

AmeriCorps VISTA FY 2020 Progress Report Supplement

BACKGROUND AND PURPOSE

The Corporation for National and Community Service requires the VISTA Progress Report Supplement (VPRS) as an addendum to the regular progress reports submitted by VISTA Project Sponsors. The VPRS is an annual report intended to cover activities over a single fiscal year, regardless of the individual program year. Through the VPRS, sponsors submit specific data elements that CNCS uses to demonstrate the national impact of the VISTA program to stakeholders and the general public.

COMPLETION AND SUBMISSION GUIDELINES

All VISTA projects that had at least one VISTA member active for any portion of the reporting period are required to submit a VPRS via [eGrants](#), the CNCS web-based application and management system. Sponsor staff should complete the VPRS. AmeriCorps VISTA members may be allowed to review report, but they should not complete the report.

REPORTING PERIOD, DEADLINES, AND TECHNICAL ASSISTANCE

The reporting period covers **October 1, 2019 through September 30, 2020**.

The VPRS will be ready for you to begin entering data on **October 1, 2020**. The deadline for submitting the VPRS is **Friday, November 13, 2020**. Please make sure that you have finished entering data for and have submitted your report by that date.

If you have any questions about this message and/or the instructions that follow, please contact your CNCS Portfolio Manager. If you run into any technical difficulties involving accessing the report, entering or changing data, viewing or printing the report, please contact your CNCS Portfolio Manager or the National Service Hotline at 800-942-2677 (M -Th., 9:00A.M. – 7:00P.M. Eastern Time).

