

## Sample: Senior Corps Accomplishment and Performance Surveys

[to be posted on [www.seniorcorps.org](http://www.seniorcorps.org)]

Senior Corps will be conducting several surveys for RSVP, the Foster Grandparent Program, and the Senior Companion Program. These surveys will show the public the valuable contributions that Senior Corps volunteers make in their communities, will help project directors identify successful management practices, and will develop national-level indicators of program performance that can be used in reports to Congress.

All these surveys will be administered by Westat, the Corporation's survey research contractor for Senior Corps. A working group composed of project directors and Corporation field staff has been working with Westat, Senior Corps headquarters staff, and members of the Corporation's Department of Research and Policy Development on the construction of these surveys. The information from these surveys will give the most comprehensive and accurate view yet seen of Senior Corps projects, stations, volunteers, and recipients of service.

The first group of surveys, the Accomplishment Surveys, are currently being distributed to 3,150 randomly selected volunteer station supervisors spanning the three programs. Westat is currently trying to reach the remaining projects whose stations were selected for these surveys. Project directors who have received emails or phone calls from Westat about these surveys should consult the "FAQ for Project Director Notification" document below:

[put the PD FAQ here]

Station supervisors who receive the survey should consult the "FAQ for Station Respondents" document below:

[put the station FAQ here]

Senior Corps sincerely appreciates the assistance of project directors with these surveys. The results of these surveys will help us quantify and convey the impact of the service provided by your volunteers. Remember that Westat staff, if they contact you, will always identify themselves as members of Westat, and will always be able to tell you the control number for the survey issued by the Office of Management and Budget (OMB). If you, or any of your stations or volunteers, are contacted by anyone other than Westat, and the caller cannot provide an OMB control number, you are under no obligation to respond.

Please watch this space for additional information on the 2004 Senior Corps Performance Surveys, which will be administered later this summer. If you have additional questions about the Accomplishment and Performance Surveys, please feel free to contact Westat:

- **1-888-446-1292**
- **KathyMorehead@westat.com**

Thank you,

Tess Scannell  
Director, Senior Corps