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## PEAR Strategic Action Plan Quarterly Performance Tracker

This document is for agency use only. Do not submit to the Office of Equity unless requested.

Keep this document on file to help your agency prepare and submit its PEAR Annual Performance Report by September 1, 2023 (see Executive Order 22-04 Section 2h).

Utilize quarterly performance review process as best practice to monitor progress towards agency PEAR Strategic Action Plan goals (Executive Order 22-04 Section 2i).

Quarter 1 begins September 1, 2022, the first day of PEAR Strategic Action Plan implementation. Quarter 2 begins December 1, 2022. Quarter 3 begins March 1, 2023. Quarter 4 begins June 1, 2023. Agencies should complete a performance review for each quarter following this schedule.

**Note:** Tracking one (1) outcome measure and one (1) process measure for each PEAR Strategic Action Plan Investment is the **minimum**. You may track more performance measures for each Investment if your agency has the capacity.

### **Quarter 1**

**PEAR Strategic Action Plan Investment 1**

Outcome Measure 1 Data:

Process Measure 1 Data:

**PEAR Strategic Action Plan Investment 2**

Outcome Measure 1 Data:

Process Measure 1 Data:

**PEAR Strategic Action Plan Investment 3**

Outcome Measure 1 Data:

Process Measure 1 Data:

**Questions**

What were the goals for Quarter 1?

* PEAR Strategic Action Plan Investment 1
	+ Outcome Measure 1 Quarter 1 Goal:
	+ Process Measure 1 Quarter 1 Goal:
* PEAR Strategic Action Plan Investment 2
	+ Outcome Measure 1 Quarter 1 Goal:
	+ Process Measure 1 Quarter 1 Goal:
* PEAR Strategic Action Plan Investment 3
	+ Outcome Measure 1 Quarter 1 Goal:
	+ Process Measure 1 Quarter 1 Goal:

Were the goals for the quarter reached? Answer Yes/No

* If yes, what helped the agency reach the goals? How can the goals be more rigorous for next quarter?
* If no, what challenges and/or needs were encountered? How did the agency respond? Should the agency respond differently moving forward?

Can any conclusions be drawn from the performance data? What additional data would be needed to draw conclusions?

Does the PEAR Strategic Action Plan Investment need to be modified in any way to achieve the desired PEAR Outcomes? What did impacted communities/employees/other interested parties suggest?

Do the PEAR Outcome Measures need to be modified in any way to measure the effectiveness of the investment in achieving the desired PEAR Outcome? What did impacted communities/employees/other interested parties suggest?

Do the PEAR Process Measures need to be modified in any way to measure whether investment activities have been accomplished? What did impacted communities/employees/other interested parties suggest?

Does the PEAR Strategic Action Plan Investment still address the needs of people groups and places where the needs are the greatest? Answer Yes/No

* If no, should the agency consider a different PEAR Strategic Action Plan Investment?

### **Quarter 2**

**PEAR Strategic Action Plan Investment 1**

Outcome Measure 1 Data:

Process Measure 1 Data:

**PEAR Strategic Action Plan Investment 2**

Outcome Measure 1 Data:

Process Measure 1 Data:

**PEAR Strategic Action Plan Investment 3**

Outcome Measure 1 Data:

Process Measure 1 Data:

**Questions**

What were the goals for Quarter 2?

* PEAR Strategic Action Plan Investment 1
	+ Outcome Measure 1 Quarter 2 Goal:
	+ Process Measure 1 Quarter 2 Goal:
* PEAR Strategic Action Plan Investment 2
	+ Outcome Measure 1 Quarter 2 Goal:
	+ Process Measure 1 Quarter 2 Goal:
* PEAR Strategic Action Plan Investment 3
	+ Outcome Measure 1 Quarter 2 Goal:
	+ Process Measure 1 Quarter 2 Goal:

Were the goals for the quarter reached? Answer Yes/No

* If yes, what helped the agency reach the goals? How can the goals be more rigorous for next quarter?
* If no, what challenges and/or needs were encountered? How did the agency respond? Should the agency respond differently moving forward?

Can any conclusions be drawn from the performance data? What additional data would be needed to draw conclusions?

Does the PEAR Strategic Action Plan Investment need to be modified in any way to achieve the desired PEAR Outcomes? What did impacted communities/employees/other interested parties suggest?

