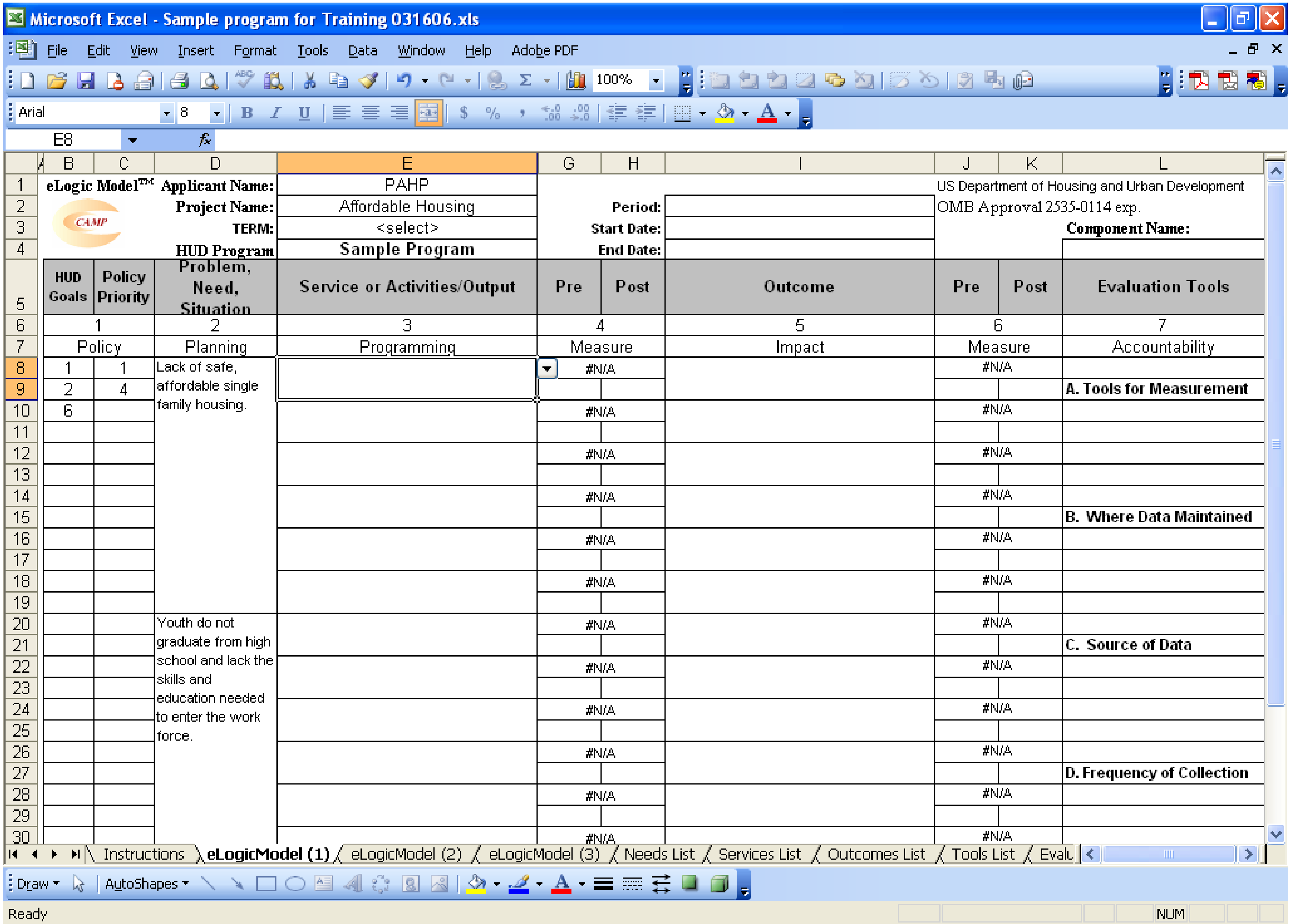
4			HUD Program	Sample Program		End Date:				
5	HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post	Evaluation Tools
6	1		2	3	4		5	6		7
7	Policy		Planning	Programming	Measure		Impact	Measure		Accountability
8	1	1	Lack of safe, affordable single family housing.		#N/A			#N/A		
9	2	4								A. Tools for Measurement
10	6				#N/A			#N/A		
11										
12					#N/A			#N/A		
13										
14					#N/A			#N/A		
15										B. Where Data Maintained
16					#N/A			#N/A		
17										
18					#N/A			#N/A		
19										
20			Youth do not graduate from high school and lack the skills and education needed to enter the work force.		#N/A			#N/A		
21										C. Source of Data
22					#N/A			#N/A		
23										
24					#N/A			#N/A		
25										
26					#N/A			#N/A		
27										D. Frequency of Collection
28					#N/A			#N/A		
29										
30					#N/A			#N/A		

Instructions / eLogicModel (1) / eLogicModel (2) / eLogicModel (3) / Needs List / Services List / Outcomes List / Tools List / Evalu

