<u>**Guiding Subgrantees in Performance Measurement**</u>
Small Group Activity

1. Read example.

2. Discuss: What CNCS resources and tools could you use to evaluate these performance measures?
For example:

- Performance Measure Template **(new)**
- 2017 National Performance Measure Instructions (includes Performance Measure Example, Review Notes, FAQs, Checklist in Appendix B)
- Sample clarification items based on the Checklist **(new)**

3. Discuss: How would you approach working with this applicant on their performance measures?
For example:

- Using the summary provided and the performance measures, can you determine the applicant's main purpose with their AmeriCorps program? Do the performance measures fit the overall goal?
- If the performance measures do not align with the Theory of Change or are not a significant part of member efforts:
  o Work with the subgrantee to completely overhaul the performance measures (may include deleting measures that are not a significant part of the Theory of Change or member efforts)
  o Sometimes, commissions may wish to move weak but promising applications to planning grant
- If performance measures require some modifications:
  o Use standard clarification item document as a starting place for drafting clarification items
  o Complete pre-award revisions
  o Add a special condition to fix performance measures, likely prior to member enrollment

4. Practice: Use the CNCS resources and tools you have selected to review the performance measure and determine what needs to be improved.

What aspect(s) of this performance measure need improvement? Why?
What would you clarify or fix pre-award? If time allows, draft your clarification items.

<u>**If time allows:**</u>
5. Discuss: If this application is awarded, what Training and Technical Assistance strategies could you use to help the grantee strengthen or use their performance measures?
For example:

- Review data collection tools and procedures related to performance measures
- Talk about grantee's performance measure plan during check-in calls, site visits, etc.
- Offer trainings/webinars or require completion of Knowledge Network courses

Report Out Template

Total time per group: no more than 3 minutes

1. In 30 seconds or less, describe the applicant's performance measures.
2. How did you approach working with this applicant on their performance measures?
3. What CNCS tools or resources did you use to conduct your review? How were they helpful?