

Welcome to today's webinar!

## Succeeding with the VISTA Progress Report Supplement

October 13, 2020 | 2:00 – 3:00 p.m. ET

Audio access via phone:

- Dial: 877-853-5257
- Webinar ID: 970 0920 6070
- You will hear music until we begin
- Your microphone is muted

The webinar will begin soon. While you wait, please answer this question in the Chat: **What is one success your VISTA project has had in the past six months?**

Click icon below and select to "All panelists and attendees" in the Chat.

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### Connecting to Audio

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Stream audio through computer (Audio Settings)

Call in via phone (number listed on each slide)

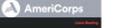
Welcome to AmeriCorps VISTA

Select a Speaker

- ✓ Speakers (Wayne HC)
- None on System
- Test Speaker & Microphone
- Select Computer Audio
- Audio Settings

Audio Settings

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### Tips for Participating

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1. Click View Options.  
2. Select Exit Full Screen to display the Chat on the right side of the screen.

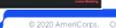
In the Chat, send your message to "All panelists and attendees" to:

- Participate in activities;
- Share ideas with participants;
- Ask questions.

Live captioning is available. If captions do not appear here, use the link posted in the Chat.

Welcome to AmeriCorps VISTA

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**Webinar Management**

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- Chat comments, responding to activities, and questions
  - Please send your message to "All panelists and attendees"
- Today's presentation and resources
  - PDF of the slides will be available via a link posted in the Chat
  - Recording will be posted on the VISTA Campus Supervisor Webinars page in the next week

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VISTA Supervisor Webinar

**Succeeding with the VISTA Progress Report Supplement**

October 13, 2020

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**Today's Speakers**

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**Ericc Powell**  
AmeriCorps VISTA Training Specialist  
Washington, DC  
VISTA Alum '06-'07  
VISTA Leader '08-'09



**Rob Cox**  
AmeriCorps VISTA Director of Program Impact and Operations  
Washington, DC  
VISTA Alum '02-'04



**Stephanie Wrightsman**  
AmeriCorps VISTA Senior Advisor  
Boise, ID  
VISTA Alum '04-'05

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**Today's Agenda**

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- What is the VPRS?
- Who completes the VPRS and when?
- What we do with VPRS data
- Accessing the VPRS
- Completing the VPRS
- Resources
- Evaluation
- Q&A



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**Poll Activity**

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Have you ever previously completed a VPRS?



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**Poll Activity**

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Have you started working on your VISTA project's VPRS?



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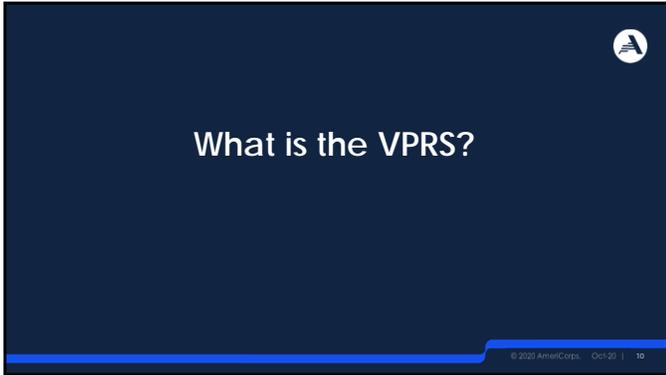
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**AmeriCorps VISTA Impact** Dial: 877-853-5257  
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**ANNUAL IMPACT OF AMERICORPS VISTA**

- 1 8,000+ Members Serving
- 2 4,500+ Locations Across the U.S.
- 3 720,000+ Volunteers Leveraged
- 4 \$195M Raised from Other Sources
- 5 220,000 Members Since 1965

Updated March 2020

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**Telling Our Story** Dial: 877-853-5257  
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**\$195 MILLION**  
In 2018, AmeriCorps VISTA members generated in cash and in-kind resources to support local efforts to overcome poverty. That's more than **DOUBLE** every dollar invested in the program.

**720,000+**  
In 2018, AmeriCorps VISTA members mobilized volunteers who collectively volunteered more than **7.5 MILLION HOURS** of time.

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**Who completes the VPRS and when?**

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**Who completes the VPRS and when?**

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- Required for any sponsor with a Memorandum of Agreement and at least one VISTA member serving in FY20
- Reporting period: October 1, 2019 to September 30, 2020
- Due date: November 13, 2020

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A LITTLE PROGRESS  
EACH DAY  
ADDS UP TO  
BIG RESULTS

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**Accessing the VPRS**

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**Step 1: Log into eGrants** Dial: 877-853-5257  
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<https://egrants.cns.gov/>

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**Step 2: Locate the VPRS** Dial: 877-853-5257  
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**Step 3: View the VPRS** Dial: 877-853-5257  
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Reporting Date	Due Date	Extension Date	Status	
10/01/2019 - 09/30/2020	11/13/2020		PRS Reviewed by CHCS	view   print

