

UA&M Grantee Performance Measure Template

In your grant reports and applications, you will find there are three new questions about performance measurements. Please follow these instructions to answer these three questions.

Performance Goal Creation:

When creating a performance measure, think of the following:

"I want to achieve (Goal) as measured by (Performance Measure)"

Example: I want to achieve community engagement by selling tickets to our season of performances.

Performance Measurement:

Template: (Unit of measurement) of (observation)(qualifier).

- Unit of Measurement: Number, Percentage, Rate, Inches, Minutes, etc.
- Observation: People, Hours, Tickets, Dollars, Miles, etc.
- Qualifier: engaged in making art, attending a museum, spent on a project.

Example: Number of individual tickets sold.

Performance Target:

Target inputs should be a single number. When creating a target, think of the following:

"I have made significant progress toward (Goal) when (measure) equals (target)"

Example: I have created a great community engagement opportunity and will sell 589 individual tickets., so the answer to the question would be a simple number: 589 (with no additional text).

What makes a good measure? A performance measure should be:

Meaningful

Does it capture the basic purpose of providing information about value from taxpayer investment?

Does it align with the entity's mission and goals?

Does it show whether anyone is better off?

Practical

Can results be collected in a way that is not overly burdensome from an administrative or cost perspective?

Does the measure align with goals of other funding sources (such as the federal government)?

Clear

Is it well-defined and written in plain language?

Can the results be easily interpreted?