



Appendix B: AmeriCorps Seniors Senior Companion Program Performance Measure Instructions

AmeriCorps Seniors
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This document explains specific performance measure instructions for the AmeriCorps Seniors Senior Companion 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 Senior Companion 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 Aging in Place objective of the Healthy Futures 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 Aging in Place objective of the Healthy Futures 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 Community Priorities:** Once applicants have placed one VSY per \$9,000 in federal funding in an outcome-based work plan in the Aging in Place objective of the Healthy Futures focus area, all remaining VSYs may be placed in work plans in the Healthy Futures or Other Community Priorities focus areas.
- **Primary Focus Area:** The AmeriCorps Seniors Senior Companion Program’s primary focus area is **Healthy Futures**.
- **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 Senior Companion Program applicant with \$93,000 in federal funding would require 10.3 VSYs in outcome-based work plans in the Aging in Place objective of the Healthy Futures 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 Aging in Place objective of the Healthy Futures focus area. They would round up and place 20 unduplicated

volunteers in outcome-based work plans in the Aging in Place objective of the Healthy Futures focus area.

- **Example #2:** A Senior Companion 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, Senior Companion Program applicants must enter the VSUs into the "anticipated unduplicated volunteer" field.
 - **Example:** A Senior Companion 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 Senior Companion Program National Performance Measures

The following sections outline the notes, selection rules, definitions, and data collection information for each focus area. 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 that are not applicable to the AmeriCorps Seniors Senior Companion 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: 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 Senior Companion Program. As a result, the Access to Care objective is no longer eligible for Senior Companion Program projects. Applicants may serve people with developmental disabilities under the Aging in Place objective but should choose outcomes and service activities for these work plans from the selection rules below.

Selection Rules

Objective	Output	Outcome	Service Activity
Aging in Place	H4A: Number of individuals served	<p>H9A: Number of individuals who report having increased social support or improved capacity for independent living</p> <p>H14: Number of caregivers of older adults and individuals with disabilities who reported having increased social support</p>	<ul style="list-style-type: none"> • Companionship • Counseling/ Coaching • Elder Justice: Fraud and Scam Prevention • Legal Services • Medical Services • Nutrition/Food Support • Opioid/Drug Intervention • Referrals • Respite Services • Transportation

Definitions and Data Collection

Applicants that select output H4A may select outcome H9A or H14.

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

H9A (outcome)	Number of individuals who report having increase social support or improved capacity for independent living
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 social support or perceived social support and/or independent living capacity at the individual beneficiary level. When possible, pre-post assessments should be used. AmeriCorps has a mandatory survey instrument for the Senior Companion Program and recommends its use for AmeriCorps Seniors RSVP: AmeriCorps Independent Living Survey .

H14 (outcome)	H14: Number of caregivers of older adults and individuals with disabilities who reported having increased social support
Definition of Key Terms	Individuals: those reported in H4A or V1, V7A, V8 Older Adults: Individuals aged 65 or older Respite Services: Services that provide temporary relief from the stresses of caregiving by providing short term assistance to and adult who is the primary caregiver for another person. Social ties/perceived social support: Relationships with other people and or the belief that these people will offer (or have offered) effective help during times of needs.
How to Measure/Collect Data	Programs should collect data for this measure from 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. AmeriCorps has a mandatory survey instrument for the Senior Companion Program and recommends its use for RSVP: AmeriCorps Seniors Respite Care Performance Measure Survey .

Service Activities under Healthy Futures

Service Activity Category	Volunteer activities could include but are not limited to:
Companionship	Socializing, interacting, or visiting with people at risk for isolation or loneliness
Counseling/Coaching	Working with individuals to improve their health, including support groups or one-on-one peer and family support

Service Activity Category	Volunteer activities could include but are not limited to:
Elder Justice: Fraud and Scam Prevention	Helping individuals identify warning signs of fraud and scams, avoid risks, and understand steps to take if fraud or a scam is suspected
Legal Services	Providing or facilitating access to legal services
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
Referrals	Connecting individuals to services, including care coordination or system navigation. May include connecting to services related to social determinants of health.
Respite Services	Providing short-term relief for caregivers
Transportation	Providing or facilitating access to transportation

Focus Area: Other Community Priorities

Notes

- Community Priority work plans ensure that AmeriCorps Seniors Senior Companion 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"> Service activity conducted by AmeriCorps Seniors volunteers that may not necessarily lead to outcomes but: <ol style="list-style-type: none"> Provides opportunities for senior service to meet unmet local and state needs; 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 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. 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 2018.

Date	Change(s)
October 2018	<ul style="list-style-type: none"> • The Appendix now provides clarification on how applicants should properly round unduplicated volunteers in National Performance Measure Work Plans. • Minor edits were made to the Other Community Priority notes.
September 2019	<ul style="list-style-type: none"> • A few cosmetic updates were made to the document • Instructions on what to select, should performance measure options be missing in eGrants were added (pg. 3) • A link to the Senior Corps Independent Living and Respite Care Performance Measure Surveys were added to measures H9A and H14 (pg. 4)
March 2020	<ul style="list-style-type: none"> • Update to the cost per VSY threshold from \$6,000 to \$6,500. Updated threshold is effective as of April 1, 2020.
October 2020	<ul style="list-style-type: none"> • Updated branding of CNCS to AmeriCorps, Senior Corps to AmeriCorps Seniors and Senior Companion Program volunteers to AmeriCorps Seniors Volunteers.
September 2021	<ul style="list-style-type: none"> • Updated Unduplicated volunteer section and added COVID-19 resources. • Added Independent Living Survey and Respite Survey.
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 Senior Companion Program Work Plan Requirements</i>). • Added description of "supplemental stipend" (see <i>AmeriCorps Seniors Senior Companion Program Work Plan Requirements</i>).

Date	Change(s)
	<ul style="list-style-type: none"> • Added Counseling/Coaching and Referrals service activities to the Selection Rules for the Aging in Place objective under the Primary Focus Area: Healthy Futures. • Added an item in the Notes for Focus Area: Healthy Futures explaining the removal of the Access to Care objective, the legacy performance measure outcome H15A, and the service activity Disability Inclusion. • Removed the objective Access to Care from the Selection Rules in Primary 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.