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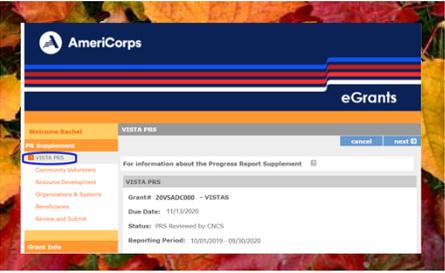
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**Step 4: Access VPRS Sections** Dial: 877-853-5257  
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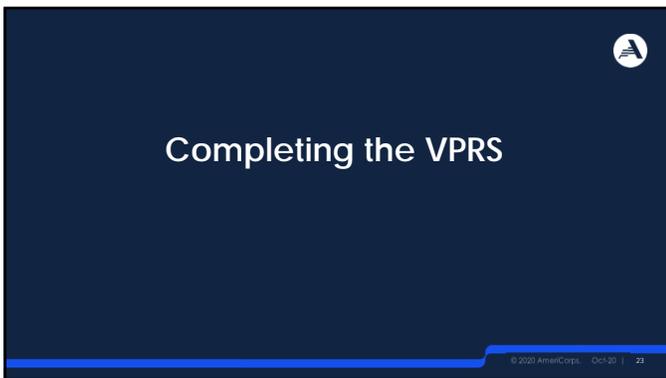
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**Completing the VPRS**



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**Tips for Success**

- Learn the meaning of the data collected and the data AmeriCorps needs
- Double check and verify data
- Save information in Word or Excel; copy and paste into eGrants
- eGrants works best in Internet Explorer

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**VPRS Instructions and Guide**

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**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, saving or printing the report, please contact your CNCS Portfolio Manager or the National Service Hotline at 800-942-2877 (M-F, 9:00AM - 7:00PM 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.ameriacorps.gov/ncsc/ncsc-performance-measurement/vprp>) and data standards on a specific measure.

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- VPRS Instructions
- VPRS Guide

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**VPRS Instructions and Guide**

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**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 VSE(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.ameriacorps.gov/ncsc/ncsc-performance-measurement/vprp>

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.ameriacorps.gov/ncsc/ncsc-performance-measurement/vprp>

# 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.ameriacorps.gov/ncsc/ncsc-performance-measurement/vprp>

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.ameriacorps.gov/ncsc/ncsc-performance-measurement/vprp>

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 Revenue Development Screen.

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- Review information
- Learn definitions and meanings
- Click on links

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Step 4a: Community Volunteers Dial: 877-853-5257  
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Step 4b: Resource Development Dial: 877-853-5257  
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**Step 4c: Organizations & Systems** Dial: 877-853-5257  
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Organizations and Systems	# of Stations
# of organizations made more efficient	<input type="text" value="1"/>
# of organizations made more effective	<input type="text" value="2"/>
Did your organization gain capacity through VISTA?	<input type="text" value="1"/>

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**Step 4d: Beneficiaries** Dial: 877-853-5257  
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Beneficiaries	# of Clients
# of veterans, military & family members served	<input type="text" value="0"/>
# of youth supported	<input type="text" value="0"/>
# of adults served by signal programming	<input type="text" value="0"/>
# of youth in repair programming	<input type="text" value="0"/>
# of adults in job training/development programs	<input type="text" value="0"/>

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**Step 5: Review and Submit the VPRS** Dial: 877-853-5257  
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Program Category	Status
Community Volunteers	edit
Resource Development	edit
Organizations & Systems	edit
Beneficiaries	edit
Available Station: VISTA/PRR PRR	

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**Tips for Collecting VPRS Data Next Time** Dial: 877-853-5257  
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- Train staff and members on expectations
- Encourage VISTA members and leaders to regularly track data
- Create systems and processes to regularly collect data
- Be consistent in how you track data

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**Resources, Evaluation, and Q&A**

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**Helpful Links Handout** Dial: 877-853-5257  
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**Succeeding with the VISTA Progress Report Supplement (VPRS): Helpful Links**

VISTA Campus	Online learning resources to help you serve better, as well as opportunities to connect with your fellow VISTA members, leaders, and alumni.
VISTA Progress Report Supplement (VPRS) Instructions	Instructions for completing the annual VISTA Progress Report Supplement (VPRS) in eGrants.
VPRS Guide and Details	Information about the VPRS including background and purpose, completion and submission guidelines, terms and definitions, performance measures, and more.
Reporting Task List	List of VISTA reports along with due dates.
My AmeriCorps and eGrants Support for VISTA Programs	Information that may help you better use my.americorps.gov and eGrants.
Data Tracking Strategies	A few simple ideas on how you may want to collect and track volunteer data.

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**Webinar Evaluation** Dial: 877-853-5257  
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- How can we improve this session?
- Please complete a brief webinar evaluation survey, accessible:
  - Now, via the link in the Chat; and
  - After the webinar ends, the survey will open in the Internet browser you used to join this webinar.
- Thank you for your feedback!


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**Next Supervisor Webinar** Dial: 877-853-5257  
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Please join us for:

**Orienting VISTA Sub-Site Supervisors**  
Tuesday, November 17, 2020  
2:00-3:00 p.m. ET

*Visit the Supervisor Webinars page on the VISTA Campus for upcoming live webinars and recordings of past webinars.*

If you have further questions or would like more information, contact [VISTAtraining@cns.gov](mailto:VISTAtraining@cns.gov).

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**What questions do you have?** Dial: 877-853-5257  
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**Review**

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- What is the VPRS?
- Who completes the VPRS and when?
- What we do with VPRS data
- Accessing the VPRS
- Completing the VPRS
- Resources
- Evaluation
- Q&A



**Reminder: The VPRS is due November 13, 2020**

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*Thank you!*



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