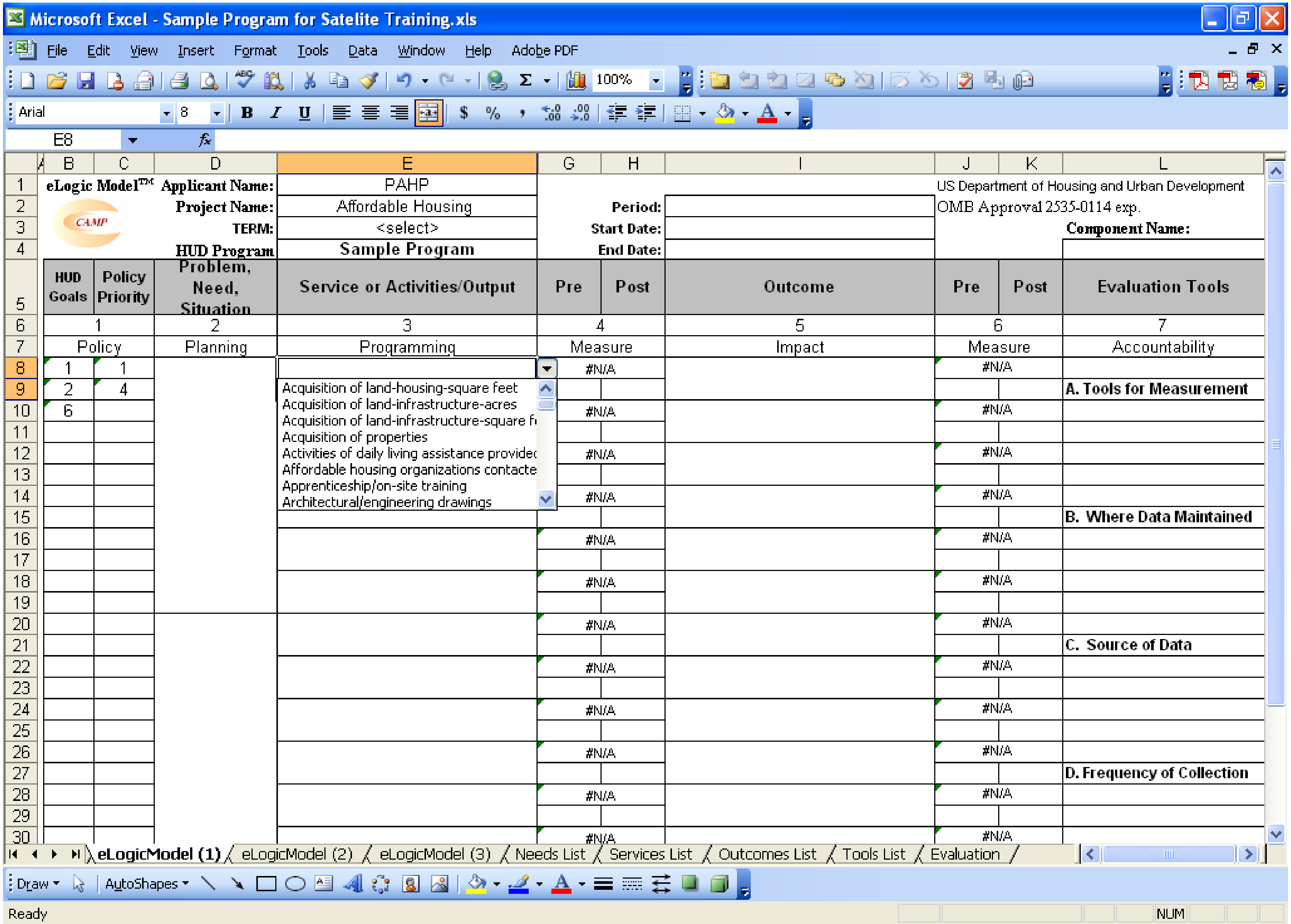
Ready NUM



	B	C	D	E	G	H	I	J	K	L
1	eLogic Model™		Applicant Name:	PAHP				US Department of Housing and Urban Development		
2			Project Name:	Affordable Housing		Period:		OMB Approval 2535-0114 exp.		
3			TERM:	<select>		Start Date:				Component Name:
4			HUD Program	Sample Program		End Date:				
5	HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post	Evaluation Tools
6	1		2	3	4		5	6		7
7	Policy		Planning	Programming	Measure		Impact	Measure		Accountability
8	1	1	Lack of safe, affordable single family housing.		#N/A			#N/A		
9	2	4								A. Tools for Measurement
10	6				#N/A			#N/A		
11										
12					#N/A			#N/A		
13										
14					#N/A			#N/A		
15										B. Where Data Maintained
16					#N/A			#N/A		
17										
18					#N/A			#N/A		
19										
20			Youth do not graduate from high school and lack the skills and education needed to enter the work force.		#N/A			#N/A		
21										C. Source of Data
22					#N/A			#N/A		
23										
24					#N/A			#N/A		
25										
26					#N/A			#N/A		
27										D. Frequency of Collection
28					#N/A			#N/A		
29										
30					#N/A			#N/A		

Column 3 – Programming

Under the “**Programming**” column (3), select a Service or Activity. You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of eligible Activities appears. Select one of the Activities in the list by clicking it.


Microsoft Excel - Sample Program for Satelite Training.xls
File Edit View Insert Format Tools Data Window Help Adobe PDF
eLogic Model™
Applicant Name: PAHP
Project Name: Affordable Housing
TERM: <select>
HUD Program Sample Program
Period:
Start Date:
End Date:
US Department of Housing and Urban Development
OMB Approval 2535-0114 exp.
Component Name:
HUD Goals
Policy Priority
Problem, Need, Situation
Service or Activities/Output
Pre
Post
Outcome
Pre
Post
Evaluation Tools
1 2 3 4 5 6 7
Policy
Planning
Programming
Measure
Impact
Measure
Accountability
#N/A
Acquisition of land-housing-square feet
Acquisition of land-infrastructure-acres
Acquisition of land-infrastructure-square f
Acquisition of properties
Activities of daily living assistance provided
Affordable housing organizations contacte
Apprenticeship/on-site training
Architectural/engineering drawings
A. Tools for Measurement
B. Where Data Maintained
C. Source of Data
D. Frequency of Collection
eLogicModel (1)
eLogicModel (2)
eLogicModel (3)
Needs List
Services List
Outcomes List
Tools List
Evaluation
Ready
NUM

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E30

	B	C	D	E	G	H	I	J	K	L
1	eLogic Model™		Applicant Name:	PAHP				US Department of Housing and Urban Development		
2	CAMP		Project Name:	Affordable Housing		Period:		OMB Approval 2535-0114 exp.		
3			TERM:	<select>		Start Date:				Component Name:
4			HUD Program	Sample Program		End Date:				
5	HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post	Evaluation Tools
6	1		2	3	4		5	6		7
7	Policy		Planning	Programming	Measure		Impact	Measure		Accountability
8	1	1	Lack of safe, affordable single family housing.	Acquisition of land-housing-square feet	Square Feet			#N/A		
9	2	4								A. Tools for Measurement
10	6			Acquisition of land-infrastructure-acres	Acres			#N/A		
11										
12				Acquisition of properties	Properties			#N/A		
13										
14				Clearance-affordable housing-linear feet	Linear feet			#N/A		
15										B. Where Data Maintained
16				Acquisition of land-infrastructure-acres	Acres			#N/A		
17										
18				Construction of housing units - Lower Income	Units			#N/A		
19										
20			Youth do not graduate from high school and lack the skills and education needed to enter the work force.	Construction of housing units - Upper Income	Units			#N/A		
21										C. Source of Data
22				Apprenticeship/on-site training	Persons			#N/A		
23										
24				Acquisition of land-housing-square feet Acquisition of land-infrastructure-acres Acquisition of land-infrastructure-square f Acquisition of properties Activities of daily living assistance provide Affordable housing organizations contacte Apprenticeship/on-site training Architectural/engineering drawings	Persons			#N/A		
25										
26					Persons			#N/A		
27										D. Frequency of Collection
28					#N/A			#N/A		
29										
30					#N/A			#N/A		

eLogicModel (1) / eLogicModel (2) / eLogicModel (3) / Needs List / Services List / Outcomes List / Tools List / Evaluation

Ready NUM

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eLogic Model™	Applicant Name:	PAHP			US Department of Housing and Urban Development
	Project Name:	Affordable Housing	Period:		OMB Approval 2535-0114 exp.
	TERM:	<select>	Start Date:		Component Name:
	HUD Program	Sample Program	End Date:		

