



Appendix B: AmeriCorps Seniors Foster Grandparent Program Performance Measure Instructions

AmeriCorps Seniors
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This document explains specific performance measure instructions for the AmeriCorps Seniors Foster Grandparent Program and applies to continuation and competition applications. It contains the menu of available service activities and output and outcome measures, with additional information on how to use each of them. This document should be used in tandem with the Notice of Funding Opportunity and the Grant Application Instructions.

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AmeriCorps Seniors Foster Grandparent Program Work Plan Requirements

- **Beneficiary:** The person or entity receiving services from AmeriCorps Seniors volunteers. Depending on the service activity, the beneficiary could be a student, an older adult, a family, an organization, a house, a mile of trail or river, etc. Each beneficiary can be included in only one work plan, regardless of whether they are receiving services under multiple work plans. The beneficiary should be counted in the work plan where they receive the most services based on hours or intensity of service.
- **Maximum Cost per Volunteer Service Year (VSY) in Outcome Assignments:** For every \$9,000 in federal funding, at least one Volunteer Service Year (VSY) must be placed in a work plan that results in national performance measure outcomes in the Education focus area. VSYs are entered in the “anticipated unduplicated volunteer” field in the Performance Measure Module in eGrants.
 - **Example:** \$90,000 of federal funding divided by \$9,000 equals a minimum of 10 VSYs placed into outcome-based work plans in the Education focus area.
- **National Performance Measures:** Every national performance measure output must be paired with a single outcome. For each work plan, applicants must select one output and one of the associated outcomes. While beneficiaries may receive the benefits associated with more than one available outcome, only one outcome may be selected for each beneficiary. Other Community Priorities work plans are not considered outcome-based work plans.
- **Other Available Measures and Other Community Priorities:** Once applicants have placed one VSY per \$9,000 in federal funding in an outcome-based work plan in the Education focus area, all remaining VSYs may be placed in work plans in the Education, Economic Opportunity, Healthy Futures, or Other Community Priorities focus areas.
- **Primary Focus Area:** The AmeriCorps Seniors Foster Grandparent Program’s primary focus area is **Education**.
- **Rounding VSYs:** Common arithmetic rules should be used to determine how to round VSYs when calculating the total number of VSYs to place in outcome-based work plans and when entering them in the “anticipated unduplicated volunteer” field in eGrants. One VSY equals 1,044 hours of service. Applicants should round to the nearest whole number.
 - **Example #1:** A Foster Grandparent Program applicant with \$93,000 in federal funding would require 10.3 VSYs in outcome-based work plans in the Education focus area. Since 10.3 is less than 10.5, this would be rounded down to 10 VSYs in outcome-based work plans in the Education focus area.

In contrast, an applicant with \$178,000 in federal funding would require 19.8 VSYs in outcome-based work plans in the Education focus area. They would round up and place 20 VSYs in outcome-based work plans in the Education focus area.

- **Example #2:** An AmeriCorps Seniors Foster Grandparent Program applicant anticipates that volunteers will spend 8,500 hours in service under one work plan. This would equal 8.1 VSUs (8,500 divided by 1,044), which would round down to 8 VSUs.

In contrast, the applicant anticipates that volunteers will spend 4,000 in hours in service under a second work plan. This would equal 3.8 VSUs (4,000 divided by 1,044), which would round up to 4 VSUs.

- **Service Activity:** A category and description of what the AmeriCorps Seniors volunteers will be doing. Applicants must assign a Service Activity to each work plan. The list of Service Activities will appear after they have selected an objective and an output. Applicants choose the category that best fits the work they are doing. Sample activities that may fall under each Service Activity are included in this document. In the Service Activity Description, the applicant should define the service activity and show how it relates to the category they selected.
- **Supplemental Stipend:** Grantee share that increases the stipend dollar amount for all volunteers in service. **Note:** This does not impact the VSU level or work plans.
- **Volunteer Service Years:** VSUs are calculated by taking the number of hours volunteers will serve and dividing by 1,044. To complete work plans in eGrants, Foster Grandparent Program applicants must enter the VSUs into the "anticipated unduplicated volunteer" field.
 - **Example:** A Foster Grandparent Program applicant expects their volunteers will serve a total of 10,440 hours. This equals 10 VSUs (10,440 divided by 1,044).
- **Work Plans:** All VSUs must be placed in work plans. Work plans must meet the maximum cost per VSU requirement.

