AmeriCorps Seniors

Foster Grandparent Program: National Performance Measures and Work Plans

Fiscal Year 2024

Agenda

- Important Dates & Contact Information
- Key Terms
- Funding Priorities & Primary Focus Area
- Selection Criteria: Work Plan & Performance Measures
- Selecting National Performance Measures & Developing Work Plans
- Applicant Training and Technical Assistance
- Recap & Knowledge Check
- Q&A

Important Dates

Applications are due no later than **Thursday, February 1, 2024, by 5:00 p.m. Eastern Time.**

Successful applicants will be issued awards by **June 2024**.

Successful applicants will be notified by **April 2024**.

Contact Information

For questions related to this funding opportunity, contact
FGPSCPReplacement@americorps.gov.

For details on this opportunity and to see other opportunities available through AmeriCorps, visit the AmeriCorps [Funding Opportunities](#) website.

Poll #1

Question 1:
Did you attend our last live event, **Tour of the Notice of Funding Opportunity – Selection Criteria**?

Question 2:
Have you accessed the training and technical assistance resources and webinars on the funding opportunity webpage?

Poll #2

How confident do you feel in your current level of knowledge relating to **National Performance Measures and Work Plans**?

5- Very Confident

4- Confident

3- Neutral/Not sure

2- Not confident

1- Not very confident

Key Terms

1. **Focus Area:** One of a set of 6 core priority issue areas identified in the Serve America Act where AmeriCorps focuses on national service and measures its impact.
2. **Geographic Service Area:** The counties in which volunteer stations are located and services are provided.
3. **Sponsor:** A public agency or private non-profit organization, either secular or faith-based, that receives AmeriCorps Senior program funding and is legally responsible for stewarding grant funds. ***Also referred to as grantees***.
4. **Volunteer Service Year:** Equal to 1,044 hours of volunteer service activity per year. The standardized stipend cost per **VSY** is calculated by multiplying the number of hours served by the current cost per hour for the stipend (1,044 hours x $4.00 per hour). VSYs are also used in the performance measures module in eGrants to complete work plans.
5. **Volunteer Station:** A public agency, secular or faith-based private non-profit organization, or proprietary health care organization that accepts the responsibility for assignment and supervision of AmeriCorps Seniors volunteers.
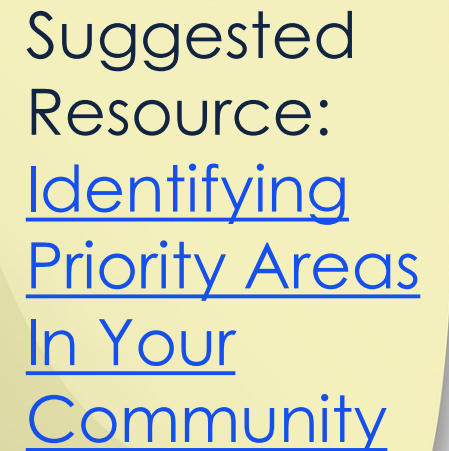
Key Terms, continued

6. **Outcomes:** A type of measure that indicates progress toward achieving the intended result of a program, which usually represents a change in the situation of beneficiaries of service, such as gains in school readiness or number of students enrolling in post-secondary education/training, due to the volunteers and their service. I.e., **longer term, permanent change, or improvement expected in the community**.

7. **Outputs:** A type of measure that tabulates, calculates, or records the actual number of services (e.g., people served, products created, programs developed) or products delivered by a program, such as students receiving tutoring. i.e., **immediate results of the volunteers' service in the community**.

8. **Performance Measures:** A set of standardized outputs and outcomes to help grantees and AmeriCorps track the impact of national service.

9. **Service Activity:** The service performed by AmeriCorps Seniors volunteers that supports an identified community need and aligns with AmeriCorps Seniors funding priorities and focus areas. i.e., **what the AmeriCorps volunteers are doing with beneficiaries**.