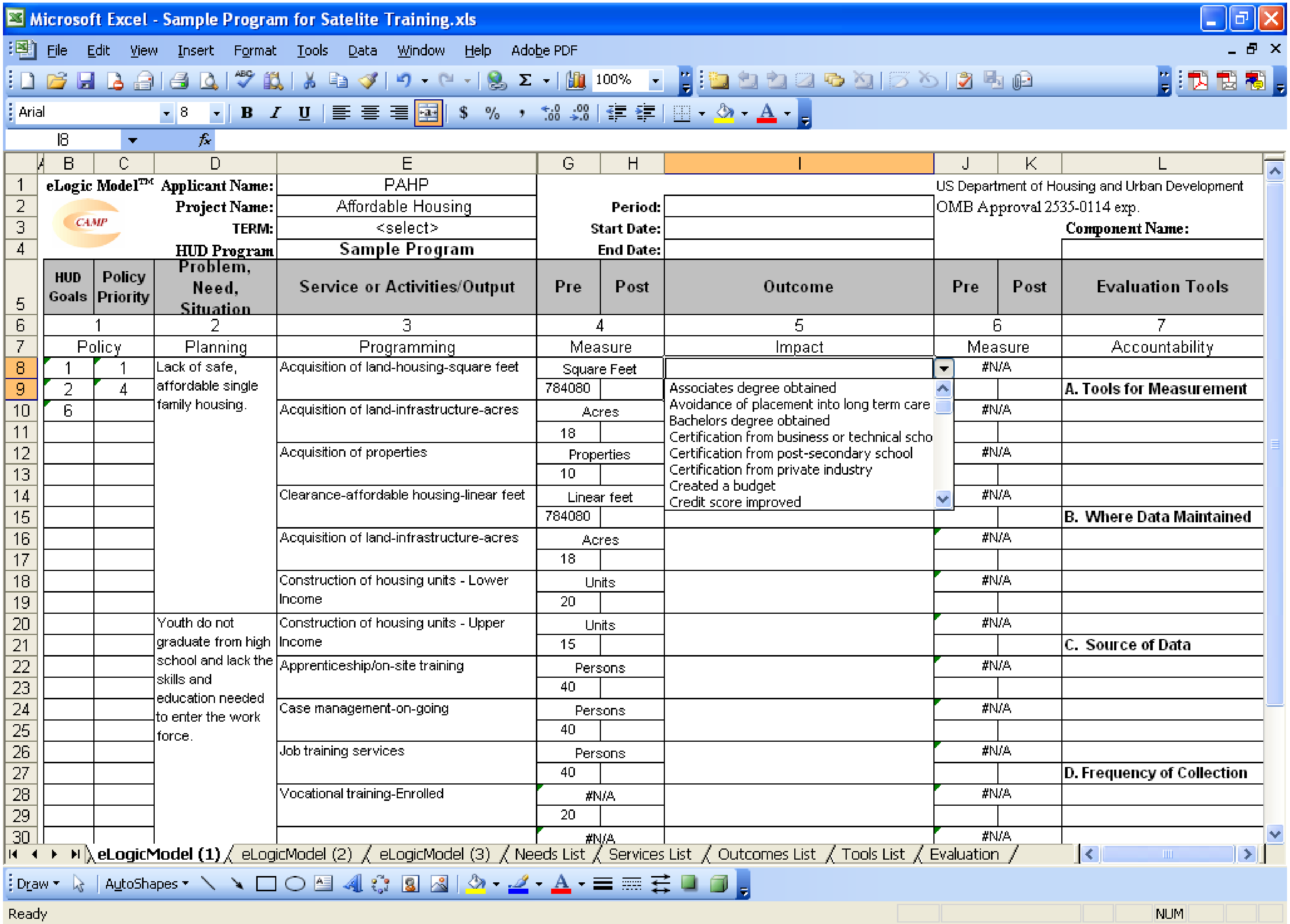
HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post	Evaluation Tools
1		2	3	4		5	6		7
Policy		Planning	Programming	Measure		Impact	Measure		Accountability
1	1	Lack of safe, affordable single family housing.	Acquisition of land-housing-square feet	Square Feet			#N/A		
2	4			784080					A. Tools for Measurement
6			Acquisition of land-infrastructure-acres	Acres			#N/A		
				18					
			Acquisition of properties	Properties			#N/A		
				10					
			Clearance-affordable housing-linear feet	Linear feet			#N/A		
				784080					B. Where Data Maintained
			Acquisition of land-infrastructure-acres	Acres			#N/A		
				18					
			Construction of housing units - Lower Income	Units			#N/A		
				20					
		Youth do not graduate from high school and lack the skills and education needed to enter the work force.	Construction of housing units - Upper Income	Units			#N/A		
				15					C. Source of Data
			Apprenticeship/on-site training	Persons			#N/A		
				40					
			Case management-on-going	Persons			#N/A		
				40					
			Job training services	Persons			#N/A		
				40					D. Frequency of Collection
			Vocational training-Enrolled	#N/A			#N/A		
				20					
				#N/A			#N/A		

eLogicModel (1) / eLogicModel (2) / eLogicModel (3) / Needs List / Services List / Outcomes List / Tools List / Evaluation

Column 4 – Measure

Notice that as the Activity you selected appears in the cell, a corresponding unit of measure appears or populates in the same column. The unit of measure could be "persons", "dollars", "square feet", "houses", or some other unit of measure that relates to the selected Activity. Immediately below the unit of measure are two blank cells. Enter the projected number of units you are proposing to deliver or accomplish in the "Pre" column. The "Post" column is locked to be used later for reporting purposes. If you choose "Other" from the dropdown list because you cannot add a description of the Activity or the unit of measure, you must identify the Activity or unit of measure in your narrative response to Rating Factor 5.

* One Acre = 43,560 Square Feet.



	B	C	D	E	G	H	I	J	K	L
1	eLogic Model™		Applicant Name:	PAHP				US Department of Housing and Urban Development		
2	CAMP		Project Name:	Affordable Housing		Period:		OMB Approval 2535-0114 exp.		
3			TERM:	<select>		Start Date:				Component Name:
4			HUD Program	Sample Program		End Date:				
5	HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post	Evaluation Tools
6	1		2	3	4		5	6		7
7	Policy		Planning	Programming	Measure		Impact	Measure		Accountability
8	1	1	Lack of safe, affordable single family housing.	Acquisition of land-housing-square feet	Square Feet			#N/A		
9	2	4			784080		Associates degree obtained			A. Tools for Measurement
10	6			Acquisition of land-infrastructure-acres	Acres		Avoidance of placement into long term care Bachelors degree obtained	#N/A		
11					18		Certification from business or technical scho			
12				Acquisition of properties	Properties		Certification from post-secondary school	#N/A		
13					10		Certification from private industry Created a budget			
14				Clearance-affordable housing-linear feet	Linear feet		Credit score improved	#N/A		
15					784080					B. Where Data Maintained
16				Acquisition of land-infrastructure-acres	Acres			#N/A		
17					18					
18				Construction of housing units - Lower Income	Units			#N/A		
19					20					
20			Youth do not graduate from high school and lack the skills and education needed to enter the work force.	Construction of housing units - Upper Income	Units			#N/A		
21					15					C. Source of Data
22				Apprenticeship/on-site training	Persons			#N/A		
23					40					
24				Case management-on-going	Persons			#N/A		
25					40					
26				Job training services	Persons			#N/A		
27					40					D. Frequency of Collection
28				Vocational training-Enrolled	#N/A			#N/A		
29					20					
30					#N/A			#N/A		

Column 5 – Impact

Under the "**Impact**" column (5), select the Outcome that would correspond to the Need and Activity along this row. You do this the same way as previously described for Needs and Activities. Select an Outcome from the dropdown list. Notice, once again, that a <u>unit of measure</u> automatically appears in the next column "Measure."

