

Guide to ARC Project Performance Measures – Education, Training and Workforce Development Projects

Standalone Measures

Plans/Reports <i>Outcome</i>	
Definition	The number of plans or reports developed as the result of an ARC project
Example grant activities	Create a work group to conduct a feasibility study, hire a contractor to create an asset map, or assess baseline data to determine next steps for full implementation and scaling
How might this be measured?	Number of plans/reports
Typical timeframe	By grant closeout
Additional guidance	

Programs Implemented <i>Outcome</i>	
Definition	The number of new programs implemented as a result of an ARC project
Example grant activities	Launch new curriculum, deliver content in a new virtual platform
How might this be measured?	The number of courses delivered, the number of certificate programs offered, the number of work-based learning programs launched
Typical timeframe	By grant closeout
Additional guidance	<ul style="list-style-type: none"> • If possible, use with other measures that indicate the results of the project, such as students/workers/participants served and improved, etc. • This measure should only be used for programs started with an ARC project. In order to capture this measure, the ARC project needs to include activities that would result in the creation of a new program, such as the development of new curricula or other workforce and education activities.

Paired Measures

	Businesses Served <i>Output</i>	Businesses Improved <i>Outcome</i>
Definition	The number of businesses served or impacted by an ARC project	The number of businesses with a measurable improvement as a result of an ARC project
Example grant activities	Form a Business Advisory Council to inform creation of curriculum, train local businesses to support an internship program, host a job fair in partnership with local businesses	
How might this be measured?	Number of businesses participating on Advisory Council, number of businesses hosting interns, number of businesses participating in job fair	Number of businesses with enhanced business capacity as measured by increased customers, employee retention, and/or employee skills
Typical timeframe	By grant closeout	This should be measured during the project period when possible. The measurement time period may be extended up to three years after the project end date.
Additional guidance		

	Organizations Served <i>Output</i>	Organizations Improved <i>Outcome</i>
Definition	The number of organizations served by an ARC project	The number of organizations with a measurable improvement as a result of an ARC project
Example grant activities	Engage local school districts to participate in an internship program, recruit nonprofits to provide wraparound supports	
How might this be measured?	The number of participating schools, the number of participating nonprofits	The number of organizations with increased graduation rates or increased enrollment as measured by school district data, surveys, enrollment reports, end-of-year reports
Typical timeframe	By grant closeout	Up to 3 years after grant closeout
Additional guidance	Use when the number of businesses or households does not apply. Organizations include hospitals, schools, churches, non-profits, non-governmental organizations, and government agencies.	

	Participants Served <i>Output</i>	Participants Improved <i>Outcome</i>
Definition	The number of individuals served or targeted by an ARC project	The number of participants with a measurable improvement as a result of an ARC project
Example grant activities	Community forum; educational conference; training provided to partner employers in a workforce development project; equipment for an educational institution that also benefits the community, members, or patrons (e.g., library computer lab, planetarium); services provided to community members by recipients of workforce training (e.g., Peer Recovery Supporters); skills training for inmates	
How might this be measured?	Number of participants invited to attend a conference; number of community members projected to access library computer lab, etc.	Number of actual participants who participated in conference, events, workshops, and access to library computer lab
Typical timeframe	By grant closeout	By grant closeout
Additional guidance	Use when patients, students, or worker/trainee measures do not apply.	

	Students served <i>Output</i>	Students improved <i>Outcome</i>
Definition	The number of students served by an ARC project	The number of students with a measurable improvement as a result of an ARC project
Example grant activities	Create and launch new coursework/program, purchase equipment that will benefit students, deliver wraparound supports to students	
How might this be measured?	Number of degree-seeking students enrolled in an internship program, degree program, dual enrollment program; number of students utilizing equipment; number of students accessing free transportation program	Number of students offered full-time employment upon internship completion; number of students that receive a diploma or degree; number of students promoted to next grade or graduating; number of students with improvements in absenteeism, behavior, or course performance
Typical timeframe	By grant closeout	Up to 3 years after grant closeout
Additional guidance	<ul style="list-style-type: none"> • A student is defined as someone who is working towards a diploma or a degree. • The grantee should use this measure if it can demonstrate service and measurable impact to each student included in the counted output. • Grantees may select organizations served/improved as an 	<ul style="list-style-type: none"> • When outcomes occur after the project period, the number of students improved may be counted up to three years beyond the project end date. • For programs where outcomes are achieved after three or more years, the number of students improved may be counted by an alternative benchmark, such as the number of students

	Students served <i>Output</i>	Students improved <i>Outcome</i>
	alternative. For example, if the intent is to serve all students in a school or schools, organization served/improved may be a more appropriate measure.	completing a skill, grade, or level, or continued enrollment for the project period.

	Workers/Trainees Served <i>Output</i>	Workers/Trainees Improved <i>Outcome</i>
Definition	The number of workers/trainees served by an ARC project	The number of workers/trainees with a measurable improvement as a result of an ARC project
Example grant activities	Create and launch a new workforce development or certificate program, purchase equipment, deliver wraparound supports to workers	
How might this be measured?	Number of workers enrolled in a new workforce development or certificate program, number of workers utilizing equipment, number of workers accessing free transportation program.	<ul style="list-style-type: none"> Number of workers or trainees obtaining a new job, getting higher pay or a better position, or receiving a certification; number of trainees demonstrating improved skills on a post-test. Method for measurement: certification records; case management reports; employment records; surveys; pre-post test results.
Typical timeframe	By grant closeout	Up to 3 years after grant closeout
Additional guidance	<ul style="list-style-type: none"> Workers/trainees are developing jobs skills and are not enrolled in a diploma- or degree-seeking program. Projects that expand existing programs count only the additional number of workers/trainees that the project will be able to serve. 	