Complete List of AmeriCorps Seniors Foster Grandparent Program National Performance Measures

The following sections outline the notes, selection rules, definitions, and data collection information for each focus areas. The selection rules specify allowable output/outcome pairings and service activities for national performance measures. Applicants must follow these selection rules when creating their work plans. Applicants may only select the national performance measures that appear in this list. Note: eGrants may list additional national performance measures which are not applicable to the AmeriCorps Seniors Foster Grandparent Program. Please see the Notice of Funding Opportunity for additional information about application requirements.

Applicants who experience issues finding the appropriate measures in the Performance Measure Module of eGrants should ensure that the objectives of the measures they would like to use are marked in the “Objective” tab. Then, in the “Performance Measure” tab, that the “Other” category in “Select Category Title” is selected. More detailed instructions are included in the [AmeriCorps Seniors Grant Application Instructions](#).

Primary Focus Area: Education

Notes

- These performance measures are intended to measure the impact of activities that support and/or facilitate access to services and resources that contribute to improved educational outcomes for economically disadvantaged people, especially children.
- These activities must be carried out by AmeriCorps Seniors volunteers or by volunteers directly recruited and/or supported by AmeriCorps Seniors volunteers.
- All individuals counted under these measures must be program beneficiaries, not AmeriCorps Seniors volunteers.

Selection Rules

Objective	Output	Outcome	Service Activity
School Readiness	ED1A: Number of individuals served	ED23A: Number of children demonstrating gains in school readiness	<ul style="list-style-type: none"> • Classroom Teaching • Family Involvement • Mentoring • Out-of-School Time • Service Learning • Social and Emotional Support • Summer Learning • Tutoring • Other Classroom Support
K-12 Success	ED1A: Number of individuals served	<p>ED5A: Number of students with improved academic performance</p> <p>ED6: Number of students with increased attendance</p> <p>ED7A: Number of students with decreased disciplinary incidents (referrals, suspensions, expulsions, criminal or gang involvement)</p> <p>ED9: Number of students graduating from high school on time</p> <p>ED10: Number of students enrolling in post-secondary education/training</p> <p>ED27C: Number of students with improved academic engagement or social-emotional skills</p>	<ul style="list-style-type: none"> • Classroom Teaching • Family Involvement • Mentoring • Opioid/Drug Intervention • Out-of-School Time • Service Learning • Social and Emotional Support • Summer Learning • Tutoring • Other Classroom Support

Objective	Output	Outcome	Service Activity
Post-HS Education Support	ED1A: Number of individuals served	ED11: Number of individuals earning a post-secondary degree or technical certification ED27C: Number of students with improved academic engagement or social-emotional skills	<ul style="list-style-type: none"> • Family Involvement • Mentoring • Service Learning • Summer Learning • Tutoring

Definitions and Data Collection

Applicants that select output ED1A may select outcome ED5A, ED6, ED7A, ED9, ED10, ED11, ED23A, or ED27C.