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J29 = 20

	B	C	D	E	G	H	I	J	K	L
1	eLogic Model™		Applicant Name:	PAHP				US Department of Housing and Urban Development		
2			Project Name:	Affordable Housing		Period:		OMB Approval 2535-0114 exp.		
3			TERM:	<select>		Start Date:			Component Name:	
4			HUD Program	Sample Program		End Date:				
5	HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post	Evaluation Tools
6	1		2	3	4		5	6		7
7	Policy		Planning	Programming	Measure		Impact	Measure		Accountability
8	1	1	Lack of safe, affordable single family housing.	Acquisition of land-housing-square feet	Square Feet		Purchase of new units - Lower Income	Units		
9	2	4			784080			20		A. Tools for Measurement
10	6			Acquisition of land-infrastructure-acres	Acres		Purchase of new units - Upper Income	Units		
11					18			15		
12				Acquisition of properties	Properties		Improved living conditions/quality of life	Persons		
13					10			105		
14				Clearance-affordable housing-linear feet	Linear feet		Infrastructure-households connected-gas line	Households		
15					784080			35		B. Where Data Maintained
16				Acquisition of land-infrastructure-acres	Acres		Infrastructure-households connected-electric line	Households		
17					18			35		
18				Construction of housing units - Lower Income	Units		Employer's trained persons	Persons		
19					20			40		
20			Youth do not graduate from high school and lack the skills and education needed to enter the work force.	Construction of housing units - Upper Income	Units		Obtained employment	Persons		
21					15			20		C. Source of Data
22				Apprenticeship/on-site training	Persons		Job placement	Persons		
23					40			10		
24				Case management-on-going	Persons		Employment-part time	Persons		
25					40			10		
26				Job training services	Persons		Employment-full time	Persons		
27					40			10		D. Frequency of Collection
28				Vocational training-Enrolled	#N/A		Certification from business or technical school	Persons		
29					20			20		
30					#N/A			#N/A		

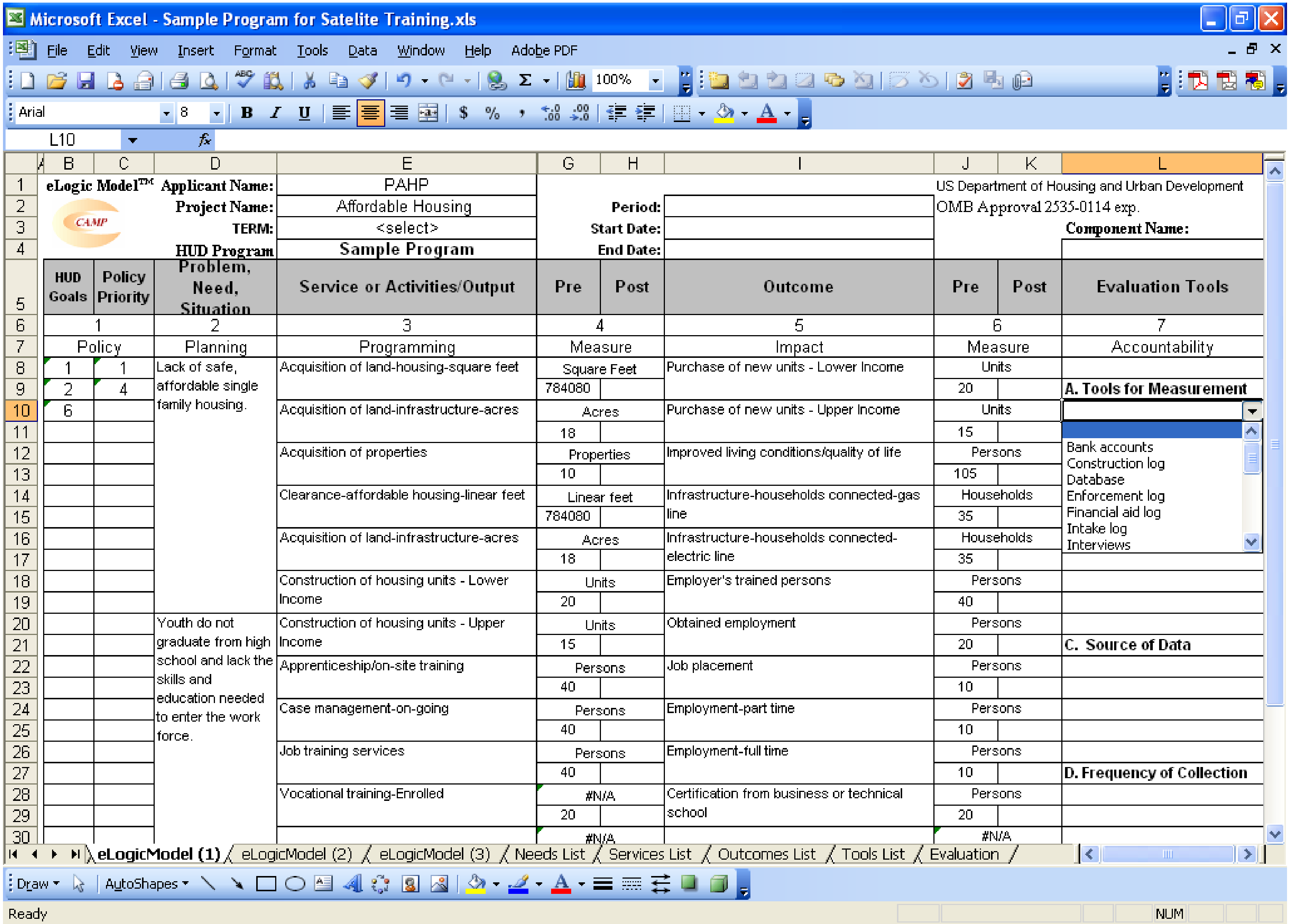
eLogicModel (1) / eLogicModel (2) / eLogicModel (3) / Needs List / Services List / Outcomes List / Tools List / Evaluation

Column 6 – Measure
Under the "**Measure**" column 6, specify a projected number of Outcome units you are proposing. If you choose "Other" from the dropdown list, because you cannot add a description of the Outcome or the Unit of Measure, you must identify the Outcome or unit of measure in your narrative response to Rating Factor 5.

Repeat the process of specifying a Need, a Service or Activity, and an Outcome using as many rows as is necessary to fully describe your proposal. The Logic Model form extends to about three pages when printed out. You may view a preprint of your model at any time by selecting from the Menu bar at the very top of the Excel Window: FILES | Print Preview. It is recommended that you do this periodically to get a better view of the logic model you are creating.

You can adjust the look of your logic model by skipping rows, so that Needs, Activities, and Outcomes are grouped accordingly.

CAUTION, DO NOT CUT & PASTE ITEMS FROM ONE COLUMN TO ANOTHER. For example, do not cut and paste an item from the Needs column to the Activity column, or the Activity column to the Outcome column. You will produce an unstable worksheet which will behave unpredictably requiring you to start over with a new blank Logic Model workbook.



