



AmeriCorps*VISTA Progress Report Supplement

BACKGROUND & PURPOSE

The Corporation for National and Community Service provides the VISTA Progress Report Supplement (VPRS) as an addendum to the regular quarterly progress report required of organizations approved to sponsor a VISTA project. The VPRS is submitted on an annual basis and is intended to cover activities over a single fiscal year, regardless of the individual program year. The VPRS is the vehicle through which projects submit specific data elements needed by the Corporation to report on performance. Corporation personnel will use the reports to track Corporation and VISTA specific performance measures on an annual basis.

COMPLETION AND SUBMISSION GUIDELINES

- All VISTA projects are required to submit the VPRS once per year
- The project supervisor should complete the VPRS
- AmeriCorps VISTA members should be allowed to review the completed reports, but should not be required to complete the report

REPORTING PERIOD

All VPRS submissions are due upon completion of the fiscal year.

Reporting period covers October 1 through September 30. The due date is October 31.

KEY DEFINITIONS

Leveraged Volunteers Individuals who are recruited, coordinated or supported by your program. Do NOT include VISTA members in this count

Disadvantaged Children and Youth Children and youth up to age 25 with exceptional or special needs (as defined in part 2552.81 of the DVSA), or who are economically disadvantaged and for whom one or more of the following may apply: 1) out-of-school youth who are unemployed, 2) in or aging out of foster care, 3) limited English proficiency, 4) homeless or have run away from home, 5) at-risk to leave school without a diploma and 6) former juvenile offenders or at risk of delinquency.

College Students: Individuals enrolled in a degree-seeking program at a community, professional or technical college, or within an undergraduate or graduate program at a college or university.

Baby Boomers: Individuals born from 1946 through 1964

Children of Incarcerated Parents: Children or youth up to age 25 who have one or both parents or legal guardians serving, or having served a period of time in jail and/or prison.

Individuals Mentored: Formal, sustained relationships established between an older or more experienced person and a younger, less experienced person for the purpose of academic, social or career support. This does not include the relationship between a teacher and his or her students in a classroom setting.



AmeriCorps*VISTA Progress Report

Legal Applicant: _____
 Address: _____
 City/State/Zip: _____
 Telephone: _____
 Fax: _____

Project Name: _____
 Project Director: _____
 Telephone: _____
 Fax: _____
 Email: _____

Project/Grant Number: _____

Period Covered by this Report:
 From: _____ To: _____

Data Updates

Please refer to the Key Definitions above before responding to the following questions:

Leveraged Volunteers

- # of volunteers of all ages who were recruited, coordinated or supported by your program _____
- # of disadvantaged children and youth who were engaged as leveraged volunteers _____
- # of students who served as leveraged volunteers _____
- # of Baby Boomers who served as leveraged volunteers _____
- # of leveraged volunteers who served in disaster related services _____

Resource Development

- Dollar value of cash resources developed by AmeriCorps*VISTA members _____
- Dollar value of non-cash resources developed by AmeriCorps*VISTA members _____

Disadvantaged Youth/Mentoring

- # of disadvantaged children and youth served through your program _____
- # of children of incarcerated parents served through your program _____
- # of individuals mentored through your program _____

Independent Living Services

- # of clients receiving independent living services through your program _____

Disaster Services

- # of local disasters to which program participants have responded _____
- # of community members who received assistance from the program _____

Signature of Certifying Official: _____ Date: _____

Signature of Project Supervisor: _____ Date: _____