*The Work Plan must respond in detail to the Project Description. It must contain a description of the work activities Applicant is proposing to complete under the RFA. It should contain an understanding of the requirements for the project under the applicable federal funding source, and, as applicable, descriptions of timelines, outcome/process measures, and program evaluation activities.*

**Program Design**

1. Target population:

* Describe the target population (limited to pregnant women and parents or other relatives caring for children twelve (12) months of age or younger) the Applicant will ensure is served with the proposed funding.

2. Increase program participation:

* Describe how many participants are currently served by the Applicant’s network, and estimate the number of participants that will be served during the grant period with the proposed funding.
* Describe how many families are currently served by the Applicant’s network, and estimate the number of families that will be served during the grant period with the proposed funding.
* Describe how the expected increase will be measured.
* Describe how the Applicant will demonstrate that the increase was a result of the funding provided by the Nebraska Crisis Pregnancy Program.

3. Increase community awareness of the availability of services:

* Describe how the public will be notified of the availability of services; including the marketing strategy; geographic reach; multimedia strategy; and the anticipated number of contacts the organization will make through use of these strategies. The strategies must be appropriate for the targeted populations.

5. Mandatory services:

* Applicants must ensure ALL of the following services are provided. Describe how the Applicant will meet these requirements.
	+ Parenting and family classes/counseling classes; Applicants must include the curriculum to be used or a description of the class curriculum, lessons, goals, and outcomes. Applicants should indicate whether the curriculum is an evidence-based curriculum.
	+ Infant/safety lessons.
	+ Mother and child nutrition education, including the risks of alcohol and tobacco, opioids, or other harmful drugs.
	+ Outreach for other social agencies not provided by the organization (e.g., WIC, Food Assistance, and Child Care Assistance).
	+ ABCs of Safe Sleep.

5. New and expanded services:

Describe any new or expanded services that are planned. Applicants must provide an assessment of need and demonstrate how the new or expanded services will meet that need. Applicants must thoroughly describe the plan to deliver the new or expanded services, including implementation, intended outcomes, and how the services will be evaluated for success.

6. Address infant mortality:

* Include a plan to address the infant mortality crisis in Nebraska, and the services ~~it~~ that will be provided for participants and staff to reduce the risk of infant mortality. Provide a description of the plan to deliver these services, including the implementation, service delivery, and intended outcomes. Include the indicators that will be used to measure effectiveness.

7. Subrecipient(s)/subcontractor(s):

* Applicants must utilize a contracted network of local service providers to provide statewide coverage of service. Applicants must describe the plan for utilizing a contracted network of local service providers, who shall be compensated on a fee-for-service basis in such a manner, as to maximize statewide coverage of service. Describe current or intended relationships with partner community organizations or entities.
* Describe the procurement process and the timeline to accomplish procurement.

8. Monitoring process:

* Describe the monitoring process for the Subrecipients/Subcontractors. Include the documentation that will be reviewed, who will perform the monitoring, the frequency that the Subrecipient/Subcontractor shall provide performance reports and the plan addressing areas for improvement or poor performance.

9. Data collection:

* Describe how participant and program information will be collected and confidentiality maintained.

10. Program outcome management:

* Describe the intended outcomes for this program and the indicators that will be used to measure the program’s effectiveness.

12. Participant eligibility:

* Define the eligibility requirements that will used for the proposed services. At minimum, the eligibility requirements must include citizenship requirements.

13. Regions to be served:

* List the Nebraska counties where Crisis Pregnancy programming and services will be offered and how Applicant will ensure that statewide service provision will remain accessible to the target audience.