ED1A (output)	Number of individuals served
Definition of Key Terms	<p>Individuals: recipients of AmeriCorps-supported services related to education; may include students enrolled in grades K-12, out-of-school youth, preschool age children, and/or individuals pursuing post-secondary education</p> <p>Served: substantive engagement of individuals with a specific education-related goal in mind. Cannot consist solely of mass dissemination of information such as email blasts, social media posts, or distributing pamphlets.</p>
How to Measure/Collect Data	Tracking mechanism that ensures an unduplicated count of individuals who have received services

ED5A (outcome)	Number of students with improved academic performance
Definition of Key Terms	<p>Students: those reported in ED1A</p> <p>Improved academic performance: an improved demonstration of skill or knowledge in one or more academic subjects</p>
How to Measure/Collect Data	Standardized test, report card grade, or other instrument capable of measuring changes in academic performance at the individual beneficiary level. When possible, pre-post assessments should be used.

ED6 (outcome)	Number of students with increased school attendance
Definition of Key Terms	Students: those reported in ED1A Increased school attendance: higher rate of presence and/or on-time arrival at school as compared to a previous comparable time period
How to Measure/Collect Data	School/district/classroom attendance records or other instrument capable of measuring changes in attendance at the individual beneficiary level

ED7A (outcome)	Number of students with decreased disciplinary incidents (referrals, detentions, suspensions/expulsions, criminal or gang involvement, etc.)
Definition of Key Terms	Students: those reported in ED1A Decreased disciplinary incidents: lower rate of incidents as compared to a previous comparable time period
How to Measure/Collect Data	School/district/classroom records, police records, or other instrument capable of measuring changes in disciplinary incidents at the individual beneficiary level

ED9 (outcome)	Number of students graduating from high school on time with a diploma
Definition of Key Terms	Students: those reported in ED1A On Time: Within four years of starting 9th grade
How to Measure/Collect Data	Preferred method is school/district graduation records for student beneficiaries. Beneficiary self-reports may also be used.

ED10 (outcome)	Number of students enrolling in post-secondary education or training
Definition of Key Terms	Students: those reported in ED1A Post-secondary education or training may include two- or four-year college programs or occupational/vocational programs Enrolling: means matriculating as a full-time or part-time student
How to Measure/Collect Data	Preferred method is registration records that confirm student enrollments. Beneficiary self-reports may also be used.

ED11 (outcome)	Number of students earning a post-secondary degree
Definition of Key Terms	<p>Students: those reported in ED1A or V1, V7A, V8</p> <p>Degree: may include an associate degree from an accredited academic program or an occupational or vocational program; a bachelor’s degree (ex., BA, BS); a master’s degree (ex.: MA, MS, MEng, MEd, MSW); a professional school degree (ex.: MD, DDS, DVM); or a doctorate degree (ex.: PhD, EdD)</p>
How to Measure/Collect Data	Preferred method is registration records that confirm degree was earned. Beneficiary self-reports may also be used.
Note	Programs may only select this measure if they are able to collect data during a one-year grant period.

ED23A (outcome)	Number of children demonstrating gains in school readiness
Definition of Key Terms	<p>Children: those reported in ED1A</p> <p>School readiness: Preparation for Kindergarten which includes multiple indicators assessed across developmental and behavioral domains including but not limited to physical well-being, health and motor development, social and emotional development, approaches to learning, language development, cognitive development, and age-appropriate academic skills and behavior.</p>
How to Measure/Collect Data	Teacher observation, standardized test, or other instrument capable of measuring changes in school readiness at the individual beneficiary level. When possible, pre-post assessments should be used.

ED27C (outcome)	Number of students with improved academic engagement or social and emotional skills
Definition of Key Terms	<p>Students: those reported in ED1A</p> <p>Improved academic engagement or social and emotional skills: A positive change in student skills, attitude, and/or mindset that is likely to contribute to increased educational success. May include increased interest in school, improved perspective on school climate, increased attachment to school, and/or increased educational aspirations.</p>
How to Measure/Collect Data	Survey, observation, or other instrument capable of measuring changes in academic engagement or social and emotional skills at the individual beneficiary level. When possible, pre-post assessments should be used.
Note	Academic or behavioral improvements counted under ED5A, ED6, or ED7A cannot also be counted under this measure