10. **Work Plan:** A plan that shows how the project will address a specified community need. Includes a description of the community need and AmeriCorps Seniors volunteer service activities, the chosen performance measures, and how the impact of service activities will be measured.

Funding Priorities and Primary Focus Area

Primary Focus Area and Funding Priorities

- The Foster Grandparent Program focuses on **Education**.

- Priority consideration* will be given to:
  - Programs focused on early learning and those that prepare AmeriCorps Seniors volunteers to enter early learning careers.
  - Efforts to help local communities continue to recover from the COVID-19 Pandemic through focused education efforts to address learning loss.

*To receive priority consideration, applicants must show that the priority area is a **significant** part of the program focus and intended outcomes and must include a high-quality program design.

Suggested Resource: Identifying Priority Areas In Your Community

AmeriCorps Funding Opportunities website.

Funding Priorities

Primary Focus Areas and Funding Priorities

- Organizations leading service in communities with **concentrated poverty**, **rural** communities, **tribal** communities, and those organizations **serving historically underrepresented and underserved individuals**, including but not limited to communities of color, immigrants and refugees, people with disabilities, people who identify as part of the LGBTQIA+ community, and religious minorities.

- Projects that propose to serve states listed in **Appendix A: Priority States and Territories**.

- Organizations that serve people with **arrest and conviction records** and provide **meaningful reentry opportunities**.

- Programs that support **civic bridgebuilding projects** (meaning projects that foster respect among diverse communities, strengthen relationships across lines of difference, forge a sense of common civic purpose, and seek to solve a community program and diminish polarization) and provide training in civic bridgebuilding skills and techniques to AmeriCorps Seniors volunteers.

Appendix A: Priority States and Territories

Primary Focus Areas and Funding Priorities
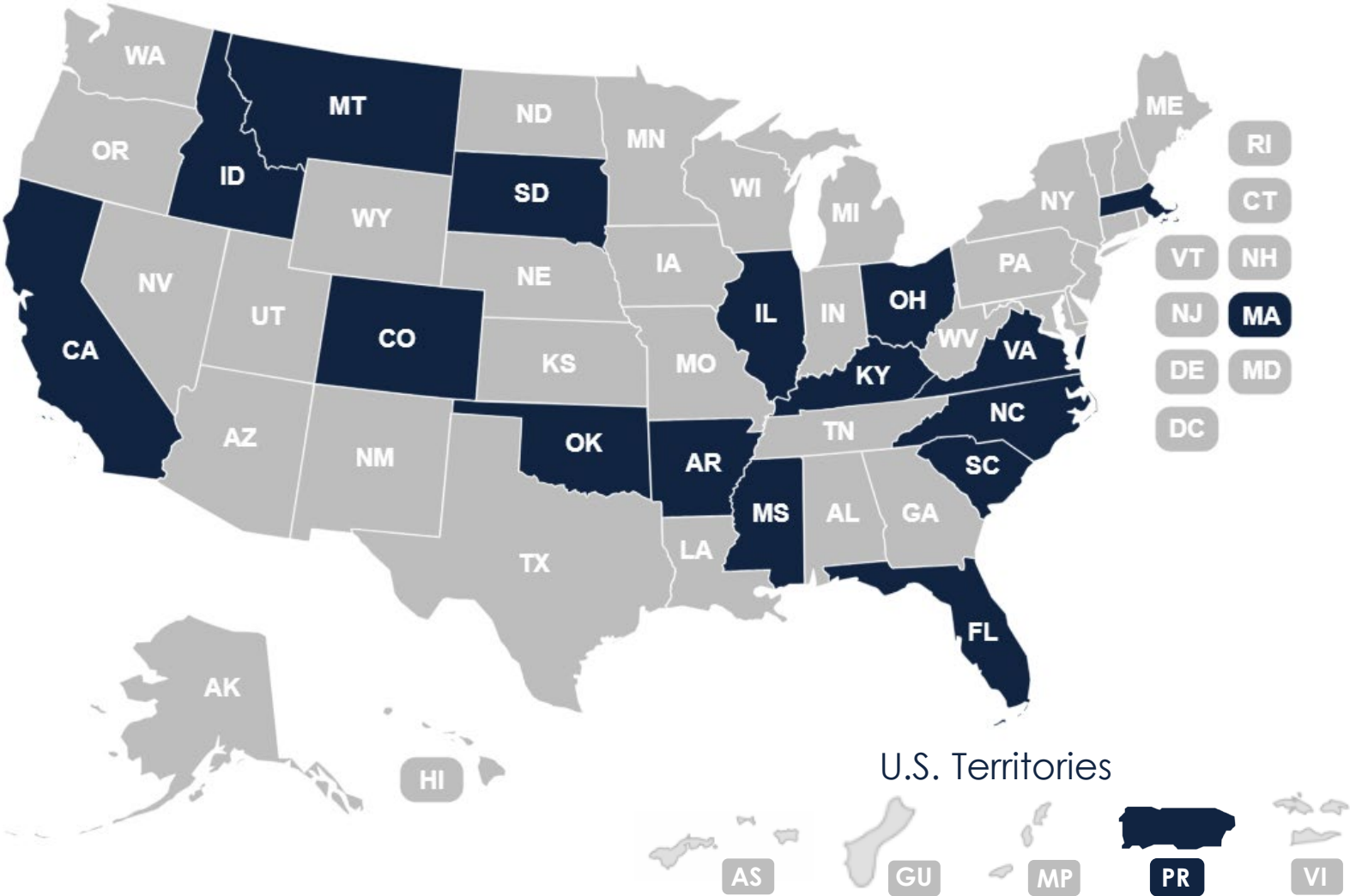
*Applicants are not limited to this list of states and territories to apply for, but AmeriCorps Seniors is prioritizing projects that designate counties in these states and territories due to relinquishments.