Microsoft Excel - Sample Program for Satelite Training.xls

eLogic Model™ | Applicant Name: PAHP | US Department of Housing and Urban Development
Project Name: Affordable Housing | Period: | OMB Approval 2535-0114 exp.
TERM: <select> | Start Date: | Component Name:
HUD Program: Sample Program | End Date:

HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post	Evaluation Tools
1		2	3	4		5	6		7
Policy		Planning	Programming	Measure		Impact	Measure		Accountability
1	1	Lack of safe, affordable single family housing.	Acquisition of land-housing-square feet	Square Feet		Purchase of new units - Lower Income	Units		
2	4			784080			20		A. Tools for Measurement
6			Acquisition of land-infrastructure-acres	Acres		Purchase of new units - Upper Income	Units		
				18			15		Bank accounts Construction log Database Enforcement log Financial aid log Intake log Interviews
			Acquisition of properties	Properties		Improved living conditions/quality of life	Persons		
				10			105		
			Clearance-affordable housing-linear feet	Linear feet		Infrastructure-households connected-gas line	Households		
				784080			35		
			Acquisition of land-infrastructure-acres	Acres		Infrastructure-households connected-electric line	Households		
				18			35		
			Construction of housing units - Lower Income	Units		Employer's trained persons	Persons		
				20			40		
		Youth do not graduate from high school and lack the skills and education needed to enter the work force.	Construction of housing units - Upper Income	Units		Obtained employment	Persons		
				15			20		C. Source of Data
			Apprenticeship/on-site training	Persons		Job placement	Persons		
				40			10		
			Case management-on-going	Persons		Employment-part time	Persons		
				40			10		
			Job training services	Persons		Employment-full time	Persons		
				40			10		D. Frequency of Collection
			Vocational training-Enrolled	#N/A		Certification from business or technical school	Persons		
				20			20		
				#N/A			#N/A		

eLogicModel (1) | eLogicModel (2) | eLogicModel (3) | Needs List | Services List | Outcomes List | Tools List | Evaluation

Column 7 – Accountability
Under the "**Accountability**" column (7), enter the tools and the process of collection and processing of data in your organization to support project management, reporting, and responding to the Evaluation Questions. This column provides the framework for structuring your data collection efforts. If the collection and processing of data is not well planned, the likelihood of its use to further the management of the program and support evaluation activity is limited. If data are collected inconsistently, or if data are missing, or if data are not retrievable, or if data are mishandled, the validity of any conclusions is weakened.

The structure of Column 7 contains five components in the form of dropdown fields that address the Evaluation Process. You are responsible for addressing each of the five steps that address the process of managing the critical information about your project.

A. Tools for Measurement
B. Where Data Maintained
C. Source of Data
D. Frequency Collection
E. Processing of Data

You may select up to five choices for each of the five processes (A-E) that supports Accountability and tracks Outputs and Outcomes. As you proceed through the remaining components, B through E, specify those components in the same order as the Tools selected in A. That is, if the first Tool is "Pre-post Test," then specify the first item in B through E as it pertains to "Pre-post Test." Likewise, if the second item in A is "Satisfaction Surveys," then specify the second item in B through E as it pertains to "Satisfaction Surveys."

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L10 — Bank accounts

	B	C	D	E	G	H	I	J	K	L
1	eLogic Model™		Applicant Name:	PAHP				US Department of Housing and Urban Development		
2			Project Name:	Affordable Housing		Period:		OMB Approval 2535-0114 exp.		
3			TERM:	<select>		Start Date:				Component Name:
4			HUD Program	Sample Program		End Date:				
5	HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post	Evaluation Tools
6	1		2	3	4		5	6		7
7	Policy		Planning	Programming	Measure		Impact	Measure		Accountability
8	1	1	Lack of safe, affordable single family housing.	Acquisition of land-housing-square feet	Square Feet		Purchase of new units - Lower Income	Units		
9	2	4			784080			20		A. Tools for Measurement
10	6			Acquisition of land-infrastructure-acres	Acres		Purchase of new units - Upper Income	Units		Bank accounts
11					18			15		
12				Acquisition of properties	Properties		Improved living conditions/quality of life	Persons		
13					10			105		
14				Clearance-affordable housing-linear feet	Linear feet		Infrastructure-households connected-gas line	Households		
15					784080			35		B. Where Data Maintained
16				Acquisition of land-infrastructure-acres	Acres		Infrastructure-households connected-electric line	Households		
17					18			35		
18				Construction of housing units - Lower Income	Units		Employer's trained persons	Persons		
19					20			40		
20			Youth do not graduate from high school and lack the skills and education needed to enter the work force.	Construction of housing units - Upper Income	Units		Obtained employment	Persons		
21					15			20		C. Source of Data
22				Apprenticeship/on-site training	Persons		Job placement	Persons		
23					40			10		
24				Case management-on-going	Persons		Employment-part time	Persons		
25					40			10		
26				Job training services	Persons		Employment-full time	Persons		
27					40			10		D. Frequency of Collection
28				Vocational training-Enrolled	#N/A		Certification from business or technical school	Persons		
29					20			20		
30					#N/A			#N/A		

eLogicModel (1) / eLogicModel (2) / eLogicModel (3) / Needs List / Services List / Outcomes List / Tools List / Evaluation

A. Tools for Measurement. A device is needed for collecting data; e.g., a test, a survey, an attendance log, an inspection report, etc. The tool “holds” the evidence of the realized Output or Outcome specified in the logic model. At times, there could be multiple tools for a given event. A choice can be made to use several tools, or rely on one that is most reliable, or most efficient but still reliable. Whatever the tool, it is important to remain consistent throughout the project.

<u>Instructions</u>: Under the Accountability column, select your choices of Tools to Track Outputs and Outcomes, You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of Tools appears. Select one or more of the Tools in the list by clicking it. If your choice is not in the dropdown list, click "Other" and add text to describe, "Other”.

B. Where Data Maintained. A record of where the data or data tool resides must be maintained. It is not required that all tools and all data are kept in one single place. You may keep attendance logs at the main office files, but keep other tools or data such as a “case record in the case files at the service site. It is important to designate where tools and/or data are to be maintained. For example, if your program has a sophisticated computer system and all data is entered into a custom-designed database, it is necessary to designate where the original or source documents will be maintained.

<u>Instructions</u>: Under the Accountability column, select your choices of Where Data Maintained. You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of Where Data Maintained appears. Select one or more of the Where Data Maintained in the list by clicking it. If your choice is not in the dropdown list, click "Other" and add text to describe, "Other”.

C. Source of Data. This is the source where the data originates. Please identify the source and make sure that it is appropriate.

<u>Instructions</u>: Under the Accountability column, select your choices of Source of Data. You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of Source of Data appears. Select one or more of the Source of Data in the list by clicking it. If your choice is not in the dropdown list, click "Other" and add text to describe, "Other”.

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L35 | Relational database

	B	C	D	E	G	H	I	J	K	L
10	6		family housing.	Acquisition of land-infrastructure-acres	Acres		Purchase of new units - Upper Income	Units		Bank accounts
11					18			15		Construction log
12				Acquisition of properties	Properties		Improved living conditions/quality of life	Persons		Intake log
13					10			105		
14				Clearance-affordable housing-linear feet	Linear feet		Infrastructure-households connected-gas line	Households		
15					784080			35		**B. Where Data Maintained**
16				Acquisition of land-infrastructure-acres	Acres		Infrastructure-households connected-electric line	Households		Agency database
17					18			35		Public database
18				Construction of housing units - Lower Income	Units		Employer's trained persons	Persons		
19					20			40		
20			Youth do not graduate from high school and lack the skills and education needed to enter the work force.	Construction of housing units - Upper Income	Units		Obtained employment	Persons		
21					15			20		**C. Source of Data**
22				Apprenticeship/on-site training	Persons		Job placement	Persons		Certificate of Occupancy
23					40			10		Employment records
24				Case management-on-going	Persons		Employment-part time	Persons		Lease agreements
25					40			10		Mortgage documents
26				Job training services	Persons		Employment-full time	Persons		
27					40			10		**D. Frequency of Collection**
28				Vocational training-Enrolled	#N/A		Certification from business or technical school	Persons		Weekly
29					20			20		
30					#N/A			#N/A		
31										
32					#N/A			#N/A		
33										**E. Processing of Data**
34					#N/A			#N/A		Computer spreadsheets
35										Relational database
36					#N/A			#N/A		
37										
38					#N/A			#N/A		
39										
40					#N/A			#N/A		

eLogicModel (1) / eLogicModel (2) / eLogicModel (3) / Needs List / Services List / Outcomes List / Tools List / Evaluation

D. Frequency of Collection. Timing matters in data collection. In most instances, you want to get it while it occurs. Collect data at the time of the encounter; if impossible, when it is most opportune immediately thereafter. For example, collect report card data immediately upon the issuance of report cards. Do not wait until after the school year is over. Collect feedback surveys at the conclusion of the event, not a few months later when clients may be difficult to reach. Reporting can be done at anytime if the data is already collected. Another important aspect of this dimension is consistency. If some post tests are collected soon after the event, but others are attempted months later, the data are confounded by the differences in the timing. If some financial data are collected at the middle of the month and others at the end of the month, the data may be confounded by systematic timing bias.

