Avoid Example 1

TA - Direct – one recipient

HUD Outcome Category #3: Improved capacity to deliver projects, programs or systems that address community needs

Outcome	* Outcome Description	* Associated Task(s)
3D: Improved program, grant, and regulatory compliance (e.g., improved staff understanding of regulations, improved quality or timeliness of reporting, resolved audit or monitoring findings)	Entity will have improved ability to comply with federal and program rules and regulations.	*Each task had same outcome.

Problem: Outcome description is too vague. Had the TA Provider included specific references to the applicable federal and program rules and regulations, this would be a good outcome.

Avoid Example 2

TA - Needs Assessment – one recipient

HUD Outcome Category #3: Improved capacity to deliver projects, programs or systems that address community needs

Outcome	* Outcome Description	* Associated Task(s)
3E: Improved capacity to substantively change the ways partners interact or conduct their work in order to address community needs (e.g., implemented innovative multi-agency strategies, implemented coordinated place-based development to align resources from various funders to yield more substantial results, implemented coordinated entry process to improve targeting and access to homeless assistance)	- Conduct an environmental scan, including a data profile, for each of the 9 Tier 1 Unsheltered Communities. - Determine the scope of work for Direct TA for each of the 9 Tier 1 Unsheltered Communities. - Determine the project lead and SMEs needed for Direct TA for each of the 9 Tier 1 Unsheltered Communities.	Task 2. Conduct Needs Assessment

Problem: Outcome description reads more like a task list and seems closer to outputs. Questions to ask for Needs Assessment outcomes are: What are the recipients' problems? Why does the recipient need TA? What value will the TA have on the recipient? What will the TA inform or enable as next steps? What will the recipient be able to start, or understand, as a result of the TA?

Avoid Example 3

TA - Web-based learning/webinars – unknown # of recipients

Learning Objectives

- The HOME webinars: HOME practitioners will be able to explain how to determine income under the HOME Program and describe the rental compliance and development requirements of the HOME Program.
- The HOME guidebooks: HOME practitioners will be able to describe the requirements under 24 CFR Part 92 for rental housing programs.

HUD Outcome Category #3: Improved capacity to deliver projects, programs or systems that address community needs

Outcome	* Outcome Description	* Associated Task(s)
3D: Improved program, grant, and regulatory compliance (e.g., improved staff understanding of regulations, improved quality or timeliness of reporting, resolved audit or monitoring findings)	HOME Webinars and Guidebooks	Task 2: HOME Webinars Task 3: HOME Guidebooks

Problem: Outcomes are topical statements and insufficient.   On training related work plans, often the Learning Objectives can be used to draft the expected outcomes.

Good Example 1

TA - Written Products

Learning Objectives

- PJs will develop an understanding of HOME's property standards and how they vary among activities.
- PJs will be able to develop local owner-occupied rehab programs that comply with HOME requirements.

HUD Outcome Category #3: Improved capacity to deliver projects, programs or systems that address community needs

Outcome	* Outcome Description	* Associated Task(s)
3D: Improved program, grant, and regulatory compliance (e.g., improved staff understanding of regulations, improved quality or timeliness of reporting, resolved audit or monitoring findings)	PJs will be prepared to integrate updated property standards across their HOME activities.	Task 2: Develop tools

The Good: Use of key words such as "will be prepared". Mentions who (Participating Jurisdictions) and the specific program (HOME) and topical area (property standards).

Good Example 2

TA - Direct – one recipient

HUD Outcome Category #3: Improved capacity to deliver projects, programs or systems that address community needs

Outcome	* Outcome Description	* Associated Task(s)
3C: Improved financial management systems, controls, oversight to conform with 2 CFR Part 200 (OMB Omnicircular) and generally accepted accounting principles (e.g., completed A-133 or other financial audits, closed A-133 or other financial audit findings, implemented internal controls, demonstrated adequate Quick Ratio)	The appropriate staff will understand how to implement and administer their recently adopted procurement policies in compliance with the Uniform Administrative Guidance at 2 CFR 200 and the Indian preference regulations in 24 CFR 1000.	Task 1: Coordinate and deliver Procurement TA for St Croix HA
3D: Improved program, grant, and regulatory compliance (e.g., improved staff understanding of regulations, improved quality or timeliness of reporting, resolved audit or monitoring findings)	The appropriate staff will know how to determine what method of procurement to use in procuring goods and services along with how to apply Indian preference during the procurement process. Another long term benefit will be the staff knowing how to keep the procurement policy up to date in compliance with the statutory and administrative requirements.	Task 2: Procurement & Regs.

The Good: 3C Use of key words "will understand how" and "implement and administer". Mentions specific guidance and policy documents (2 CFR and 24 CFR) and the topical area of procurement. 3D – similar to 3C.

Good Example 3

TA – Written Products

Learning Objectives

- Identify national objective(s)/matrix code(s); add/complete activities/document national objective compliance; set up IDIS activities to process draws/report accomplishments in Action Plan CAPER & PER

HUD Outcome Category #3: Improved capacity to deliver projects, programs or systems that address community needs

Outcome	* Outcome Description	* Associated Task(s)
3B: Improved administrative processes or infrastructure (e.g., improved cost and participant eligibility verification procedures, instituted new policies and procedures to improve consistency of operations or decision-making, streamlined process steps that reduce application processing times, established new systems for monitoring conditions of assets or obligating funds, implemented new sub-recipient risk assessment and monitoring protocols)	The on-line training modules will improve the use of the Integrated Disbursement and Information System (IDIS) by CDBG grantees who provide HUD with current information regarding the program activities underway across the Nation. This will help provide HUD high quality and timing for reporting to Congress and in monitoring grantees across the five CPD formula grant programs.	Task 2: Develop tools for CDBG grantees

The Good: Key word use "will improve" and "will help" and mentions audience (CDBG grantees). Does not merely describe the training, but illustrates the expected change in ability to use required systems.