

APPENDIX C

Evidence-based Programs Instructions

I. Background

The Administration is committed to using taxpayer dollars effectively and efficiently. Central to that commitment is a culture where agencies constantly (1) ask and answer questions that help them find, implement, spread, and sustain effective programs and practices, (2) identify and fix or eliminate ineffective programs and practices, (3) test promising programs and practices to see if they are effective and can be replicated, and (4) find lower cost ways to achieve positive impacts. By providing opportunities to expand evidence-based practices, CNCS is equipping partners to demonstrate and enhance the impact of volunteering toward pressing needs.

In conjunction with the 2016 Invitations to Apply, Senior Corps will accept proposals for funding at a higher level than the baseline grant award in order to engage Senior Corps volunteers in evidence-based service activities. This higher level of funding may help grantees to cover some of the costs associated with implementing and managing an evidence-based program. Such costs may include special training and supervision, establishment of new partnerships and procedures, monitoring of evidence-based practices and/or analyzing outcome data. Applicants are encouraged to collaborate with researchers seeking to understand the contribution of Senior Corps volunteers supporting evidence-based programs.

The term “evidence-based program,” in general, refers to a set of activities and practices supported by a theory of change tested through a rigorous program evaluation. Federal agencies consider a program to be “evidence-based” if program evaluations demonstrate a causal relationship between program activities and specified outcomes.

Opportunity for increased funding

Applicants may request a one-time and/or annual funding increase. Sponsors and their partners may replicate an evidence-based program model listed on a Federal evidence registry (*see table 1, below*) or they may create their own program model and collaborate with researchers to evaluate its effectiveness. In the latter case, the planned evaluation design must meet submission requirements for one of the repositories listed in Table 1 below. Applicants may request an annual level of federal funding of up to \$500,000.

For the purposes of this Notice, “replicate” means that essential components or key elements of the service activities are implemented as described in the evidence-based program model and that adaptations are relatively minor. ***Some modification to a given model may be necessary and appropriate in response to local conditions, and all applicants with programs based in part or in full on an evidence-based model are encouraged to apply.*** For assistance in considering relevant local options, send an email to evidencebased@cns.gov to set up an appointment. General technical assistance will be offered through live and recorded webinars, as well as “evidence-based office hours.”

II. Applicant Instructions

As an applicant seeking 2016 RSVP renewal funding, how can I meet the National Performance Measures requirement related to health education programming?

If your application will include a work plan to engage volunteers in an evidence-based health education program and you will measure the number of clients participating, those volunteers count toward the minimum requirement in 2016 RSVP Grant Renewal Invitation to Apply, Section A.3. National

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Performance Measures. In the first line of the community needs section of the related work plan, enter “Evidence-Based Program Work Plan,” identify the program model by its name and origin, and describe how it relates to the proposed service activity.

How do I request additional funding to support evidence based programming?

All information regarding an evidence-based funding request should be entered in the final, “Other” section of the application narrative (see Senior Corps grant application instructions, Part II. Section F: Other NOFA Requirements). Core parts of the application—including work plans and budget information—should be built on the *current/baseline annual funding level*.

In the “Other” section of the application narrative, applicants must describe how funding above the baseline level will be used to engage volunteers in evidence-based service activities. Quality proposals will include the following information:

- If applicable, the name of the evidence-based program model and the Federal registry or clearinghouse in which it is listed. See Table 1 for Federal evidence registries, addresses and instructions for identifying qualifying programs or studies within each.
- A description, with appropriate citation, of any research studies that provide evidence for a causal connection between the selected program model, its services and practices, and the desired outcomes for the population served. Explain how the results of those evaluations are applicable to the applicant’s proposed geographic service area and target population.
- A description of the evidence-based services and practices that Senior Corps volunteers will support in relation to the selected program model. The applicant should explain any planned modifications to features of the evidence-based model and explain how these adjustments are appropriate for local conditions.
- A description of methods the applicant will use to monitor fidelity to identified key features of the evidence-based program model. The applicant should describe any partnerships with researchers studying the efficacy of the model or fidelity of the Senior Corps implementation.
- An outline of the proposed budget for augmented funding, explaining how the funding will be used to either:
 - o engage additional volunteers in an evidence-based intervention, and/or
 - o support costs associated with the implementation, monitoring, and evaluation of evidence-based programming.

The budget for augmented funding should identify 1) the number of *additional* volunteers to be engaged, if any, and 2) estimates for materials, training, data collection, consulting fees, travel or other costs associated with the evidence-based program. Identify which costs will recur annually vs. one-time or program “start-up” costs.

PLEASE NOTE: It is entirely acceptable to use work plans and associated volunteers supported under baseline funding to implement proposed evidence-based programming. Outside of the “Other” section of the grant proposal narrative, the grant application must be based on current/baseline funding levels.

III. Funding Augmentation Review and Award Process

All evidence-based augmentation requests for FY 2016 will be assessed in April 2016. Therefore, **applicants should be prepared to begin their 2016 programs at the baseline level of funding.** For projects underway in or prior to April 2016, grantees selected to receive augmented funding will be

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asked to submit an amended budget and work plan(s) in eGrants. Grantees with projects starting July 1 will be asked, if selected under this process, to incorporate changes to budget and work plans prior to the Grant Officer’s review and the initial award.