Service Activities under Education

Service Activity Category	Volunteer activities could include but are not limited to:
Classroom Teaching	Providing support to the course instructor and helping teachers by supervising activities and working with children to foster a positive learning environment for students; not being a full-time classroom teacher
Family Involvement	Engaging family members in a student's academic progress
Mentoring	Building a one-on-one relationship with a student to offer guidance and support
Opioid/Drug Intervention	Preventing opioid or drug use among students, supporting students who have family members using substances, or supporting students in recovery
Out-of-School Time	Leading or coordinating before- or after-school activities
Service Learning	Leading or coordinating experiential learning activities
Social and Emotional Support	Helping students build social and emotional skills
Summer Learning	Leading or coordinating summer educational activities
Tutoring	Working one-on-one with a student
Other Classroom Support	Providing other support in the classroom

Focus Area: Economic Opportunity

Notes

- These performance measures are intended to measure the impact of activities that support and/or facilitate access to services and resources that contribute to the improved economic well-being and security of economically disadvantaged people.
- These activities must be carried out by AmeriCorps Seniors volunteers or by volunteers directly recruited and/or supported by AmeriCorps Seniors volunteers.
- All individuals counted under these measures must be program beneficiaries, not AmeriCorps Seniors volunteers.

Selection Rules

Objective	Output	Outcome	Service Activity
Employment	O1A: Number of individuals served	O10: Number of individuals who secure employment O21: Number of individuals with improved job readiness	<ul style="list-style-type: none"> • GED Education • Job Placement • Job Training • Other Adult Education

Definitions and Data Collection

*Applicants that select output O1A may select outcome O10, **or** O21.*

O1A (output)	Number of individuals served
Definition of Key Terms	<p>Individuals: recipients of AmeriCorps-supported services related to disaster preparedness, response, recovery, and/or mitigation</p> <p>Served: substantive engagement of individuals with a specific goal in mind related to economic opportunity. Cannot consist solely of mass dissemination of information such as email blasts, social media posts, or distributing pamphlets.</p>
How to Measure/Collect Data	Tracking mechanism that ensures an unduplicated count of individuals who have received services

O10 (outcome)	Number of individuals who secure employment
Definition of Key Terms	<p>Individuals: those reported in measure O1A or V1, V7A, V8</p> <p>Secure employment: individual is hired in a new job as a result of AmeriCorps-supported services provided; individual may have been previously working in a different job or previously unemployed</p>
How to Measure/Collect Data	Preferred method is a copy of acceptance letter from employer or copy of first pay stub. Beneficiary self-reports may also be used.

O21 (outcome)	Number of individuals with improved job readiness
Definition of Key Terms	Individuals: those reported in measure O1A or V1, V7A, V8 Improved job readiness: increased knowledge or skills related to seeking, obtaining, or successfully retaining a job.
How to Measure/Collect Data	Survey, interview, observation, or other instrument capable of measuring changes in job readiness at the individual beneficiary level. When possible, pre-post assessments should be used.

Service Activities under Economic Opportunity

Service Activity Category	Volunteer activities could include but are not limited to:
GED Education	Helping individuals earn a General Education Diploma (GED)
Job Placement	Helping individuals find and secure employment
Job Training	Leading or facilitating activities related to job skill development, including upskilling or reskilling to help people enter a new career or reenter the workforce
Other Adult Education	Leading or facilitating activities related to adult education topics beyond GED education

Focus Area: Healthy Futures

Notes

- These performance measures are intended to measure the impact of activities that meet health needs within communities including access to care, aging in place, and addressing childhood obesity.
- These activities must be carried out by AmeriCorps Seniors volunteers or by volunteers directly recruited and/or supported by AmeriCorps Seniors volunteers.
- All individuals counted under these measures must be program beneficiaries, not AmeriCorps Seniors volunteers.
- The legacy performance measure of H15A and service activity Disability Inclusion are no longer available for the Foster Grandparent Program. Applicants may serve people with developmental disabilities but should choose outcomes and service activities for these work plans from the selection rules below.