<u>Instructions</u>: Under the Accountability column select your choices of Frequency of Collection. You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of Frequency of Collection appears. Select one or more of the Frequency of Collection in the list by clicking it. If your choice is not in the dropdown list, click "Other" and add text to describe, "Other”.

E. Processing of Data. This is where you identify the mechanism that will be employed to process the data. Some possibilities are: manual tallies, computer spreadsheets, flat file database, relational database, statistical database, etc. The Logic Model is only a summary of the program and it cannot accommodate a full description of your management information system. There is an implicit assumption that the grantee has thought through the process to assure that the mechanism is adequate to the task(s).

<u>Instructions</u>: Under the Accountability column, select your choices of Processing Data. You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of Process of Collection and Reporting appears. Select one or more of the Process of Collection and Reporting in the list by clicking it. If your choice is not in the dropdown list, click "Other" and add text to describe, "Other”.

Microsoft Excel - Sample Program for Satelite Training.xls

L35 | Relational database

	B	C	D	E	G	H	I	J	K	L
1	eLogic Model™		Applicant Name:	PAHP				US Department of Housing and Urban Development		
2			Project Name:	Affordable Housing		Period:		OMB Approval 2535-0114 exp.		
3			TERM:	<select>		Start Date:				Component Name:
4			HUD Program	Sample Program		End Date:				
5	HUD Goals	Policy Priority	Problem, Need, Situation	Service or Activities/Output	Pre	Post	Outcome	Pre	Post	Evaluation Tools
6	1		2	3	4		5	6		7
7	Policy		Planning	Programming	Measure		Impact	Measure		Accountability
8	1	1	Lack of safe, affordable single family housing.	Acquisition of land-housing-square feet	Square Feet		Purchase of new units - Lower Income	Units		
9	2	4			784080			20		A. Tools for Measurement
10	6			Acquisition of land-infrastructure-acres	Acres		Purchase of new units - Upper Income	Units		Bank accounts
11					18			15		Construction log
12				Acquisition of properties	Properties		Improved living conditions/quality of life	Persons		Intake log
13					10			105		
14				Clearance-affordable housing-linear feet	Linear feet		Infrastructure-households connected-gas line	Households		
15					784080			35		B. Where Data Maintained
16				Acquisition of land-infrastructure-acres	Acres		Infrastructure-households connected-electric line	Households		Agency database
17					18			35		Public database
18				Construction of housing units - Lower Income	Units		Employer's trained persons	Persons		
19					20			40		
20			Youth do not graduate from high school and lack the skills and education needed to enter the work force.	Construction of housing units - Upper Income	Units		Obtained employment	Persons		
21					15			20		C. Source of Data
22				Apprenticeship/on-site training	Persons		Job placement	Persons		Certificate of Occupancy
23					40			10		Employment records
24				Case management-on-going	Persons		Employment-part time	Persons		Lease agreements
25					40			10		Mortgage documents
26				Job training services	Persons		Employment-full time	Persons		
27					40			10		D. Frequency of Collection
28				Vocational training-Enrolled	#N/A		Certification from business or technical school	Persons		Weekly
29					20			20		
30					#N/A			#N/A		

eLogicModel (1) / eLogicModel (2) / eLogicModel (3) / Needs List / Services List / Outcomes List / Tools List / Evaluation

Ready NUM

When you are finished completing the Logic Model form, or wish to stop and continue later, Save the file by going to Excel's Menu bar and choosing FILE | Save As. Then specify a name for the file, and note where you save the file on your hard drive. Later, you will "Attach" this file to your application. Please remember the name of the file that you are saving. Be sure to delete any earlier version so that when you go to attach the file to your application you select the appropriate and final file.

In most cases, a single workbook should be adequate for completing your Logic Model. The workbook has three copies of the form included. If you need additional space, you may submit additional copies of the workbook as needed.

Suggested Naming Conventions for Saving Logic Model Files.
At some point in the application processing, your Logic Models will be batched into a database along with thousands of other Logic Models. It is important, therefore, that you give a unique name to your Logic Model file. Please use the following conventions.

Begin the name with the letters "LM" and a hyphen.
Continue the name by using your Applicant's Name, and a hyphen (no spaces). If you must have spaces in the name, then use the underscore (Shift-underline) character to represent spaces. It is best if you can avoid spaces altogether.

Complete the name by adding a numeric suffix indicating that this is workbook "1" or workbook "2", etc. As stated earlier, most applicants will only require one workbook. But, if you require more than one workbook, place a number at the end of the name to designate that this file is the first, or second, or third workbook of your Logic Model.

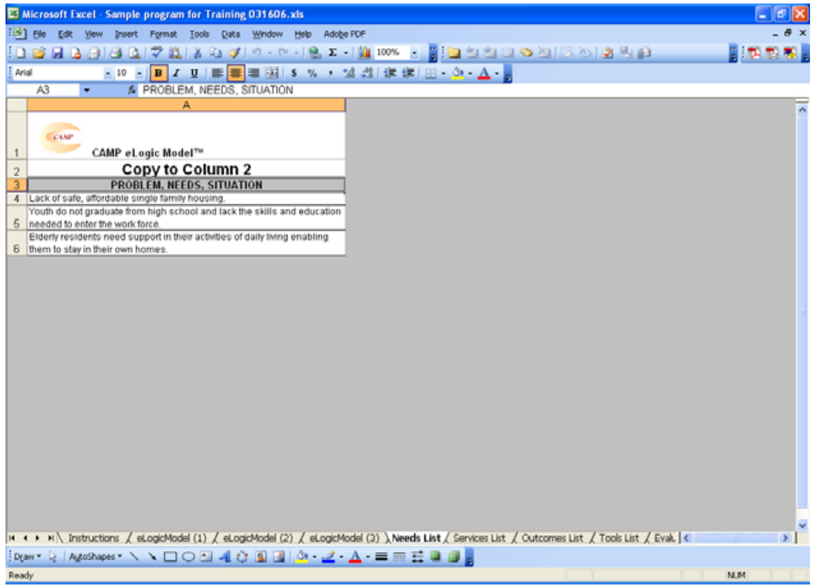
Examples: LM-YourApplicantName-#.xls

LM-SleepyHollowHousingProject-1.xls
LM-SleepyHollowHousingProject-2.xls

LM-WayDownYonderHomelessHelp-1.xls
LM-Green_Grass_and_Brownfields_Development-1.xls