*Applicants can apply for one or more counties.

U.S. Territories

Section E.1.e. Work Plan and Performance Measures (18 Percent)

Work Plans and Performance Measures

Section E.1.e. Work Plan and Performance Measures

Work Plans - Applications must include work plans that meet the following minimum requirements:

- National Performance Measure outcomes using **Education** as the primary focus area.
- Federal funding requests **cannot exceed $9,000 per Volunteer Service Year**.
- For every **$9,000** in annual base federal funding, **at least one** Volunteer Service Year* must be placed in a work plan that results in National Performance Measure outcomes in the Education focus area.

*__A Volunteer Service Year__ (VSY) equals 1,044 hours of volunteer service activity per year. The standardized stipend cost per VSY is calculated by multiplying the number of hours served by the current cost per hour for the stipend (1,044 hours x $4.00 per hour). See Appendix E: Cost per Volunteer Calculator for more information.

Work Plans and Performance Measures, continued

Section E.1.e. Work Plan and Performance Measures

Work Plans should logically connect the following four major elements to each other and align them with the National Performance Measures:

1. **Community need**(s) identified.
2. **Service activities** that will be carried out by AmeriCorps Seniors volunteers.
3. **Instrument** description and data collection plans.
4. **Target numbers** that lead to outcomes or outputs and are appropriate for the total number of volunteers assigned to the performance measure.

