



## AmeriCorps VISTA Recovery Act Progress Report Supplement

### **BACKGROUND & PURPOSE**

The Corporation for National and Community Service provides the VISTA Recovery Progress Report Supplement (VRPRS) as an addendum to the quarterly project progress report and the standard VPRS required of organizations approved to sponsor a VISTA project. The VRPRS is the vehicle through which projects receiving Recovery Act VISTAs report on specific measures identified by the Corporation as required by the American Recovery & Reinvestment Act.

### **COMPLETION AND SUBMISSION GUIDELINES**

- All VISTA projects receiving VISTAs funded by the Recovery Act are required to submit the VPRS once per quarter to the extent that the measures pertain to their program
- The project supervisor should complete the VRPRS
- AmeriCorps VISTA members should be allowed to review the completed reports, but should not be required to complete the report

### **REPORTING PERIODS**

All Recovery Act VPRS submissions are due 7 days after the completion of the quarter.

Reporting periods cover

April 1 – June 30, 2009	Due Date: July 7, 2009
July 1 – Sept 30, 2009	Due Date: October 7, 2009
Oct 1 – Dec 31, 2009	Due Date: January 7, 2010
Jan 1 – March 31, 2010	Due Date: April 7, 2010
April 1 – June 30, 2010	Due Date: July 7, 2010
July 1 – Sept 30, 2010	Due Date: October 7, 2010

### **KEY DEFINITIONS**

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

**New Clients:** The total number of individuals served by your program who were not previously served.

**New Services:** Number of services provided to clients through your program that your program did not provide previously.



# AmeriCorps\*VISTA Progress Report Supplement

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: \_\_\_\_\_

**For the following measures, please refer to the Key Definitions above. Report only those results associated with the activities of Recovery Act VISTA Members, and report only on results for the current reporting period.**

**For any questions that do not pertain to your program enter "n/a"**

### Volunteer Generation and Management

- # of individuals who served as community volunteers in your program \_\_\_\_\_
- # of service hours performed by community volunteers \_\_\_\_\_
- # of clients served by community volunteers \_\_\_\_\_

### Non Profit Capacity Building

- Dollar value of cash resources developed by AmeriCorps VISTA members \_\_\_\_\_
- Dollar value of non-cash resources developed by AmeriCorps VISTA members \_\_\_\_\_
- # of new clients served \_\_\_\_\_
- # of new services offered to clients \_\_\_\_\_

### Employment & Skills Training Programs

- \_\_\_\_\_ Number of clients receiving employment & skills training and counseling
- \_\_\_\_\_ Number of clients placed in jobs as a result of training/counseling

### Financial Planning

- Number of clients receiving services related to financial planning/literacy \_\_\_\_\_

### Home Foreclosures and Housing Assistance

- Number of clients receiving services related to home foreclosures and housing assistance \_\_\_\_\_
- Number of clients who were able to remain in their housing \_\_\_\_\_

Signature of Certifying Official: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Project Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

OMB