The final portion of the name [.xls] is added automatically by MS Excel™.
This completes the instructions for using the eLogic Model™
Monitoring and Reporting - Program Evaluation

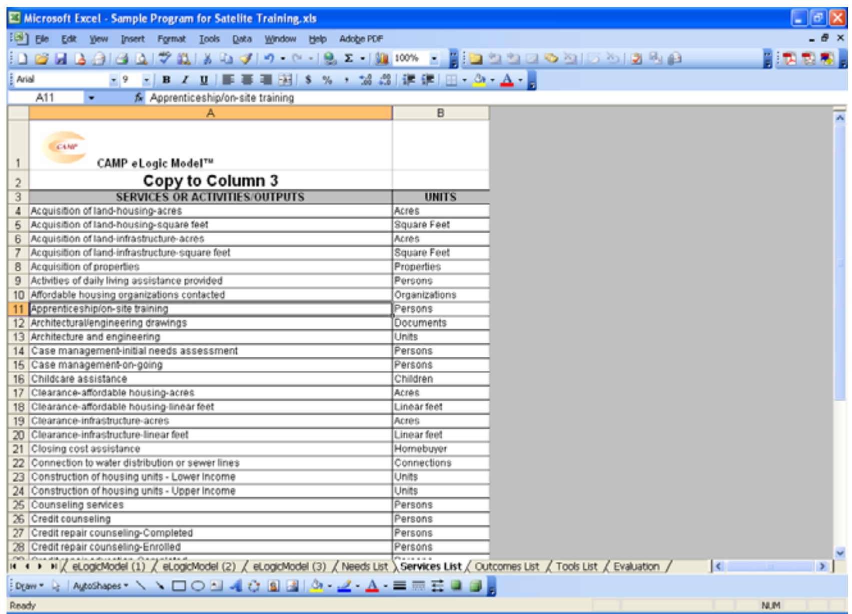
The eLogic Model™ will be used as a monitoring and reporting tool upon final approval from the HUD program office. HUD will compare the projected output and outcome data that has been entered into columns 4 and 6, **Measure** in your approved award, with the actual experience resulting from implementation of your program/project



Microsoft Excel - Sample program for Training 031606.xls

A3 PROBLEM, NEEDS, SITUATION

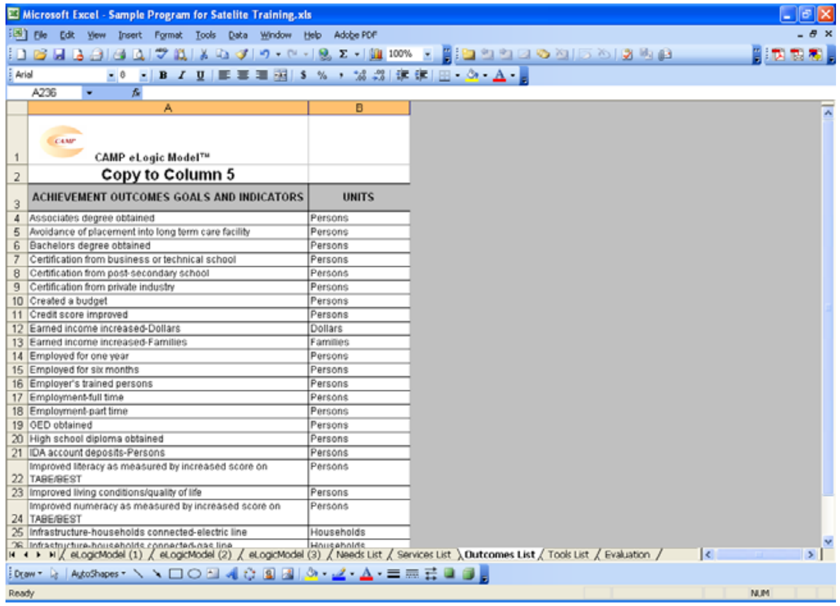
	A
1	CAMP eLogic Model™
2	Copy to Column 2
3	PROBLEM, NEEDS, SITUATION
4	Lack of safe, affordable single family housing.
5	Youth do not graduate from high school and lack the skills and education needed to enter the work force.
6	Elderly residents need support in their activities of daily living enabling them to stay in their own homes.



Microsoft Excel - Sample Program for Satellite Training.xls

A11 Apprenticeship/on-site training

	A	B
1	CAMP eLogic Model™	
2	Copy to Column 3	
3	SERVICES OR ACTIVITIES/OUTPUTS	UNITS
4	Acquisition of land-housing-acres	Acres
5	Acquisition of land-housing-square feet	Square Feet
6	Acquisition of land-infrastructure-acres	Acres
7	Acquisition of land-infrastructure-square feet	Square Feet
8	Acquisition of properties	Properties
9	Activities of daily living assistance provided	Persons
10	Affordable housing organizations contacted	Organizations
11	Apprenticeship/on-site training	Persons
12	Architectural/engineering drawings	Documents
13	Architecture and engineering	Units
14	Case management-initial needs assessment	Persons
15	Case management-on-going	Persons
16	Childcare assistance	Children
17	Clearance-affordable housing-acres	Acres
18	Clearance-affordable housing-linear feet	Linear feet
19	Clearance-infrastructure-acres	Acres
20	Clearance-infrastructure-linear feet	Linear feet
21	Closing cost assistance	Homebuyer
22	Connection to water distribution or sewer lines	Connections
23	Construction of housing units - Lower Income	Units
24	Construction of housing units - Upper Income	Units
25	Counseling services	Persons
26	Credit counseling	Persons
27	Credit repair counseling-Completed	Persons
28	Credit repair counseling-Enrolled	Persons



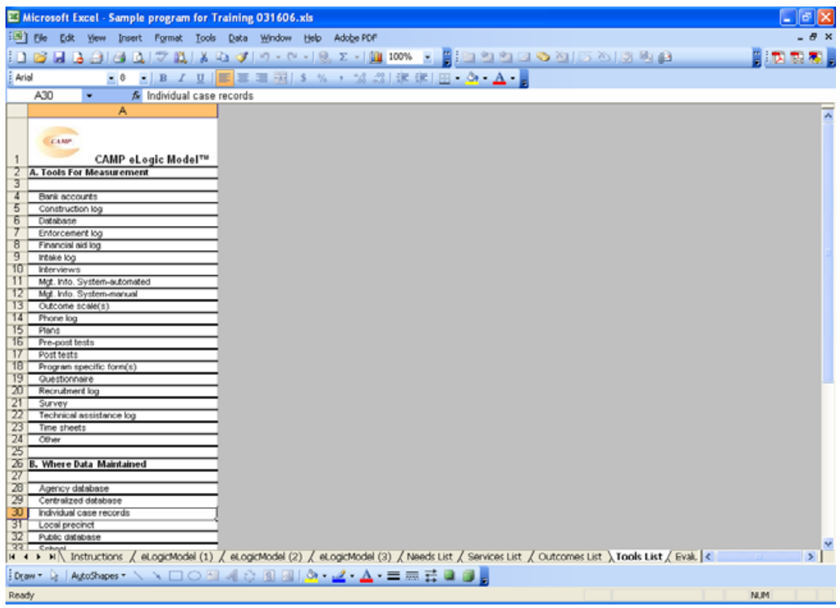
Microsoft Excel - Sample Program for Satellite Training.xls

