**Maui County VISTA Project**

**Performance Measures Reporting Template**

Period Covered by this Report: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Report Submitted to WDC \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Site Location (Every reporting period submit one report for each site)

* American Job Center
* Office of Economic Development

Supervisor (printed name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Narratives**

# Challenges

*Describe the challenges you encountered during this reporting period. Include whether challenges have been resolved. If challenges remain unresolved, note your plans to address them.*

*Response:*

# Recruitment and Support

*Describe efforts being made toward recruitment and support of AmeriCorps VISTA members. Include any strategies implemented, best practices developed, or specific challenges faced. Describe your plan to ensure a smooth transition between outgoing and incoming AmeriCorps VISTA members. Note: Do not report recruitment of community volunteers in this section; community volunteers are addressed in a different narrative section.*

*Response:*

# Training/Technical Assistance Needs

*Describe the type of assistance that you would like from CNCS at this time. If you are interested in making revisions to the currently awarded project application, including performance measures or VISTA Assignment Description, please describe the revisions needed.*

*Response:*

# Partnership/Collaboration Development

*List the CNCS or non-CNCS programs or organizations with which your AmeriCorps VISTA project is partnering or collaborating that are intended to further the activities and goals of the VISTA project. Describe the nature of the partnership or collaboration and how they relate to the project goals. Include notable activities and results.*

*Response:*

# Resource Development

*Describe the resources that you recorded on the Demographics tab of this PPR. Describe the strategies to recruit and/or manage community volunteers as well as the nature of their activities. Include the source and the use of the cash or in-kind* resources generated by the VISTA project. Identify the AmeriCorps VISTA member(s) responsible for developing the resource.

*Response:*

# Sustainability

*Describe specific strategies that are in place to sustain the results of the VISTA project. Describe your plan and progress toward transitioning your project away from AmeriCorps VISTA resources.*

*Response:*

**Performance Measures**

Data for all “Actuals Performance” needs to be collected in accordance with the definitions of key terms and data collection protocols for that performance measure. Specific instructions can be found at: <http://www.nationalservice.gov/resources/performance-measurement/vista>

**Maui County American Job Center & Office of Economic Development**

**Performance Measures Progress**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Measure Type** | **Measure** | **Target** | **Actual** | **Progress** |
| Output | AJC Policies and Procedures that include Scope of Work for WDBs and EDs - Consistent Statewide | 5 | 0 | 0.00 % |
| Output | AJC outreach and branding plan to position AJCs as go-to resources for businesses and job seekers | 5 | 0 | 0.00 % |
| Outcome | more job seekers visit the AJC for employment assistance | 75 | 0 | 0.00 % |
| Outcome | manual of policies and procedures to ensure consistent statewide program and service delivery | 5 | 0 | 0.00 % |
| Outcome | more businesses contact the AJC for workforce recruitment assistance | 8 | 0 | 0.00 % |
| # of Full time VISTAS |  | 1 | 0 | 0.00 % |

(continued on next page)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **PM 37 - Capacity Building & Leverage - Scale/Reach - Full Time - 1** | | | | | |
| **Focus Area -** | **Measure Type** | **Measure** | **Target** | **Actual** | **Progress** |
| Economic Opportunity & Employment | Anti-Poverty Output | more individual job seekers, including those with barriers, served through AJC programs and services | 75 | 0 | 0.00 % |
| more businesses recognize the AJCs as go-to resources for workforce assistance | 5 | 0 | 0.00 % |
| more individuals with barriers to employment secure gainful work | 25 | 0 | 0.00 % |
| more business recruit and hire job seekers who went to the AJC for employment assistance | 5 | 0 | 0.00 % |
| # of Full time VISTAS |  | 1 | 0 | 0.00 % |

Submit Project Progress reports to: Kayla Rosenfeld, WDC VISTA Project Coordinator at

[kayla.c.rosenfeld@hawaii.gov](mailto:kayla.c.rosenfeld@hawaii.gov). If you have questions about submitting this report, contact the Coordinator at (808) 586-9283.

By signing below, I certify that all provided information about VISTA Member activity at this Service Site is true and correct to the best of my knowledge. (check one)

* American Job Center
* Office of Economic Development

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Signature of Site Supervisor Date Signed