

Children and Family Legacy Fund Request for Funding – Summary Chart

Below you will find a description of each aspect of the Summary Chart, which you can refer to as your work. **Set one target for each outcome you have identified. You may set a maximum of three targets for each outcome but only one is required.** If you have more than one target, or if you are completing targets for other outcomes, complete a Summary Chart for each target set. **Please do not alter the formatting of this document.** The completed Summary Chart(s) should be uploaded and submitted (in a pdf format) through the online application system. Please see Appendix A of the RFP Guidelines for application submission instructions.

1. **Foundation Outcome(s)** – Select the Children and Family Legacy Fund outcome(s) applicable to your project or programming and target. This should coincide with the outcome(s) selected on the Narrative.
2. **Targets** – Indicate the **number (do not use percentages, whole numbers only)** of children and/or families you are committed to help achieve a specific level of gain. Targets for us mean commitments, and not just aspirations or hopes. At the same time, keep them reasonable. Targets should reflect what you think you can achieve, even if everything does not go perfectly. On the Summary Chart, complete the sentence, including the total number of participants you will serve, the number of participants that will achieve your target(s) and the specific details of what your participants will achieve.
3. **What Would Have Happened Without You?** – Indicate what you think would have happened in terms of this “gain” had your program not been in existence. We are not asking for scientific evidence-just the best possible intelligence you can obtain. Having a sense of “What would have happened without you?” helps clarify the direct value you add.
4. **Verification** – How will you verify that your target has been achieved? Please tell us the information or other evidence you will use to define success for your participants for each of your stated targets.
5. **Milestones and Project Steps** – Milestones are key achievements that will best show participant progress in getting from a present condition or circumstance to the gain you have targeted. Please include the date by which you plan to reach each milestone on your chart. A good way to approach milestones is to first list what *you* will do (**Project Steps**) to reach each target and then ask what *participants* must gain from each step, if they are to continue to move forward (**Milestones**).
6. **Your last milestone should be the same as the target you set.**
7. **Changes in Your Target** – If this request is for a renewal grant and there has been a change in your target versus last year, please state the change and the rationale.

Important Note: The milestones you set become your primary management tool. Without them, you might see early gains by some of your participants but have no clear indicator of whether enough people are moving forward to forecast success for the number targeted. Your targets represent what you are committing to accomplish, and we expect that you may need to adjust your project steps and milestones in order to meet them. We approach measurable targets from the perspective that people with targets outperform those with less clear aiming points. While targets are critical to us, they are not about accountability, but about high performance.

Summary Chart

Organization

Project Title or Grant Purpose

1. Select the Children and Family Legacy Fund outcome applicable to your project or programming and target. This should coincide with the outcome(s) selected on the Narrative.
 - Homeless families achieve stability and transition to permanent housing with the assistance of support services
 - Vulnerable families who are living in permanent housing and participating in resident services improve their personal and financial stability.
 - Low-income families at-risk of losing their homes maintain their rental housing and improve their personal and financial stability.
 - Foster children grow up in permanent, stable, loving families.
 - Foster youth have the life skills required to live independently, have a connection to a caring adult and are living in stable housing.
 - Preschool children in low-income communities are prepared to be successful in school.
 - Children and youth in low-income communities demonstrate improved academic success.
 - Young people from low-income communities enter college or career training programs.

2. Target: Of the _____participants we serve _____will do the following.....**(indicate below) DO NOT use percentages, whole numbers only.** If you have more than one target, or if you are completing targets for other outcomes, complete a Summary Chart document for each target set.

3. What would have happened to those benefiting from your project if your program didn't exist?

4. Verification - How will you verify that your target has been achieved? Please tell us the information or other evidence you will use to define success for your participants for each of your stated targets.

5. Complete Summary Chart Table

Project Steps	Milestones	Dates

****Your last milestone should be the same as the target you set.**

Explanation of change in target (if applicable):