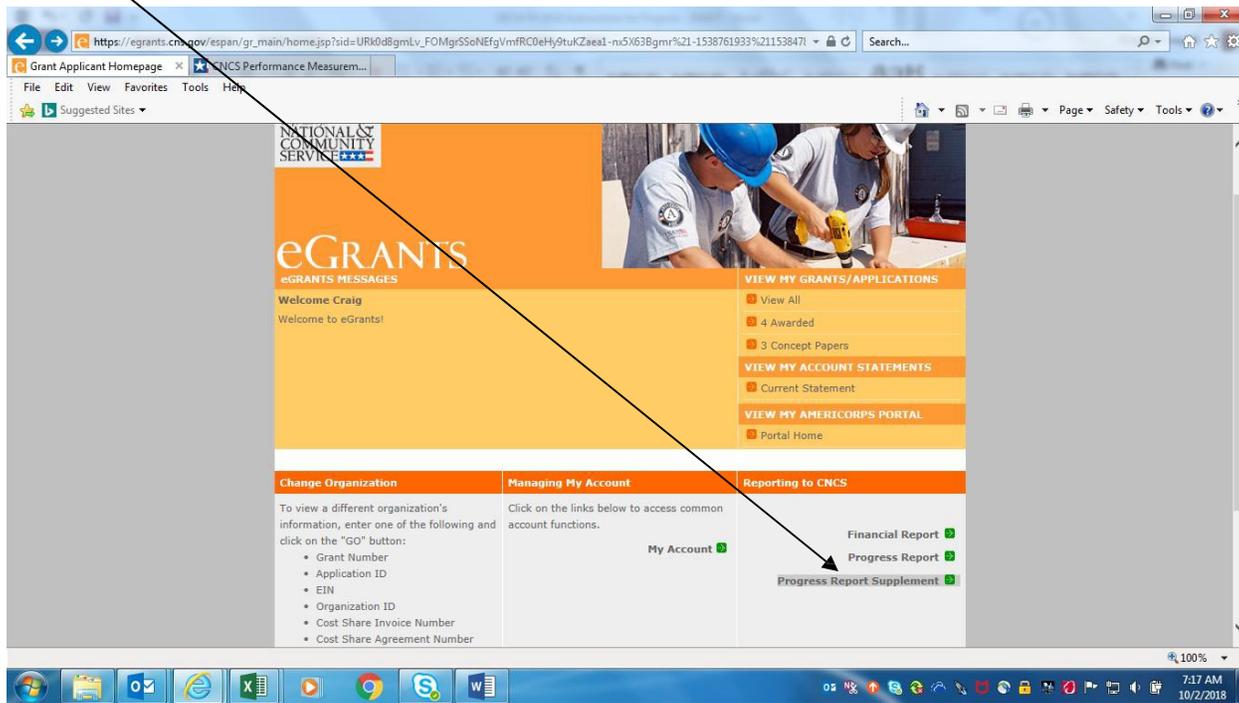
TERMS, DEFINITIONS AND DATA STANDARDS

Projects must report on results based on the definitions of key terms found on the VISTA Performance Measurement page (<https://www.nationalservice.gov/resources/performance-measurement/vista>) and then clicking on a specific measure.

ENTERING AND SUBMITTING DATA THROUGH eGrants

Follow the instructions below to enter data on and to submit your VPRS.

1. Log into your [eGrants](#) account using your current user name and password. This will take you to the eGrants welcome screen. If you cannot remember your eGrants user name or password, please contact the National Service Hotline at (800) 942-2677 (M -Th., 9:00A.M. – 7:00P.M. Eastern Time).
2. Select “Progress Report Supplement” by clicking on the arrow next to it in the lower right-hand corner of the screen.



3. This will bring you to the screen below. Multiple grant numbers might be listed. If so, select the grant number for the VPRS that you want to submit by clicking on it. Ensure the report you select reflects the reporting periods 10/01/2019 - 09/30/2020. If you do not know your current grant number, please contact your CNCS Portfolio Manager.

Progress Report Supplement				Welcome Kelly
Grant #08VSAMA0010018 - VISTA PRS				
Grant #09VSAMA005 - VISTA PRS				
Grant #19VSAMA002 - VISTA PRS				
Reporting Date	Due Date	Extension Date	Status	
10/01/2019 - 09/30/2020	11/13/2020		PRS Initial Entry	edit print
10/01/2018 - 09/30/2019	11/15/2019		PRS Reviewed by CNCS	edit print
508 Approved Contact Help Desk disable the pictures				
Release version: 7.1.1				

4. The next screen confirms the basic information for your project. Review that information and confirm that it is the project for which you want to enter a report. To begin entering data, click on the “next” button in the top right-hand corner. The remaining sections can be either navigated to by selecting “next” or by using the menu on the left-hand side.



6. Community Volunteers

This screen asks for data concerning community volunteers recruited and managed by your project. *Please enter a whole number for any measure(s) that apply to your project. Do not leave any boxes blank – enter a zero (0) for those measures that do not apply to your VISTA(s) or project.*

of community volunteers recruited by your project Enter the number of community volunteers that were recruited through the efforts of your VISTA member(s). More information can be found at: <https://www.nationalservice.gov/resources/performance-measurement/g3-31>

Hours of service contributed by recruited volunteers. Enter the total number of hours served by the volunteers who were RECRUITED through the efforts of your VISTA member(s). More information can be found here: <https://www.nationalservice.gov/resources/performance-measurement/g3-37>.

of community volunteers managed by your project Enter the number of community volunteers managed through the efforts of your VISTA member(s). Do not double count a volunteer who was recruited *and* managed by your VISTA member. More information can be found at: <https://www.nationalservice.gov/resources/performance-measurement/g3-32>.

Number of veterans & military family members as volunteers. Enter the number of veterans, veterans’ family members, and/or family members of active duty service members who served as community volunteers due to the efforts of your VISTA member(s). (There is no specific performance measure for this item.)

Hours of service contributed by volunteers managed. Enter the total number of hours served by all volunteers who were MANAGED due to the efforts of your VISTA member(s). More information can be found at: <https://www.nationalservice.gov/resources/performance-measurement/g3-38>.

When you have entered data for all five items above, click “Next” at the bottom right of the screen. This will bring you to the Resource Development Screen.

