

# Refugee IDA Program Indicators Instructions

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## Grantee and Report Information

**Box B3: Grantee Name** – Please insert the name of the grantee organization.

**Box B4: Grant Number** – Please insert the grant number (e.g., 90Zlxxxx)

**Box E3: Reporting Period** – Insert the reporting period this report covers. (i.e., for the first reporting period report, enter: 9/30/17 – 3/31/18)

**Box E4 Budget Period** – Insert the reporting period this report covers. (i.e. for a first or second quarter report, enter 9/30/17 – 12/31/17)

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## Program Activities

**Box B7: Number of participants enrolled** - Enter the number of individuals enrolled in the program during the first reporting period.

**Box C7: Number of Participants enrolled** – Enter the number of individuals enrolled in the program during the second reporting period.

**Box D7: Number of Participants enrolled** – Enter the total number of individuals enrolled into the program during the fiscal year.

**Box E7: Number of Participants enrolled** – Enter the cumulative number of individuals enrolled into the program during the three-year project period.

**Box B8: Acres of land provided for RAPP activities** – Enter the number of acres of land being provided for RAPP activities during the first reporting.

**Box C8: Acres of land provided for RAPP activities** – Enter the number of acres of land being provided for RAPP activities during the second reporting period.

**Box B9: Number of Training Hours provided in nutrition and/or food safety for personal consumption** – Enter the total number of hours provided to participants in farming production techniques during the first report period.

**Box C9: Number of Training Hours provided in nutrition and/or food safety for personal consumption** – Enter the total number of hours provided to participants in farming production techniques during the second reporting period.

**Box D9: Number of Training Hours provided in nutrition and/or food safety for personal consumption**

- Enter the total number of hours provided to participants in farming production techniques during the fiscal year.

**Box E9: Number of Training Hours provided in nutrition and/or food safety for personal consumption**

- Enter the total number of hours provided to participants in farming production techniques during the 3-year project period.

**Box B10: Number of Training Hours provided in farming production techniques** - Enter the total number of hours provided to participants in farming production techniques during the first reporting period.

**Box C10: Number of training hours provided in farming production techniques** - Enter the total number of hours provided to participants in farming production techniques during the second reporting period.

**Box D10: Number of training hours provided in farming production techniques** - Enter the total number of hours provided to participants in farming production techniques during the fiscal year.

**Box E10: Number of training hours provided in farming production techniques** - Enter the total number of hours provided to participants in farming production techniques during the 3-year project period.

**Box B11: Amount of produce cultivated (lbs.)** - Enter the total number, in pounds (lbs.), of produce harvested by RAPP participants during the first reporting period.

**Box C11: Amount of produce cultivated (lbs.)** - Enter the total number, in pounds (lbs.), of produce harvested by RAPP participants during the second reporting period.

**Box D11: Amount of produce cultivated (lbs.)** - Enter the total number, in pounds (lbs.), of produce harvested by RAPP participants during the fiscal year.

**Box E11: Amount of produce cultivated (lbs.)** - Enter the cumulative number, in pounds (lbs.), of produce harvested by RAPP participants during the three-year project period.

**Box B12: Gross sales of produce sold by all participants (\$)** - Enter the total gross sales amount of all produces sold by all participants during the first reporting period.

**Box C12: Gross sales of produce sold by all participants (\$)** - Enter the total gross sales amount of all produces sold by all participants during the second reporting period.

**Box D12: Gross sales of produce sold by all participants (\$)** - Enter the total gross sales amount of all produces sold by all participants during the fiscal year.

**Box E12: Gross sales of produce sold by all participants (\$)** - Enter the cumulative gross sales amount of all produce sold by participants during the three-year project period.

**Box B13: Number of activities aimed towards increasing psychosocial development of refugees** – Enter the number of activities aimed towards increasing psychosocial development of refugees during the first reporting period.

**Box C13: Number of activities aimed towards increasing psychosocial development of refugees** – Enter the number of activities aimed towards increasing psychosocial development of refugees during the second reporting period.

**Box D13: Number of activities aimed towards increasing psychosocial development of refugees** – Enter the cumulative number of activities aimed towards increasing psychosocial development of refugees during the entire fiscal year.

**Box E13: Number of activities aimed towards increasing psychosocial development of refugees** – Enter the cumulative number of activities aimed towards increasing psychosocial development of refugees during the entire three-year project period.

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## Personal and Psychosocial Development Assessment

The objective of this section is to assess the personal growth and psychosocial development of individuals enrolled in RAPP, as they are relevant to RAPP activities. Grantees are to assess RAPP participants at the time of enrollment, and at the end of each fiscal year of the project period based on the following scale:

1. **Not at all** – Client cannot complete activities in this area without assistance from the grantee.
2. **Sometimes** - Clients can complete some activities on their own, but still require assistance from the grantee for related tasks.
3. **Most Of The Time** - Clients are able to complete most tasks in this area on their own, but may request occasional assistance from the grantee.
4. **All The Time** - Clients are able to complete all activities in this area without any assistance from the grantee.

Assessments are to be represented by the mean score of all participants. For the purpose of this section, mean scores will be calculated as:

$$\frac{(\sum \text{of all Individual Assessment Scores})}{(\text{Number of Individuals Assessed})}$$

**Boxes B28-B35:** Enter the mean score for each corresponding statement. The score should reflect the mean assessment score of all participants at the time of enrollment.

**Boxes C28-35:** Enter the mean score for each corresponding statement. The score should reflect the mean assessment score of all participants at the end of each fiscal year.

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## Logic Model Outputs Progress

**Boxes A41-A51** (add additional boxes as necessary): List separately, all outputs included in the Logic Model that was submitted in the Grant Application (e.g., 100 flyers disseminated, 40 introductory workshops held, etc.).

**Boxes B41-B51** (add additional boxes as necessary): Enter the actual output during the first six months of the reporting period.

**Boxes D41-D51** (add additional boxes as necessary): Enter the actual output during the second six months of the reporting period only.

**Boxes F41-F51** (add additional boxes as necessary): Enter the cumulative output during the reporting year.

**Boxes G41-G51** (add additional boxes as necessary): Enter the cumulative output during the entire three-year project period.

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## Logic Model Outcomes Progress

**Boxes A55-A65** (add additional boxes as necessary): List separately, all outcomes included in the Logic Model that was submitted in the Grant Application (e.g., three farm business established, 100 families provided nutrition services, etc.).

**Boxes B55-65** (add additional boxes as necessary): Enter the actual outcomes during the first six months of the reporting period.

**Boxes D55-D65** (add additional boxes as necessary): Enter the actual outcomes during the second six months of the reporting period only.

**Boxes F55-F65** (add additional boxes as necessary): Enter the cumulative outcomes during the reporting year.

**Boxes G55-G65** (add additional boxes as necessary): Enter the cumulative outcomes during the entire three-year project period.