### **YOUR ORGANIZATION & SITE**

### **Improvement Plan**

Created: xx-xx-xx

**Goal 1:** Type your first goal here as a SMART statement. Use the YPQA and put a “five” into a statement that you will do.

**Data Measurement items this goal addresses:** List your item number, form, (and page number can be helpful)

**Tasks to help program reach goal:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Specific tasks** | **Person responsible** | **Date** |
| **1** |  |  |  |
| **2** |  |  |  |
| **3** |  |  |  |
| **4** |  |  |  |
| **5** |  |  |  |
| **6** |  |  |  |
| **7** |  |  |  |
| **8** | *Delete or add more lines as necessary…* |  |  |

**Goal 2:** Type your first goal here as a SMART statement. Use the YPQA and put a “five” into a statement that you will do.

**Data Measurement items this goal addresses:** List your item number, form, (and page number can be helpful)

**Tasks to help program reach goal:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Specific tasks** | **Person responsible** | **Date** |
| **1** |  |  |  |
| **2** |  |  |  |
| **3** |  |  |  |
| **4** |  |  |  |
| **5** |  |  |  |
| **6** |  |  |  |
| **7** |  |  |  |
| **8** |  |  |  |

**Goal 3:** Type your first goal here as a SMART statement. Use the YPQA and put a “five” into a statement that you will do.

**Data Measurement items this goal addresses:** List your item number, form, (and page number can be helpful)

**Tasks to help program reach goal:**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Specific tasks** | **Person responsible** | **Date** |
| **1** |  |  |  |
| **2** |  |  |  |
| **3** |  |  |  |
| **4** |  |  |  |
| **5** |  |  |  |
| **6** |  |  |  |
| **7** |  |  |  |
| **8** |  |  |  |

**Other helpful questions**

**Who was on your YPQ Scoring Team?** List names here.

**Why are you focusing on these goals?** Note rationale.

**What have you learned about the process so far that you’d like to remember, or share with the person that has your position in the future?**