

# **ATTACHMENT E**

## **Budget and Performance Measurement Reporting For Training and Technical Assistance Providers**



Grant Number	Provider Name	Application ID	TTA Category	Reporting Start Date	Reporting End Date	Program Year
0	0	Initial or Continuation Application ID# (from eGrants)	0			0

TTA OUTPUT CATEGORY▼	FISCAL YEAR TO-DATE OUTPUTS & PEOPLE TOUCHED							REAL TOTAL
	SIF	Disability	Other	VISTA	AC	LSA	SC	
<b>METHODOLOGY 1: DISTANCE TTA</b>								

<b>Webinars</b>									
Number of Annual Planned Units <i>Unit = # events</i>									0
Number of Actual Units <i>Unit = # events</i>									0
Number of Actual Attendees									0
Actual: Description of Activity and Funding Source									
<b>Phone, Fax, &amp; email</b>									
Number of Annual Planned Units <i>Unit = # events</i>									0

TTTA OUTPUT CATEGORY▼	FISCAL YEAR TO-DATE OUTPUTS & PEOPLE TOUCHED							REAL TOTAL
	SIF	Disability	Other	VISTA	AC	LSA	SC	
Number of Actual Units <i>Unit = # events</i>								0
Number of Actual People Touched								0
Actual: Description of Activity and Funding Source								
<b>EPostings</b>								
Number of Annual Planned Units <i>Unit = # of Postings</i>								0
Number of Actual Units <i>Unit = # events</i>								0
Number of Actual People Touched								0
Actual: Description of Activity and Funding Source								
<b>eCourses Utilized (ETR Only)</b>								
Actual Units <i>Unit = # e-courses used</i>								0
Actual Cumulative People Touched (used eCourses)								0
Actual: Descriptions of eCourses Used (including the number of people accessing it)								

TTA OUTPUT CATEGORY▼	FISCAL YEAR TO-DATE OUTPUTS & PEOPLE TOUCHED							
	SIF	Disability	Other	VISTA	AC	LSA	SC	REAL TOTAL
Unique website visits (for Resource Center only)								
Annual Cumulative Planned Units <i>Unit = # Page views</i>								0
Actual Units <i>Unit = # Page views</i>								0
Specialized websites (NSLC, VISTA Campus, AmeriCorps Connect)								0
# of people registered to use specialized websites								0
Actual: How many documents downloaded of downloadable documents?								0
Actual: How many toolkits utilized? Or How many users used Toolkits?								0
Actual: How many items distributed by the library?								0
Actual: How activity is funded & activity descriptions.								
<b>METHODOLOGY 2: FACE-TO-FACE TTA</b>								
On-site Technical Assistance								
Number of Annual Planned Units <i>Unit = # events</i>								0

T/TA OUTPUT CATEGORY ▼		FISCAL YEAR TO-DATE OUTPUTS & PEOPLE TOUCHED							
		SIF	Disability	Other	VISTA	AC	LSA	SC	REAL TOTAL
Number of Actual Units	Unit = # events								0
Number of Actual Attendees									0
Actual: Description of Activity and Funding Source									
<b>Training Events</b>									
Number of Annual Planned Units	Unit = # events								0
Number of Actual Units	Unit = # events								0
Number of Actual Attendees									0
Actual: Description of Activity and Funding Source									
<b>METHODOLOGY 3: TRAINING MATERIALS</b>									
Training Materials Developed									
Annual Cumulative Planned Units	Unit = # unique items developed								0
Actual Units	Unit = # unique items developed								0
Actual: Distributed to how many people (people touched)									0

TTA OUTPUT CATEGORY▼	FISCAL YEAR TO-DATE OUTPUTS & PEOPLE TOUCHED							
	SIF	Disability	Other	VISTA	AC	LSA	SC	REAL TOTAL
Actual: Description of Activity and Funding Source								
<b>eCourses Developed</b>								
Number of Annual Planned Units <i>Unit = # events</i>								0
Number of Actual Units <i>Unit = # events</i>								0
Actual: Description of Activity and Funding Source								
<b>10. Other outputs</b>								
Planned Units unique items <i>Unit = #</i>								
Actual Units <i>Unit = # unique items</i>								
Actual: Description of Activity and Funding Source								
<b>OVERALL PERFORMANCE (OLDT USE ONLY)</b>								
Overall number of people served	0	0	0	0	0	0	0	0
Overall number of materials developed	0	0	0	0	0	0	0	0
Overall number of events	0	0	0	0	0	0	0	0

T/TA OUTPUT CATEGORY▼	FISCAL YEAR TO-DATE OUTPUTS & PEOPLE TOUCHED							
	SIF	Disability	Other	VISTA	AC	LSA	SC	REAL TOTAL
11. Additional provider comments on information reported above (Text field, 2,000 characters)								