Work Plans and Performance Measures, continued
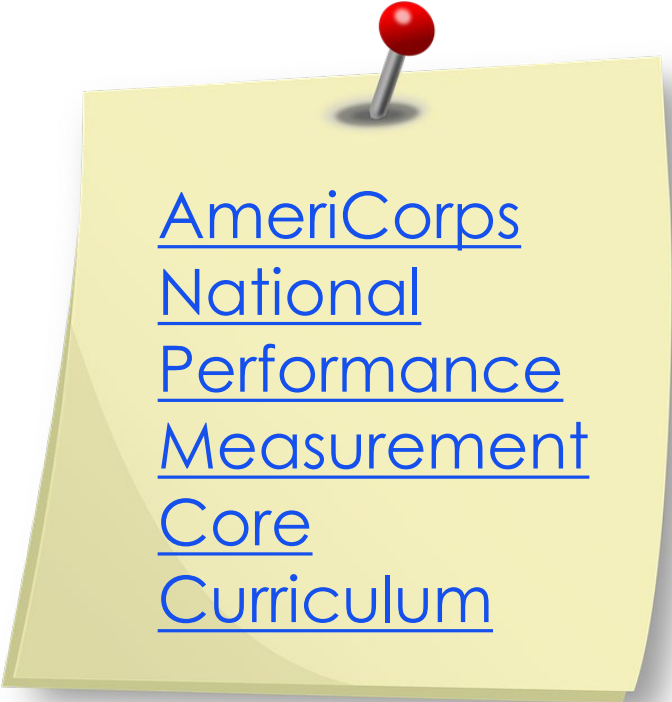
Section E.1.e. Work Plan and Performance Measures

> Service activities that are defined in each Work Plan must include the intervention the AmeriCorps Seniors volunteers will implement or deliver, including:
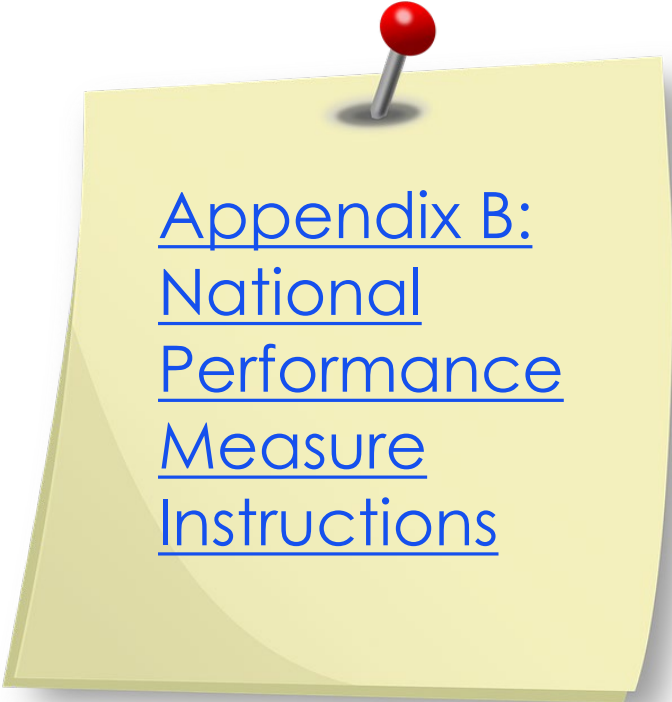
- the **duration** of the intervention (e.g., the total number of weeks, sessions, or months of the intervention).
- the **dosage** of the intervention (e.g., the number of hours per session or sessions per week).
- the **target population** for the intervention (e.g., disconnected seniors/youth, third graders at a certain reading proficiency level).
- the **measurable outputs** that will result from delivering the intervention (i.e., number of beneficiaries served, types and number of activities conducted). If applicable, identify which National Performance Measures will be used as output indicators.
- **outcomes** that demonstrate changes in knowledge/skill, attitude, behavior, or condition that occur because of the intervention. If applicable, identify which National Performance Measures will be used as outcome indicators.

Work Plan and Performance Measures Resources

Section E.1.e. Work Plan and Performance Measures

[AmeriCorps National Performance Measurement Core Curriculum](#)

[Appendix B: National Performance Measure Instructions](#)

[Grant Application Instructions](#)

AmeriCorps [Funding Opportunities](#) website.

National Performance Measures

What Are National Performance Measures?

National Performance Measures

- A set of standardized outputs and outcomes to help grantees and AmeriCorps track the impact of national service.

