

# **Tracking Milestones to Achieve Completion**

Success with early milestones is the pathway to achieving robust completion.

## Participant Engagement

#### **POTENTIAL ENROLLEE**

Person who may be interested, eligible, and/or available for your services

#### **READY TO ENROLL**

Person who is interested, eligible, and available

#### **ENROLLED**

Person who completes your enrollment process and also completes the nFORM Applicant Characteristics Survey

### **INITIAL ATTENDEE**

Client who attends at least one primary workshop session







% of PWHs\*

**HALFWAY ATTENDEE** 

COMPLETED

% of PWHs

FULLY FINISHED

100

% of PWHs

<sup>\*</sup>PWHs = Primary Workshop Hours. The primary workshop is a curriculum-based workshop that all participants are expected to attend, and ultimately complete. A project's primary workshop(s) and associated hours must (collectively, in the case of multiple workshops) address all FOA requirements and outcomes.