Do the PEAR Outcome Measures need to be modified in any way to measure the effectiveness of the investment in achieving the desired PEAR Outcome? What did impacted communities/employees/other interested parties suggest?

Do the PEAR Process Measures need to be modified in any way to measure whether investment activities have been accomplished? What did impacted communities/employees/other interested parties suggest?

Does the PEAR Strategic Action Plan Investment still address the needs of people groups and places where the needs are the greatest? Answer Yes/No

* If no, should the agency consider a different PEAR Strategic Action Plan Investment?

### **Quarter 3**

**PEAR Strategic Action Plan Investment 1**

Outcome Measure 1 Data:

Process Measure 1 Data:

**PEAR Strategic Action Plan Investment 2**

Outcome Measure 1 Data:

Process Measure 1 Data:

**PEAR Strategic Action Plan Investment 3**

Outcome Measure 1 Data:

Process Measure 1 Data:

**Questions**

What were the goals for Quarter 3?

* PEAR Strategic Action Plan Investment 1
	+ Outcome Measure 1 Quarter 3 Goal:
	+ Process Measure 1 Quarter 3 Goal:
* PEAR Strategic Action Plan Investment 2
	+ Outcome Measure 1 Quarter 3 Goal:
	+ Process Measure 1 Quarter 3 Goal:
* PEAR Strategic Action Plan Investment 3
	+ Outcome Measure 1 Quarter 3 Goal:
	+ Process Measure 1 Quarter 3 Goal:

Were the goals for the quarter reached? Answer Yes/No

* If yes, what helped the agency reach the goals? How can the goals be more rigorous for next quarter?
* If no, what challenges and/or needs were encountered? How did the agency respond? Should the agency respond differently moving forward?

Can any conclusions be drawn from the performance data? What additional data would be needed to draw conclusions?

Does the PEAR Strategic Action Plan Investment need to be modified in any way to achieve the desired PEAR Outcomes? What did impacted communities/employees/other interested parties suggest?

Do the PEAR Outcome Measures need to be modified in any way to measure the effectiveness of the investment in achieving the desired PEAR Outcome? What did impacted communities/employees/other interested parties suggest?

Do the PEAR Process Measures need to be modified in any way to measure whether investment activities have been accomplished? What did impacted communities/employees/other interested parties suggest?

Does the PEAR Strategic Action Plan Investment still address the needs of people groups and places where the needs are the greatest? Answer Yes/No

* If no, should the agency consider a different PEAR Strategic Action Plan Investment?

### **Quarter 4**

**PEAR Strategic Action Plan Investment 1**

Outcome Measure 1 Data:

Process Measure 1 Data:

**PEAR Strategic Action Plan Investment 2**

Outcome Measure 1 Data:

Process Measure 1 Data:

**PEAR Strategic Action Plan Investment 3**

Outcome Measure 1 Data:

Process Measure 1 Data:

**Questions**

What were the goals for Quarter 4?

* PEAR Strategic Action Plan Investment 1
	+ Outcome Measure 1 Quarter 4 Goal:
	+ Process Measure 1 Quarter 4 Goal:
* PEAR Strategic Action Plan Investment 2
	+ Outcome Measure 1 Quarter 4 Goal:
	+ Process Measure 1 Quarter 4 Goal:
* PEAR Strategic Action Plan Investment 3
	+ Outcome Measure 1 Quarter 4 Goal:
	+ Process Measure 1 Quarter 4 Goal:

Were the goals for the quarter reached? Answer Yes/No

* If yes, what helped the agency reach the goals? How can the goals be more rigorous for next quarter?
* If no, what challenges and/or needs were encountered? How did the agency respond? Should the agency respond differently moving forward?

Can any conclusions be drawn from the performance data? What additional data would be needed to draw conclusions?

Does the PEAR Strategic Action Plan Investment need to be modified in any way to achieve the desired PEAR Outcomes? What did impacted communities/employees/other interested parties suggest?

Do the PEAR Outcome Measures need to be modified in any way to measure the effectiveness of the investment in achieving the desired PEAR Outcome? What did impacted communities/employees/other interested parties suggest?

Do the PEAR Process Measures need to be modified in any way to measure whether investment activities have been accomplished? What did impacted communities/employees/other interested parties suggest?

Does the PEAR Strategic Action Plan Investment still address the needs of people groups and places where the needs are the greatest? Answer Yes/No

* If no, should the agency consider a different PEAR Strategic Action Plan Investment?