Selection Rules

Objective	Output	Outcome	Service Activity
Obesity & Food	H4A: Number of individuals served	<p>H12: Number of individuals who report increased food security</p> <p>H17: Number of individuals with increased health knowledge</p> <p>H18: Number of individuals reporting a change in behavior or intent to change behavior to improve their health</p> <p>H19: Number of individuals with improved health</p>	<ul style="list-style-type: none"> • Counseling/ Coaching • Education/Training • Medical Services • Nutrition/Food Support • Opioid/Drug Intervention • Outreach • Physical Activities • Referrals
Access to Care	H4A: Number of individuals served	<p>H17: Number of individuals with increased health knowledge</p> <p>H18: Number of individuals reporting a change in behavior or intent to change behavior to improve their health</p> <p>H19: Number of individuals with improved health</p> <p>H20: Number of individuals with improved access to medical care</p>	<ul style="list-style-type: none"> • Counseling/ Coaching • Education/Training • Medical Services • Opioid/Drug Intervention • Outreach • Referrals

Definitions and Data Collection

Applicants that select output H4A may select outcome, H12, H17, H18, H19, or H20.

H4A (output)	Number of individuals served
Definition of Key Terms	<p>Individuals: recipients of AmeriCorps-supported services related to improving health- related outcomes</p> <p>Served: substantive engagement of individuals with a specific health- related goal in mind. Cannot consist solely of mass dissemination of information such as email blasts, social media posts, or distributing pamphlets.</p>
How to Measure/Collect Data	Tracking mechanism that ensures an unduplicated count of individuals who have received services

H12 (outcome)	Number of individuals who report increased food security
Definition of Key Terms	<p>Individuals: those reported in H4A or V1, V7A, V8</p> <p>Food security: Access, at all times, to enough food for an active, healthy life. Food security includes at a minimum: (1) the ready availability of nutritionally adequate and safe foods, and (2) an assured ability to acquire acceptable foods in socially acceptable ways (that is, without resorting to emergency food supplies, scavenging, stealing, or other coping strategies). [USDA]</p>
How to Measure/Collect Data	Survey, interview, caseworker assessment, or other instrument capable of measuring changes in food security at the individual beneficiary level. When possible, pre-post assessments should be used.

H17 (outcome)	Number of individuals with increased health knowledge
Definition of Key Terms	Individuals: those reported in H4A or V1, V7A, V8
How to Measure/Collect Data	Survey, test, or other instrument capable of measuring changes in knowledge at the individual beneficiary level. When possible, pre-post assessments should be used.

H18 (outcome)	Number of individuals reporting a change in behavior or intent to change behavior to improve their health
Definition of Key Terms	Individuals: those reported in H4A or V1, V7A, V8
How to Measure/Collect Data	Survey, interview, or other instrument capable of measuring changes in behavior at the individual beneficiary level. When possible, pre-post assessments should be used.

H19 (outcome)	Number of individuals with improved health
Definition of Key Terms	Individuals: those reported in H4A or V1, V7A, V8
How to Measure/Collect Data	Assessment by a healthcare professional, survey, or other instrument capable of measuring changes in health condition at the individual beneficiary level. When possible, pre-post assessments should be used.

H20 (outcome)	Number of individuals with improved access to medical care
Definition of Key Terms	Individuals: those reported in H4A or V1, V7A, V8
How to Measure/Collect Data	Survey, interview, caseworker assessment, or other instrument capable of measuring changes in healthy care access at the individual beneficiary level. When possible, pre-post assessments should be used.