7. Resource Development

Dollar value of cash resources leveraged. Enter the total dollar amount of all cash leveraged through the efforts of your VISTA member(s). More information can be found at: <https://www.nationalservice.gov/resources/performance-measurement/g3-316>.

Dollar value of in-kind resources leveraged. Enter the total dollar value of all in-kind (non-cash) resources leveraged through the efforts of your VISTA member(s). More information can be found at: <https://www.nationalservice.gov/resources/performance-measurement/g3-317>.

When you have entered data for both items above, click “Next” at the bottom right of the screen. This will bring you to the Organizations & Systems Screen.

8. Organizations & Systems

Number of organizations made more efficient. Enter the number of organizations your VISTA member(s) helped make more efficient. This should include sponsors, service location sites AND other organizations which benefited from the activities of your VISTA member(s). More information can be found at: <https://www.nationalservice.gov/resources/performance-measurement/g3-39>

Number of organizations made more effective. Enter the number of organizations your VISTA member(s) helped make more effective. This should include sponsors, service location sites AND other organizations which benefited from the activities of your VISTA member(s). More information can be found at: <https://www.nationalservice.gov/resources/performance-measurement/g3-310>.

Did your organization gain capacity through VISTA? Did your VISTA member(s) help build organizational capacity to deliver anti-poverty programming? If yes, enter “1”. If no, enter “0”. (There is no specific performance measure for this item. Ignore the column heading "Stations" in eGrants for this item. Please just enter a one for yes or a zero for no.)

When you have completed entering this information, click “Next” at the bottom right of the screen. This will bring you to the Beneficiaries Screen.

7. Beneficiaries

Number youth supported. Enter the total number of unduplicated youth who were served due to the efforts of your VISTA member(s). (There is no specific performance measure for this item.)

Number of veterans, military & family members served. Enter the total number of veterans, veteran’s family members, active duty military, or family members of active duty military that received ANY services from your project due to the efforts of your VISTA member(s). PMs [V1](#), [V7](#), [V8](#), [V9](#)

Number of youth in opioid programming. Enter the total number of youth who received services in opioid prevention, treatment, or post-treatment due to the efforts of your VISTA member(s). (There is no specific performance measure for this item.)

Number of adults in job training/placement programs. Enter the number of adults who received job training or placement services due to the efforts of your VISTA member(s). (There is no specific performance measure for this item.)

When you have completed entering this information, click at the bottom right of the screen. This will bring you to the Review & Submit Screen.

8. Review & Submit Screen

This screen allows you to review and edit the information you have entered. To review the data, click “edit” next to the screen you wish to update.

To view and/or print your entire VPRS report, click the “View/Print PRS”.

10/1/2019, 2:16 PM, EDT

home my account help logout

Cooperation for NATIONAL & COMMUNITY SERVICE

eGRANTS

Welcome Craig

VISTA PRS

PR Supplement

VISTA PRS

Community Volunteers

Resource Development

Organizations & Systems

Beneficiaries

Review and Submit

Grant Info

Grant #: 18VSSAL010

Project Period
07/08/2018 - 12/21/2019

Legal Applicant Info

Partnership for a Drug-Free Community
2201 Clinton Ave W
Huntsville, AL 35805

508 Approved | Contact Help Desk | disable the pictures
Release version: 6.13

Review and Submit

Please review and submit your information

Grant# 18VSSAL010 - VISTAS
Due Date: 11/15/2019
Status: PRS Initial Entry
Reporting Period:10/01/2018 - 09/30/2019

Community Volunteers: [edit](#)

Resource Development: [edit](#)

Organizations & Systems: [edit](#)

Beneficiaries: [edit](#)

Available Actions: [View/Print PRS](#)

There are no actions currently available for this PRS.

2:16 PM
10/1/2019

When you have completed all of your reviews and edits and made any necessary changes, please submit your report by clicking on “Submit Progress Report Supplement.” (The “submit” button will appear once you have entered data for all of the items.)