- Allows you to measure and assess the effectiveness of your programming and communicate it to AmeriCorps and other stakeholders.

- Helps AmeriCorps to tell a unified story about the impact of our programs nationwide and continue to improve our performance.

- The Foster Grandparent Program National Performance Measures Focus Areas include Education, Economic Opportunity, and Healthy Futures.

Suggested Resource: [Appendix B: Foster Grandparent Program Performance Measure Instructions](#)

National Performance Measure Requirements

National Performance Measures

AmeriCorps Seniors

Focus Area:
- One of a set of 6 core priority issue areas identified in the Serve America Act.
- Primary focus area for Foster Grandparent Program is **Education**.

Objective:
- Defines the programs intended goal or outcome.

Service Activities:
- Lists what AmeriCorps Seniors volunteers are doing with beneficiaries.

Output:
- Immediate results of the volunteers' service in the community.

Outcome:
- Longer term, permanent change, or improvement expected in the community due to AmeriCorps Seniors volunteers and their service.

National Performance Measure Requirements

National Performance Measures

AmeriCorps Seniors

Focus Area:	**Objective:**	**Service Activities:**	**Output:**	**Outcome:**
• Education	• K-12 Success	• Mentoring • Tutoring	• 30 students receiving mentoring. • 20 students receiving tutoring.	• 24 students with improved performance. • 16 students with improved performance.

Disclaimer: This is an example and is not meant to direct an applicant's proposal.

Calculating and Allocating Volunteer Service Years

Maximum Cost Per Volunteer Service Year In Outcome-Based Assignments
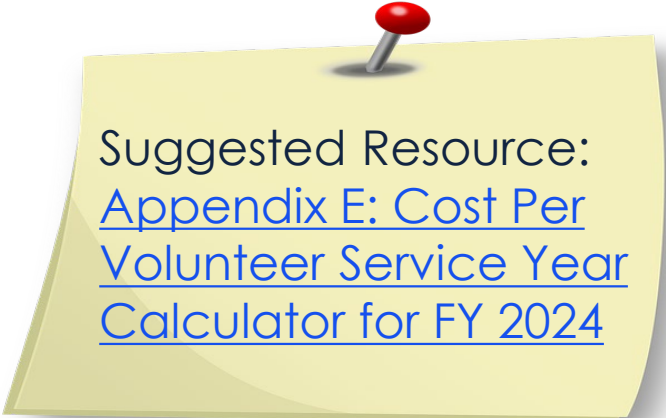
Calculating and Allocating Volunteer Service Years

- For every **$9,000** in base federal funding, **at least one** AmeriCorps Seniors VSY must be placed in a work plan that results in national performance measure outcomes in the **Education** focus area.

- Example: **$90,000** of federal funding divided by **$9,000** equals a minimum of **10** VSYs placed into outcome-based assignments (10,440 hours of service).

VSY Calculator

In the table below, enter the amount of AmeriCorps Seniors funding you are applying for. The number of VSYs you have to place into outcome-based workplans for that amount of funding will be calculated for you.

Amount of AmeriCorps Seniors funding:	$ 90,000
Amount of funding / 9000:	10.0
Number of VSYs you have to place in outcome-based workplans:	**10**

Suggested Resource: [Appendix E: Cost Per Volunteer Service Year Calculator for FY 2024](#)

Rounding VSYs In Outcome-Based Assignments

Calculating and Allocating Volunteer Service Years

Example #1

- $100,000 in Federal funding requested.
- 11.1 = ($100,000/$9,000)
- **VSY = 11**

Example #2

- $150,000 in Federal funding requested
- 16.6 = ($150,000/$9,000)
- **VSY = 17**

Round Down

Round Up

Self-Assessment: Allocating Volunteer Service Years

Calculating and Allocating Volunteer Service Years

❑ Consider how many hours of service will it take to perform the activities for the number of people to be served.

❑ Use prior experience.