As part of an initial review of submissions, the Senior Corps program office will identify grantees with submissions in the “Other” field and will request clarifications to augmentation requests that contain inadequate information. Following clarification, expert external reviewers will assess the “Other” section of submitted narratives for:

- 1) the quality of responses to items identified in the instructions for this section,
- 2) the potential impact on persons served, and
- 3) the perceived opportunity for the proposed program to support learning around the engagement of seniors in evidence-based interventions.

Table 1. Federal evidence registries of programs and program evaluations

| Agency | Name of registry, web address, and description | Search tip and acceptable rating |
|--|--|--|
| Administration for Community Living (U.S. Dept. of Health and Human Services) | Aging and Disability Evidence-Based Programs and Practices www.acl.gov/Programs/CPE/OPE <i>Description: Contact and study information for a dozen programs that can be readily replicated.</i> | All models listed on this page |
| Centers for Disease Control (U.S. Dept. of Health and Human Services) | CDC Compendium of Effective Fall Interventions www.cdc.gov/homeandrecreationalafety/Falls <i>Description: Highlights 15 exercise and 12 multi shown to reduce falls among seniors 60+.</i> | Program must be present on list |
| Institute for Education Sciences (U.S. Department of Education) | What Works Clearinghouse/Find What Works www.ies.ed.gov/ncee/wwc <i>Description: Summarizes and rates evidence for 150+ educational programs, many with cost and contact information.</i> | <i>Filter by “Effectiveness Rating” and other criteria. Program must be rated “Potentially Positive” or “Positive”</i> |
| National Institutes of Health, National Cancer Institute (U.S. Dept. of Health and Human Services) | Research-tested Intervention Programs (RTIPs) http://rtips.cancer.gov/rtips <i>Description: Summarizes and rates evidence and replicability for 150+ cancer prevention programs.</i> | <i>Filter by any criteria. Program must score 4 or higher in “Research Integrity” and “Intervention Impact”</i> |
| National Institute of Justice (U.S. Department of Justice) | CrimeSolutions.gov http://www.crimesolutions.gov/ <i>Description: Summarizes and rates evidence for 350+ programs for criminal justice outcomes.</i> | <i>Search by keyword and filter by any criteria. Programs must be rated “Promising” or “Effective.”</i> |
| Office of Juvenile Justice and Delinquency Prevention (U.S. Department of Justice) | Model Programs Guide http://www.ojjdp.gov/mpg/ <i>Description: Summarizes and rates evidence for 250+ programs for juvenile justice and youth prevention, intervention, and reentry outcomes.</i> | <i>Search by keyword and filter by any criteria. Program must be rated “Promising” or “Effective.”</i> |
| Substance Abuse and Mental Health Services Administration (U.S. Dept. of Health and Human Services) | National Registry of Evidence Based Programs www.nrepp.samhsa.gov <i>Description: Rates 350+ substance abuse and mental health interventions.</i> | <i>Enter keyword and click “Search Now.” Legacy programs must be rated 3+ for desired outcome. Newly reviewed programs must be “Promising” or “Effective.”</i> |

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| Agency | Name of registry, web address, and description | Search tip and acceptable rating |
|---|--|--|
| Administration for Children and Families (U.S. Dept. of Health and Human Services,) | Strengthening Families Evidence Review http://familyreview.acf.hhs.gov/ <i>Reviews 199 studies and identifies 18 with high and moderate rating. (Does not rate programs.)</i> | <i>Filter Study Search for Study Rating = "Moderate" or High</i> |
| Centers for Medicare and Medicaid Services (U.S. Dept. of Health and Human Services) | Evaluation of Community-based Wellness and Prevention Programs https://innovation.cms.gov/Files/reports/CommunityWellnessRTC.pdf <i>Description: Examines Medicaid cost savings from participation in programs promoting physical activity, falls prevention, and chronic disease self-management. For example, Matter of Balance and CDSMP.</i> | <i>Evidence for widely adopted programs is reviewed in Section 1. Evidence Review Results. Program must have at least one "Level 1" study.</i> |
| Corporation for National and Community Service (CNCS) | Evidence Exchange www.nationalservice.gov/evidence-exchange <i>Description: Contains evaluation research reports on models sponsored by CNCS, notably Minnesota Reading Corps (Pre-K, K-3) and social enterprise.</i> | <i>Go to Advanced Search and select Levels of Evidence. Supporting studies must be rated "Moderate" or "Strong"</i> |
| U.S. Department of Labor | Clearinghouse for Labor Evaluation and Research (CLEAR) http://clear.dol.gov/ <i>Description: Summarizes and rates studies (250+) in topic areas such as career academies, opportunities for youth, and behavioral finance</i> | <i>Search by keyword and filter by "Study type" = "Causal Analysis." Supporting studies must be rated "Moderate Causal Evidence"</i> |