CAMP eLogic Model™

Copy to Column 5

	A	B
3	ACHIEVEMENT OUTCOMES GOALS AND INDICATORS	UNITS
4	Associates degree obtained	Persons
5	Avoidance of placement into long term care facility	Persons
6	Bachelors degree obtained	Persons
7	Certification from business or technical school	Persons
8	Certification from post-secondary school	Persons
9	Certification from private industry	Persons
10	Created a budget	Persons
11	Credit score improved	Persons
12	Earned income increased-Dollars	Dollars
13	Earned income increased-Families	Families
14	Employed for one year	Persons
15	Employed for six months	Persons
16	Employer's trained persons	Persons
17	Employment-full time	Persons
18	Employment-part time	Persons
19	GED obtained	Persons
20	High school diploma obtained	Persons
21	IDA account deposits-Persons	Persons
22	Improved literacy as measured by increased score on TABE/BEST	Persons
23	Improved living conditions/quality of life	Persons
24	Improved numeracy as measured by increased score on TABE/BEST	Persons
25	Infrastructure-households connected-electric line	Households
26	Infrastructure-households connected-gas line	Households

eLogicModel (1) / eLogicModel (2) / eLogicModel (3) / Needs List / Services List / Outcomes List / Tools List / Evaluation



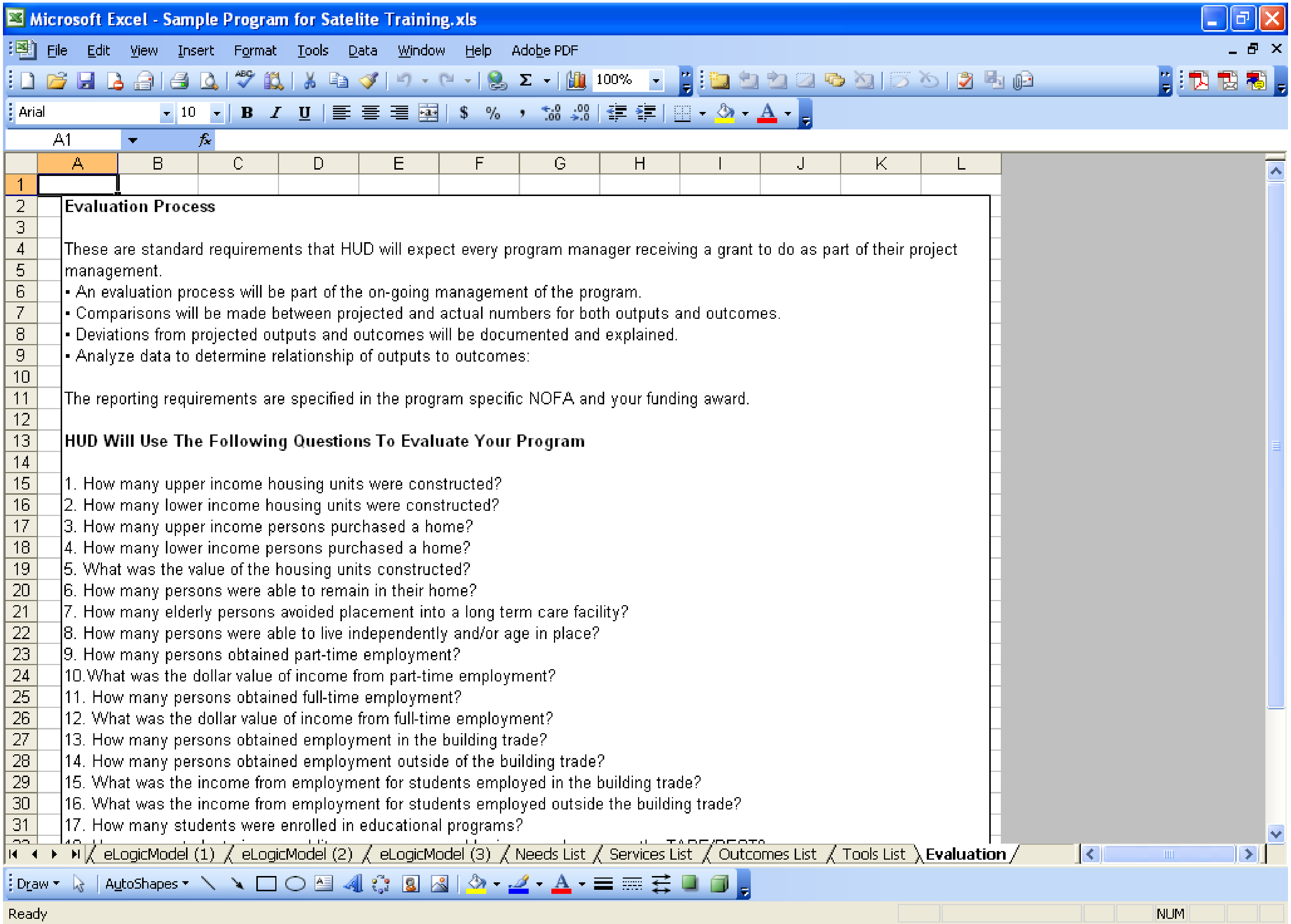
Microsoft Excel - Sample program for Training 031606.xls

A30 Individual case records

CAMP eLogic Model™

	A
2	**A. Tools For Measurement**
3	
4	Bank accounts
5	Construction log
6	Database
7	Enforcement log
8	Financial aid log
9	Intake log
10	Interviews
11	Mgt. Info. System-automated
12	Mgt. Info. System-manual
13	Outcome scale(s)
14	Phone log
15	Plans
16	Pre-post tests
17	Post tests
18	Program specific form(s)
19	Questionnaire
20	Recruitment log
21	Survey
22	Technical assistance log
23	Time sheets
24	Other
25	
26	**B. Where Data Maintained**
27	
28	Agency database
29	Centralized database
30	Individual case records
31	Local precinct
32	Public database
33	School

Instructions / eLogicModel (1) / eLogicModel (2) / eLogicModel (3) / Needs List / Services List / Outcomes List / Tools List / Eval.



Evaluation Process

These are standard requirements that HUD will expect every program manager receiving a grant to do as part of their project management.

- An evaluation process will be part of the on-going management of the program.
- Comparisons will be made between projected and actual numbers for both outputs and outcomes.
- Deviations from projected outputs and outcomes will be documented and explained.
- Analyze data to determine relationship of outputs to outcomes:

The reporting requirements are specified in the program specific NOFA and your funding award.

HUD Will Use The Following Questions To Evaluate Your Program

1. How many upper income housing units were constructed?
2. How many lower income housing units were constructed?
3. How many upper income persons purchased a home?
4. How many lower income persons purchased a home?
5. What was the value of the housing units constructed?
6. How many persons were able to remain in their home?
7. How many elderly persons avoided placement into a long term care facility?
8. How many persons were able to live independently and/or age in place?
9. How many persons obtained part-time employment?
10. What was the dollar value of income from part-time employment?
11. How many persons obtained full-time employment?
12. What was the dollar value of income from full-time employment?
13. How many persons obtained employment in the building trade?
14. How many persons obtained employment outside of the building trade?
15. What was the income from employment for students employed in the building trade?
16. What was the income from employment for students employed outside the building trade?
17. How many students were enrolled in educational programs?