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## Measurement Tools Description Sheet

*The purpose of this document is to provide clarification and description information regarding the various measurement tools that your agency has to choose from for the United Way grant application for program support. **All applying programs are required to select at least two of the standard measurement tools that are provided.** These tools will be among the items that will be tracked through quarterly reports to determine whether or not your program is meeting the attainment goals and measures as proposed in your grant application.*

### Education Measurement Tools

- **Report Cards-** Report cards are from the participants' school and grades must be converted on a 0-100% scale. According to the Escambia County School District report card grades for students in grades 1-12 are as follows:
  - A= 90%-100%
  - B=80%-89%
  - C=70%-79%
  - D=60%-69%
  - F=0%-59%
- **Florida Standards Assessment (FSA) Scores-** Please convert to a 0%-100% scale
- **Standardized Assessments-**These assessments are required to be submitted to United Way of Escambia for pre-approval before the submission of the application for program support. The standardized assessment must be commonly recognized and/or reputable test. These scores are required to be converted to a 0%-100% scale. An example of a standardized assessment could be the Verbal Behavior Milestones Assessment and Placement Program (VB-MAPP).
- **School Attendance-**For the 2016-17 school year calculate attendance percentage for each student by dividing how many days the student attended by how many total days school was in session during the reporting (United Way Quarterly) cycle. This should be reported as an attendance rate percentage on a scale of 0%-100%.
- **Certificate of Successful completion of Training or Graduation-**Any participants who have completed some type of training program and/or graduated from school. This will be reported as a numeric entry in the quarterly reports.

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## Education Measurement Tools Continued

- **Procurement of Scholarships with Scholarship Amounts-** This measurement is tracking the number of clients who have attained scholarships for the purposes of education in a school or class setting. Scholarships that are used to offset costs associated with students' attendance of your agency program do not qualify. There will be one field on the quarterly report to indicate the number of participants who have attained scholarships and one field to report on the dollar amount of scholarships attained.
- **Procurement of Internships-** This measurement is tracking the number of participants who have procured an internship. This will be reported in a numeric field in the quarterly report.
- **Procurement of GED-** This measurement is tracking the number of participants who have procured a GED. This will be reported in a numeric field in the quarterly report.
- **Procurement of Employment-** This measurement is tracking the number of participants who have attained employment. This will be reported in a numeric field in the quarterly report.

## Financial Stability Measurement Tools

- **Housing Status-** This measurement is tracking the number of participants who were housing insecure and were able to resolve the issue and have maintained secure housing for at least 30 consecutive days. This will be reported in a numeric field in the quarterly report.
- **Employment Status and History-** This measurement is tracking the number of participants who went from unemployed to employed, and/or participants who went from underemployment (P/T to F/T; increased hourly wage by at least 25 cents; secured health benefits as a part of employment). This will be reported in a numeric field in the quarterly report.
- **Use of Food Stamps-** This measurement is tracking the number of participants who were food/financially insecure and were able to procure benefits to stabilize household. This will be reported in a numeric field in the quarterly report.

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## Financial Stability Measurement Tools Continued

- **Use of WIC-** This measurement is tracking the number of participants who were food/financially insecure and were able to procure benefits to stabilize household. This will be reported in a numeric field in the quarterly report.
- **Use of Government Subsidies-** This measurement is tracking the number of participants who were financially insecure and were able to procure benefits to stabilize household. This will be reported in a numeric field in the quarterly report.
- **Completion of Financial Literacy Training-** This measurement is tracking the number of participants who have completed a financial literacy class or course related to basic financial topics such as Banking, Credit, Budgeting, etc. This will be reported in a numeric field in the quarterly report.
- **Banking Status-** This measurement is tracking the number of participants who have improved their access and utilization of mainstream financial services (from high-predatory and high-interest lending situations to mainstream financial service products). This will be reported in a numeric field in the quarterly report.
- **Reduction in Debt-** This measurement is tracking the number of participants who have reduced their debts. There will be one field on the quarterly report to indicate the number of participants who have reduced debts and one field to report on the dollar amount of the debt reduction.
- **Prevention or Delay in Foreclosure or Eviction-** This measurement is tracking the number of clients who were housing insecure (under threat of eviction or foreclosure), who were able to resolve the issue and have maintained secure housing for at least 30 consecutive days. This will be reported in a numeric field in the quarterly report.
- **State for Federal forms that capture Financial Security-** This measurement tracks the number of participants who through state and/or federal programs or tracking, have stabilized finances. This will be reported in a numeric field in the quarterly report.

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## Health Measurement Tools

- **Housing Status-** This measurement tracks the number of participants who are able to remain independently living in their home through the intervention of services. This will be reported in a numeric field in the quarterly report.
- **Employment Status and History-** This measurement tracks the number of participants who were able to gain employment; go from underemployment to full employment, or retain employment due to the program service provided. This will be reported in a numeric field in the quarterly report.
- **Health Assessment Form-** The purpose of this measurement tool is to track a participants improved mobility, cognitive function, or other abilities that enable them to participate more fully in a healthy life. **These assessments are required to be submitted to United Way of Escambia for pre-approval before the submission of the application for program support.** The health assessment must be a commonly recognized and/or reputable test. This will be reported in a numeric field in the quarterly report.
- **Use of Tobacco-** This measurement tracks the number of participants who have enrolled and completed tobacco cessation programs, as well as the number of participants who discontinue tobacco use for a minimum 90 day period. This will be reported in a numeric field in the quarterly report.
- **Abuse of Alcohol or Illegal Substances-** This measurement tracks the number of participants who have successfully completed drug and/or alcohol intervention programs; have discontinued substance abuse due to the program, and maintained 30, 60, and 90 days of sobriety; lastly this tracks the number of participants who demonstrate positive life changes. This will be reported in a numeric field in the quarterly report.
- **Basic Fitness Test-**The purpose of this measurement tool is to track a participant's improved fitness that will enable them to participate more fully in a healthy life. **These assessments are required to be submitted to United Way of Escambia for pre-approval before the submission of the application for program support.** This will be reported in a numeric field in the quarterly report.
- **Personal Well Being-**This measurement tracks participants exhibiting positive change in unhealthy emotional statuses and a reduction in negative thoughts, outbursts, or other actions towards themselves or others. **These assessments are required to be submitted to United Way of Escambia for pre-approval before the submission of the application for program support.** This will be reported in a numeric field in the quarterly report.

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## Health Measurement Tools Continued

- **Behavior Modification/Skill/Therapy Program Completion-** This measurement tracks participants who complete an accredited Behavior Modification/Skill/Therapy program. **These assessments are required to be submitted to United Way of Escambia for pre-approval before the submission of the application for program support.** This will be reported in a numeric field in the quarterly report.
- **State or Federal Forms that Capture Client Nutritional Standing-**The measurement tracks participants who were enrolled in subsidized nutrition benefits; able to maintain independence due to access to appropriate nutrition; improved nutritional standing due to the program service. **These assessments are required to be submitted to United Way of Escambia for pre-approval before the submission of the application for program support.** This will be reported in a numeric field in the quarterly report.