❑ Check with community partners.

❑ Refer to your Output Target and Service Activity Description.

Volunteer Service Years and Individual Volunteers in the Work Plans

Calculating and Allocating Volunteer Service Years

- **Volunteer Service Years** represent the number of hours of service it takes to deliver an intervention. 1 VSY = 1,044 hours of service.
    - In the work plan, VSYs are entered into the "unduplicated volunteer" field in eGrants.

- **Individual volunteers** are the people who will be performing the service. It may take more than one person to serve enough hours to equal one VSY.
    - In the work plan, the individual people are entered into the "total volunteer" field in eGrants

- **Example:** You think it will take **8,400 hours** of service to deliver an intervention, and you have **10** individual volunteers who will do it.
    - 8,400 hours of service = 8 VSYs in the "unduplicated volunteer" field
    - 10 volunteers in the "total volunteer" field

Can Volunteers Serve in More than One Work Plan?

Calculating and Allocating Volunteer Service Years

- Yes!

- Count each service hour only once.
  - Put each hour in the work plan that aligns with the service they will be doing.

- Include them in the "total volunteers" in each work plan that includes their hours of service.

Work Plans

Writing the Service Activity Description

Work Plans

Define the service activity by describing what the AmeriCorps Seniors volunteers will do to achieve the outputs and outcomes.

Include:

- ❏ **Who** beneficiaries are.

- ❏ **What** AmeriCorps Seniors volunteers will be doing with them.

- ❏ **When** volunteers will provide service (how often and for how long).

- ❏ **Where** the service will take place.

Sample Service Activity Description

Goal	Focus Area	Objective	Output	Outcome	Service Activity
Improve reading scores of third grade students.	Education	K-12 Success	ED1A: Number of individuals served	ED27C: Number of students with improved academic engagement or social-emotional skills	Tutoring

Foster Grandparent Program volunteers will engage one-on-one with **20 third-grade students** in **5 elementary schools** that were identified by standardized reading assessments as scoring below reading level. Volunteers will engage with students **after school** for **2 hours per week for 4 months** using **reading enrichment interventions** such as reading together and using workbooks and games that focus on phonics, sight words, and comprehension.

Disclaimer: This is an example and is not meant to direct an applicant's proposal.

Work Plan Development Template

Focus Area: Objective:
Community Need:

AmeriCorps Seniors

A	B	C	D	E	F	G	H	I	J
Output	Output Instrument	Service Activity	# of Unduplicated Volunteers	# of Total Volunteers	# of Volunteer Stations	Output Target	Outcome	Outcome Instrument	Outcome Target

Total number of unduplicated volunteers/VSYs in National Performance Measure Work Plans:

Update this as you complete Work Plans to reflect the cumulative number of unduplicated volunteers/VSYs programmed into National Performance Measure Work Plans. For example, if this is the first work plan completed, and it includes 10 Unduplicated Volunteers or 10 VSYs in Column D, the value would be 10. If this is my second, and I have included 10 Unduplicated Volunteers or 10 VSYs in Column D in each work plan, it would be 20, and so on.

Service Activity Description(s)
Output Instrument Description(s)
Outcome Instrument Description(s)

Sample Work Plan Template

Work Plans

AmeriCorps Seniors

Focus Area: Education
Objective: K-12 Success

Note: Each selected service activity will generate a separate work plan

A	B	C	D	E	F	G	H	I	J
Output	**Output Instrument**	**Service Activity**	**# of Unduplicated Volunteers**	**# of Total Volunteers**	**# of Volunteer Stations**	**Output Target**	**Outcome**	**Outcome Instrument**	**Outcome Target**

Note: You will enter the number of Volunteer Service Years (VSYs) in column D of the template.

Disclaimer: This is an example and is not meant to direct an applicant's proposal.

Data Collection Instruments

National Performance Measures

Output Instruments

- Tracking mechanism that ensures an unduplicated count of beneficiaries who have received services.

