**WDC VISTA Project**

**Performance Measures Reporting Template**

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

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

Site Location Workforce Development Council Office, Honolulu

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>

**Workforce Development Council**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Measure Type** | **Measure** | **Target** | **Actual** | **Progress** |
| Output | Expanded statewide Rapid Response infrastructure to include layoff aversion strategies | 5 | 0 | 0.00 % |
| Output | Coordinated statewide Rapid Response Policies and Procedures | 4 | 0 | 0.00 % |
| Output | Statewide Rapid Response Manual | 4 | 0 | 0.00 % |
| Outcome | American Job Center is go-to resource for business and workforce support | 5 | 0 | 0.00 % |
| Outcome | More local businesses participate in Business Engagement program | 5 | 0 | 0.00 % |
| Outcome | Pro-active business support (Layoff Aversion) instead of reactive (WARN) | 5 | 0 | 0.00 % |
|  | # of Full time VISTA Members | 1 | 0 | 0.00 % |

**Performance Measures Progress**

(continued on next page)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Focus Area -** | **Measure Type** | **Measure** | **Target** | **Actual** | **Progress** |
| Economic Opportunity - Employment | Anti-Poverty Output | More local businesses contact the AJC for workforce support | 5 | 0 | 0.00 % |
| number of businesses that accept Rapid Response services | 0 | 0 | 0.00 % |
| public landing page on WDC website dedicated to WARN and Rapid Response information | 5 | 0 | 0.00 % |
| businesses hire skilled workforce candidates that came through the AJC | 10 | 0 | 0.00 % |
| better informed dislocated workers, guided access to the AJC programs and services, re-employment | 5 | 0 | 0.00 % |
| an informed public that can better navigate state bureaucracy and advocate for their needs | 25 | 0 | 0.00 % |
| # of Full time VISTA Members | 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.

* WDC Office, Honolulu

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Signature of Site Supervisor Date Signed