

Measurable Outcomes/Indicators for VISTA Workplans

Overall project goal:

The Habitat for Humanity of Minnesota VISTA project will develop and implement programs and systems to secure community support and involvement through volunteer, financial and/or in-kind resources that will enable Minnesota Habitat affiliates to build more homes and serve more very low-income families.

REQUIRED data for the Corporation for National and Community Service (CNCS)

VISTA members and supervisors are required to report the following data each quarter on their Project Progress Report (PPR). All VISTA work plans are required to include in the workplan *as many* of the following measures as possible as indicators/outcomes.

- Number of community volunteers recruited/coordinated
- Number of community volunteers recruited/coordinated who are Baby Boomers
- Number of service hours performed by community volunteers
- Dollar value of cash resources developed by VISTA members
- Dollar value of non-cash resources developed by VISTA members

ALL VISTA workplans must also include *at least three and preferably more* of the indicators/outcomes listed below for their workplan type. Please Note: Affiliates that are unable to identify three indicators/outcomes from the list that are appropriate for their VISTA workplan should contact Sara Wessling, the VISTA Program Manager, for assistance.

Volunteer Recruitment & Management

- Volunteer job descriptions created for the following positions: (list positions here)
- Volunteer recognition program developed
- Presentations made to XX community groups about volunteer opportunities with Habitat
- XXX contacts added to volunteer database
- Volunteer interest forms collected from XXX volunteers
- Volunteer orientation presentation developed
- Orientation provided to XXX volunteers
- Volunteer training program developed
- Training provided to XXX volunteers
- X volunteers recruited to serve on the Volunteer Committee
- XXX construction volunteers recruited for Habitat home in Anytown, MN
- Volunteers recruited from XX new communities
- Number of volunteers increases by XX% from A (baseline #) to B (goal #)
- Number of volunteer hours increases by XX% from XXXX to YYYYY

Church/Faith Relations

- Written church relations plan created
- Affiliate specific church relations manual created
- XXX churches provided with information about partnership opportunities with Habitat
- XX church champions/liaisons recruited
- XX church champions/liaisons trained
- XX presentations made to churches about partnership opportunities
- Partnerships established with churches in X number of new communities
- XX churches provide meals for volunteer groups
- XX churches to provide construction volunteers for volunteer workdays
- X volunteers recruited to serve on the Church Relations Committee

- Number of churches providing volunteer support increases by XX% from A to B
- XX churchs provide financial support to the affiliate in FY 2010
- Churches providing financial support increases by XX% from A to B
- Churches provide \$XX,XXXX in support to the affiliate in FY 2010
- Financial support from churches increases by XX% from \$AAAAAA to \$BBBBBB

Youth United (YU)

- Youth United committee charter created
- Presentations made to XX church/school youth groups to secure participation in YU program
- XX Youth United committee members recruited
- XX youth volunteers and YY adult mentors recruited for Youth United Committee
- Youth volunteers contribute XXXX volunteer hours
- Youth volunteer hours increases by XX% from AAAA to BBBB
- \$XXXXXX in cash resources secured for Youth United home
- \$XXXXXX in in-kind resources secured for Youth United home

Public Relations & Marketing

- Affiliate marketing plan created
- XX newspaper articles published highlighting affiliate activities and/or events
- X volunteers recruited to serve on Public Relations committee
- Affiliate participates in XX community outreach events to raise awareness about affiliate activities
- XXXX individuals attend affiliate fundraising event
- Attendance at affiliate fundraising event increases by XX% from A to B
- XXX individuals apply to become Habitat homeowners
- Number of homeowner applications increases by XX% from A to B
- Fundraising events generate \$XXXXXX

ReStore

- ReStore policy and procedure manual created
- Marketing plan developed for the ReStore
- Website created for the ReStore or ReStore section added to affiliate website
- Volunteer job descriptions created for the following positions: (list positions here)
- Orientation program developed for ReStore volunteers
- XX ReStore volunteers attend orientation
- Training program developed for ReStore volunteers
- XXX ReStore volunteers trained
- ReStore safety plan developed
- XXX ReStore volunteers receive safety training
- Number of ReStore volunteers increases by XX% from A (baseline #) to B (baseline #)
- ReStore volunteer hours increases from XXXX to YYYY
- Recruit X volunteers to serve on ReStore Committees
- XX tons diverted in FY 2010
- Tons diverted increases by XX% from AAA to BBB
- Annual ReStore sales increases by XX% from \$XXXXXX to \$YYYYYY
- Secure \$XXXXX in in-kind donations of product for the ReStore
- Develop partnerships with XX new retail business donors

Resource Development

- Affiliate fund development plan created
- XXX contacts added to the donor database
- Newsletter generates \$XXXX in donations
- Annual donors club program developed
- XXX individuals recruited for annual donors club

- Donations from individuals increase by XX% from A to B
- X house sponsors secured for FY 09
- XX grant requests completed and submitted
- \$XXXXXX in grant funds secured

Committee Development VISTA

- Committee charter written and approved by affiliate board
- Committee manual created
- Committee member recruitment plan developed
- Orientation and training plan created for committee members
- Committee chair recruited
- X committee members recruited
- X committee members trained

Family Selection/Family Support

- X volunteers recruited for Family Selection Committee
- X volunteer trained to serve on Family Selection Committee
- Affiliate family selection policies and procedures documented
- XX qualified families selected for homes to be built by the affiliate
- Partner family applications increases by XX% from AAA to BBB
- XX family mentor volunteers recruited
- XX family mentor volunteers trained
- Homeowner training program developed
- XX homeowner families complete required training
- Homeowner delinquencies decrease by XX% from A to B

New Community Outreach VISTA

- Habitat chapter/task force formed in new community
- Brochures/promotional materials created
- XX presentations made to local groups
- Database of community contacts created
- Build schedule developed
- Committee roles and responsibilities defined for Construction, Publicity, Resource Development, and Volunteer Committees
- Resource development plan created
- Committee chairs recruited for Construction, Publicity, Resource Development and Volunteer Committees
- Steering committee formed with representatives from faith communities, local community and civic groups
- Construction committee established – X committee members recruited, meetings held quarterly/monthly/etc.
- Volunteer Committee established -- X committee members recruited, meetings held quarterly/monthly/etc.
- XXX volunteers recruited for construction tasks
- XX grants written/funding requests submitted
- Necessary funds secured to build at least one home \$XXXXXXX – at least ½ funds raised before construction begins
- X homes completed