Outcome Instruments

- Attendance, classroom, or disciplinary records
- Employment letters
- Graduation records
- Interviews
- Observation

- Pre- and post-assessments
- Registration records
- Report cards
- Standardized tests
- Surveys

Self-Assessment: Data Collection Instrument

National Performance Measures

Ask Yourself…

Are your data collection instruments:
- ❑ Accessible?
- ❑ Feasible?
- ❑ Standardized?
- ❑ Cost effective?
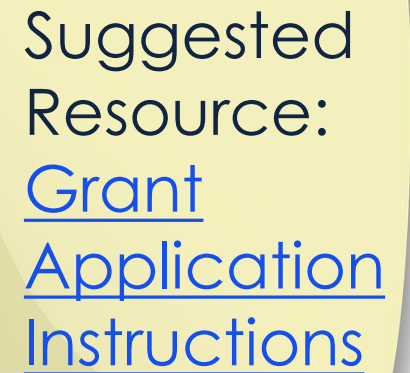
What are some of the pros and cons of selecting these data collection instruments?

Other Community Priorities

National Performance Measures

- A grantee may create a work plan consisting of "Other Community Priorities" to address community activities not captured in national performance measures.
  - VSYs included in these work plans do not count towards the cost/VSY requirement.
- The following sections must be completed in eGrants:
  - Description of community need
  - Output*
  - Number of Volunteer Service Years (VSYs)
  - Number of volunteers
  - Total number of volunteer stations

Suggested Resource: [Grant Application Instructions](#)

*Output: There is one pre-determined output for the "Other Community Priorities" work plan – "Grantee met its target for community priority activity Yes/No." This will be the only option available when entering the Community Priority work plan.

eGrants Step-by-Step Walkthrough: Work Plan

Step-by-Step Walkthrough: Work Plan

Related Resources:
- Grant Application Instructions
- National Performance Measurement Core Curriculum
- Work Plan Development Worksheet (found in the Grant Application Instructions)

Step-by-Step Walkthrough: Focus Areas

- Primary Focus Area must be **Education**.

- You may also select additional focus areas from Appendix B: National Performance Measures that are relevant to your proposed project.

Step-by-Step Walkthrough: Performance Measures

Step-by-step Walkthrough: Targets

Home Page | Objective | Performance Measure | **Target** | Summary

Screen Instructions

PLEASE DOUBLE-CHECK the Performance Measure requirements outlined in the PM Instructions/Appendix B and verify that your work plans accurately reflect the requirements.

① Volunteer Calculator

Total # of Unduplicated Volunteers	Primary Focus Areas	Community Priorities
My project's total # of unduplicated volunteers is: 100 .	Minimum # I must place: 0.	Maximum # I may place: 100.
Total placed so far: 0.	# placed so far: 0.	# placed so far: 0.
# I still have to place: 100.	# I still have to place: 0.	# I still have available to place: 0.

Updates when you click on "Review Allocations"

Objective	ID	Category Title	Service Activity	Output	Output Target	Outcome	Outcome Target	# of Unduplicated Vols	# of Total Vols Contributing	# of Vol Stations
Financial Literacy	1.1	Primary Focus Area	Financial Fraud Prevention	O1A	0	O21	0	* 0	* 0	* 0
K-12 Success	2.1	Other Focus Areas	Family Involvement	ED1A	0	ED27C	0	* 0	* 0	* 0
Employment	3.1	Primary Focus Area	Job Training	O1A	0	O10	0	* 0	* 0	* 0
Housing	4.1	Primary Focus Area	Housing Unit Development	O4	0	O20	0	* 0	* 0	* 0

② ④ Review Allocations

③ Save

Back | Next ⑤

Note: By default, the total number of unduplicated volunteers is set to zero and the fields are locked. Once you enter in your total number of unduplicated volunteers, the fields will be unlocked.