Grant Number		Provider Name	Program Year	T&T Category	Start	End	Source
							All Sources

TTA Customer Satisfaction

TTA Customer Satisfaction OVERALL TOTAL (Auto-Calculated)							
Question	# of Evaluations completed	Participants rating a training event at least 4.0 on a five-point scale on evaluation statements:	# Participants (Rating = or >4.0)	Percent Participants Rating = or > 4.0			
1. Overall training and trainer effectiveness (The subject matter was presented effectively, the trainer was knowledgeable, the trainer responded to questions, there were enough opportunities for discussion, the materials are useful.)	0		0				
2. The session met its stated learning objectives	0		0				
3. As a result of this training I gained new knowledge and skills relevant to my organization.	0		0				
4. I plan to apply what I learned at this session	0		0				

METHODOLOGY 1: DISTANCE TTA							
Question	# of Evaluations completed	Participants rating a training event at least 4.0 on a five-point scale on evaluation statements:	# Participants (Rating = or >4.0)	Percent Participants Rating = or > 4.0			
1. Overall training and trainer effectiveness (The subject matter was presented effectively, the trainer was knowledgeable, the trainer responded to questions, there were enough opportunities for discussion, the materials are useful.)							
2. The session met its stated learning objectives							
3. As a result of this training I gained new knowledge applicable to my work							
4. I plan to apply what I learned at this session							

METHODOLOGY 2: FACE-TO-FACE TTA							
Question	# of Evaluations completed	Participants rating a training event at least 4.0 on a five-point scale on evaluation statements:	# Participants (Rating = or >4.0)	Percent Participants Rating = or > 4.0			
1. Overall training and trainer effectiveness (The subject matter was presented effectively, the trainer was knowledgeable, the trainer responded to questions, there were enough opportunities for discussion, the materials are useful.)							
2. The session met its stated learning objectives							
3. As a result of this training I gained new knowledge applicable to my work							
4. I plan to apply what I learned at this session							

METHODOLOGY 3: TRAINING MATERIALS							
Question	# of Evaluations completed	Participants rating a training event at least 4.0 on a five-point scale on evaluation statements:	# Participants (Rating = or >4.0)	Percent Participants Rating = or > 4.0			
1. Overall training and trainer effectiveness (The subject matter was presented effectively, the trainer was knowledgeable, the trainer responded to questions, there were enough opportunities for discussion, the materials are useful.)							
2. The session met its stated learning objectives							
3. As a result of this training I gained new knowledge applicable to my work							
4. I plan to apply what I learned at this session							

**TTA Customer Satisfaction**

Grant Number	Provider Name	Program Year	T&T Category	Start	End	Source
0		0	0			All Sources

<b>T/TA Customer Satisfaction OVERALL TOTAL (Auto-Calculated)</b>				
Total Number of Trainees attended	# of Evaluations completed	Question	# Participants (Rating = or >4.0)	Percent Participants Rating = or > 4.0
0	0	1. Overall training and trainer effectiveness (The subject matter was presented effectively, the trainer was knowledgeable, the trainer responded to questions, there were enough opportunities for discussion, the materials are useful.)	0	
0	0	2. The session met its stated learning objectives	0	
0	0	3. As a result of this training I gained new knowledge applicable to my work	0	
0	0	4. I plan to apply what I learned at this session	0	

<b>METHODOLOGY 1: DISTANCE TTA</b>				
Total Number of Trainees attended	# of Evaluations completed	Question	# Participants (Rating = or >4.0)	Percent Participants Rating = or > 4.0
		1. Overall training and trainer effectiveness (The subject matter was presented effectively, the trainer was knowledgeable, the trainer responded to questions, there were enough opportunities for discussion, the materials are useful.)		
		2. The session met its stated learning objectives		
		3. As a result of this training I gained new knowledge applicable to my work		
		4. I plan to apply what I learned at this session		

<b>METHODOLOGY 2: FACE-TO-FACE TTA</b>				
Total Number of Trainees attended	# of Evaluations completed	Question	# Participants (Rating = or >4.0)	Percent Participants Rating = or > 4.0
		1. Overall training and trainer effectiveness (The subject matter was presented effectively, the trainer was knowledgeable, the trainer responded to questions, there were enough opportunities for discussion, the materials are useful.)		
		2. The session met its stated learning objectives		
		3. As a result of this training I gained new knowledge applicable to my work		
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<b>METHODOLOGY 3: TRAINING MATERIALS</b>				
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		1. Overall training and trainer effectiveness (The subject matter was presented effectively, the trainer was knowledgeable, the trainer responded to questions, there were enough opportunities for discussion, the materials are useful.)		
		2. The session met its stated learning objectives		
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