## Program and Collaboration Three-Year Program PlanGoal Setting Worksheet

**\*\*Personnel-related requests must follow the hiring practices of the appropriate area and will not be considered through Program Review**

**Program**: CalWORKs

| Goal  One sentence limit. | Connection of Goal to Mission Statement, [Strategic Plan](http://www.gavilan.edu/administration/master_plan/docs/SP_GoalsStrategiesDraft-final.pdf) and SAO Results.  Use one sentence for each item. | Proposed Activity to Achieve Goal\*\*  One sentence limit. | Responsible Party  One sentence limit. | Fund amount requested.  If a collaboration, what % required from each partner?  If applicable, list each budget partner / source separately | Timeline to Completion  Month / Year | How Will You Evaluate Whether You Achieved Your Goal  Two sentence limit. |
| --- | --- | --- | --- | --- | --- | --- |
| Increase number of CalWORKs students who will complete their educational goal by 3%. | Mission actively engages students of all background and abilities.  Strategic Goal #4  SAO: 88% of CalWORKs students completed educational goal as scheduled on educational plan. | Impose early intervention (case conference) for students who are not passing at the 10-week mark or do not submit a progress report. | CalWORKs Supervisor | None | June 2022 | Compare CalWORKs completions from 2018-2019. |
| 70% of CalWORKs students will develop a resume prior to exiting Gavilan. | Mission empowers students of all background and abilities to build full economic potential.  Strategic Goal #3  SAO: TBD | Conduct individual and group resume writing workshops at least once per term. | CalWORKs Supervisor | None | June 2022 | Compare the number of resumes developed from 2019-2020 & 2020-2021 |