Step-by-step Walkthrough: Summary

Applicant Training and Technical Assistance

Notice of Funding Opportunity Appendices

Appendix Name	Purpose
Appendix A: Priority States and Territories	Applicants are not limited to this list of states and territories to apply for, but AmeriCorps Seniors is prioritizing projects that designate Geographic Service Areas operating in these states and territories due to relinquishments. Applicants can apply for one or more counties in a state.
Appendix B: National Performance Measure Instructions	Guidance for performance measures selection, output and outcome pairings, and required information for Work Plan in eGrants.
Appendix C: Terms and Definitions	Terms and Definitions provides information for terms most used in AmeriCorps Seniors.
Appendix D: Grant Application Instruction	Grant Application Instructions submitting you application in eGrants. Includes Work Plan Development Template.
Appendix E: Cost Per Volunteer Calculator	Resource to help applicants determine a minimum number of volunteer service years (VSY) for a funding request.

AmeriCorps Funding Opportunities website.

Additional Applicant Training and Technical Assistance

Live Events (Requires Registration)	Pre-Recorded
AmeriCorps Seniors in Action: Mobilizing a Generation	Introducing AmeriCorps, AmeriCorps Seniors, and Its Programs
Identifying Funding Priority Areas in Your Community	Tour of the Notice of Funding
Tour of the Notice of Funding Opportunity – Selection Criteria Review	AmeriCorps National Performance Measures Curriculum
National Performance Measures and Work Plans	Best Practices in Budget Development
Foster Grandparent Program Office Hours: Budget Q&A	Submitting Your Application in eGrants
Foster Grandparent Program Office Hours: General and Performance Measurement Q&A	AmeriCorps Due Diligence Review and Compliance Training

For more information, visit the [Funding Opportunity](#) Page.

Office Hours Q&A

Budget

- Wednesday, January 17, 2024, 1:30 p.m. ET
- [Register](#) for this event.

General & Performance Measures

- Thursday, January 18, 2024, 2:00 p.m. ET
- [Register](#) for this event.

Pre-Submit Questions

- [Pre-submit questions](#) for the webinar.
- Please submit your questions by 5:00 p.m. ET on Friday, January 12, 2024, for consideration.

Recap and Knowledge Check

Recap

National Performance Measures

- Applicants are required to use the identified Performance Measures outlined in this Notice of Funding Opportunity.

Outputs and Outcomes

- Every 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.

Work Plan Requirements

- For every **$9,000** in base federal funding, **at least one** AmeriCorps Seniors VSY must be placed in the work plan that results in national performance measure outcomes in the **Education** focus area.

Knowledge Check #1

Volunteer Service Year Formula

If your proposal requests **$90,000** in federal funding, how many Volunteer Service Years must be placed in outcome-based work plans?

Answer:

10 VSYs

$90,000 / $9,000 = 10

VSY Calculation

For every $9,000 in base federal funding, **at least one** AmeriCorps Seniors VSY must be placed in the work plan that results in national performance measure outcomes in the **Education** focus area.

Knowledge Check #2

What resource provides guidance on performance measure selection, output and outcome pairings, and required information for Work Plans in eGrants?

A. Notice of Funding Opportunity
B. **Appendix B: National Performance Measure Instructions**
C. Appendix C: Terms and Conditions
D. We do not offer that as a resource

True or False

Each output may only be paired with one associated outcome

TRUE!

When are applications due?

- Applications are due by **5:00 p.m. ET on Thursday, February 1, 2024**.

- Successful applicants will be notified by April 2024.

- Successful applicants will be issued award by June 2024.

Poll #3

Having attended today's webinar, how confident do you feel in your current level of knowledge relating to **National Performance Measures and Work Plans**?

5- Much more confident

4- More confident

3- Neutral/Not sure

2- Less confident

1- Much less confident

Questions?

Please enter your questions into the Q&A box.

AmeriCorps Seniors

Thank you for your interest in AmeriCorps Seniors funding opportunities.