

**§ 2553.100 What is the purpose of this subpart?**

This subpart sets forth the minimum performance measurement requirements for Corporation-funded Retired and Senior Volunteer Program (RSVP) projects.

**§ 2553.101 What is the purpose of performance measurement?**

The purpose of performance measurement is to strengthen the RSVP project and foster continuous improvement. Reporting on performance measures is used by the Corporation as part of assessing the impact of the project on the community and on the accomplishment of the objectives established in the Corporation's Strategic Plan. In addition, as part of the competitive process, performance measures are used to assess how an applicant for a grant approaches the design of volunteer activities and the measurement of their impact on community needs.

**§ 2553.102 What performance measurement information must be part of an application for funding under RSVP?**

An application to the Corporation for funding under RSVP must contain:

- (a) Performance measures.
- (b) Estimated performance data for the project years covered by the application.
- (c) Actual performance data, where available, for the preceding completed project year.

**§ 2553.103 Who develops the performance measures?**

(a) An applicant is responsible for developing its own project-specific performance measures.

(b) In addition, the Corporation may establish performance measures that will apply to all Corporation-sponsored RSVP projects, which sponsors will be responsible for meeting.

**§ 2553.104 What performance measures must be submitted to the Corporation and how are these submitted?**

(a) An applicant for Corporation funds is required to submit at least one of each of the following types of performance measures as part of their ap-

plication. The Corporation will provide standard forms.

- (1) Output indicators.
- (2) Outcome indicators.
- (b) An applicant must also submit any uniform performance measures the Corporation may establish for all applicants.
- (c) The Corporation may specify additional requirements relating to performance measures on an annual basis in program guidance and related materials.

**§ 2553.105 How are performance measures approved and documented?**

- (a) The Corporation reviews and approves performance measures for all applicants that apply for funding from the Corporation.
- (b) An applicant must follow Corporation-provided guidance and formats provided when submitting performance measures.
- (c) Final performance measures, as negotiated between the applicant and the Corporation, will be documented in the Notice of Grant Award (NGA).

**§ 2553.106 How does a sponsor report performance measures to the Corporation?**

The Corporation will set specific reporting requirements, including frequency and deadlines, concerning performance measures established in the grant award. A sponsor is required to report on the actual results that occurred when implementing the grant and to regularly measure the project's performance.

**§ 2553.107 What must a sponsor do if it cannot meet its performance measures?**

Whenever a sponsor finds it is not on track to meet its performance measures, it must develop a plan to get back on track or submit a request to the Corporation to amend its performance measures. The request must include all of the following:

- (a) Why the project is not on track to meet its performance requirements;
- (b) How the project has been tracking performance measures;
- (c) Evidence of corrective steps taken;
- (d) Any new proposed performance measures; and