**TIME TASK PLAN TEMPLATE**

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| **Goals, Objectives and Activities****(Examples of activities included below. Applicants should feel free to modify.)** | **Responsible Staff** | **Timing [Project Months]**(Frequency) | **Performance Measures** |
| **Outreach to crime victims**directly and via medical care providers, law enforcement, legal system, domestic violence programs, and othercommunity agencies |  |  |  |
| **Clinical evaluations & needs assessments** (including standardized assessments of PTSD and depression symptoms, quality of life, trauma history, andother indicators) |  |  |  |
| **Comprehensive services to crime victims**(outreach, evidence-based, trauma-focused mental health treatment, case management) |  |  |  |
| **Outcomes assessment** (including standardized assessments of PTSD anddepression symptoms, quality of life, service satisfaction, and other indicators) |  |  |  |
| **Data management and quality assurance** |  |  |  |
| **Caseload, productivity and other administrative reports** |  |  |  |
| **Submit data and reports to NJOAG** |  |  |  |

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| **Goals, Objectives and Activities** | **Responsible Staff** | **Timing [Project Months]**(Frequency) | **Performance Measures** |
| **Trainings for law enforcement** |  |  |  |
| **Trainings for community-based organizations and other health care****providers** |  |  |  |
| **Collaborative activities** |  |  |  |
| **Community outreach events** |  |  |  |
| **All-staff meetings** |  |  |  |
| **Data management meetings** |  |  |  |
| **Individual clinical supervision** |  |  |  |
| **Professional development workshops** |  |  |  |
| **Training for social work and psychology interns, medical students, and residents** |  |  |  |