Service Activities under Healthy Futures

Service Activity Category	Volunteer activities could include but are not limited to:
Counseling/Coaching	Working with individuals to improve their health, including support groups or one-on-one peer and family support
Education/Training	Leading or facilitating sessions for community members to improve knowledge or develop a new skill or behavior
Medical Services	Providing or facilitating access to medical or preventive health services, including physical health, mental health, behavioral health, specialty care, etc.
Nutrition/Food Support	Educating people about nutrition and food or increasing access to food
Opioid/Drug Intervention	Preventing or treating opioid or drug use, supporting people who have family members using substances, or supporting people in recovery

Service Activity Category	Volunteer activities could include but are not limited to:
Outreach	Bringing services or information to people who might not otherwise have access
Physical Activities	Leading or coordinating activities involving physical movement or exercise
Referrals	Connecting individuals to services, including care coordination or system navigation. May include connecting to services related to social determinants of health.

Focus Area: Other Community Priorities

Notes

- Community priority work plans ensure that AmeriCorps Seniors Foster Grandparent Programs can continue to engage in appropriate service activities that may not necessarily lead to national performance measure outcomes but do support the intent of the authorizing legislation.
- This work plan is designed to ensure that an activity supported by appropriated funds is represented in the grant application while minimizing data collection burden.
- The output target for the Other Community Priorities work plan should be "1." No outcome is needed.
- These activities must be carried out by AmeriCorps Seniors volunteers or by volunteers directly recruited and/or supported by AmeriCorps Seniors volunteers.
- All individuals counted under these measures must be program beneficiaries, not AmeriCorps Seniors volunteers.

Selection Rules

Objective	Output	Outcome	Service Activity
Other	SC1: Grantee met their target for community priority activity (Yes/No)	None	<ul style="list-style-type: none"> • None

Definitions and Data Collection

SC1 (output)	Yes/No met all Applicant-Determined Community Priority Service Activity Targets
Definition of Key Terms	<p>Community Priority Service Activity:</p> <ol style="list-style-type: none"> 1. Service activity conducted by AmeriCorps Seniors volunteers that may not necessarily lead to outcomes but: <ol style="list-style-type: none"> a. Provides opportunities for senior service to meet unmet local and state needs; b. Empowers people 55 years of age or older to contribute to their communities through service, enhance the lives of those who serve and those whom they serve, and provide communities with valuable services; and c. Provides opportunities for people 55 years of age or older to share their knowledge, experiences, abilities, and skills for the betterment of their communities and themselves. 2. Community priority service activities shall not include any prohibited activities. <p>Applicant- Determined Community Priority Service Activity Targets: Target goals for Community Priority service activity that are identified by the program. Unlike national performance measure outputs, these targets are not reported to AmeriCorps. Instead, grantees will report yes/no that they have achieved the target goals for all their Community Priority service activities.</p>
How to Measure/Collect Data	Not applicable for this output

Change Log

This table lists all changes made to this document since September 2020.

Date	Change(s)
October 2023	<ul style="list-style-type: none"> Updated cost per unduplicated volunteer calculations.
January 2025	<ul style="list-style-type: none"> A few cosmetic updates were made to the document. Changed "national service participants" to "AmeriCorps Seniors volunteers" for clarity throughout the document. Changed "unduplicated volunteers" to "Volunteer Service Years" for clarity throughout the document. Added definition of "service activity" (see <i>AmeriCorps Seniors Foster Grandparent Program Work Plan Requirements</i>). Added definition of "supplemental stipend" (see <i>AmeriCorps Seniors Foster Grandparent Program Work Plan Requirements</i>). Added objective Post-HS Education Support and its output, outcomes, and service activities to the Selection Rules for Primary Focus Area: Education. Added an item in the Notes for Focus Area: Healthy Futures explaining the removal of the legacy performance measure outcome H15A and the service activity Disability Inclusion Removed outcome H15A and service activity Disability Inclusion from the Selection Rules in Focus Area: Healthy Futures. Removed COVID-19 Performance Measure Resources. Added examples of activities under the service activities for each Focus Area. Reorganized document to group all sections for each Focus Area together. Arranged the service activities in alphabetical order throughout the document.