**Restore, Reinvest, and Renew (R3)**

**Performance Metrics Template**

**NOFO # 2378-030124**

|  |  |
| --- | --- |
| Name of Program |  |
| Name of Organization |  |
| GATA ID # |  |

*This form is required as a part of your grant application. Please refer to pages 22-25 of the NOFO instructions for more details about R3 performance metrics and examples of completed tables.*

***Applicants must review, complete the tables on pages 9 and 10, and upload this Word form to Amplifund.*** *If you have questions, please reach out to* [*CJA.R3Questions@Illinois.gov*](mailto:CJA.R3Questions@Illinois.gov)*.*

**Performance Metrics: Part 1-- Mandatory ICJIA Metrics Instructions**

*To complete this portion of the form, please review the metrics listed under each application priority area your program is applying for. Applicants must select* ***at least 3*** *metrics within each category of services they provide. For example, an applicant for a youth development and violence prevention program must select 3 metrics under youth development and 3 metrics under violence prevention, for a total of 6 metrics. Please only select metrics that make sense for the programming you provide. Chosen metrics should be pasted into the table(s) provided on page 9.*

***Example: Completed Mandatory Metrics Table***

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| **Selected Civil Legal Aid Metrics** |
| Number of clients assisted with a civil legal issue |
| Number of calls to civil legal helpline/hotline |
| Number of clients assisted with a family law issue (e.g., divorce, child custody and/or child support in cases involving abuse; adoption; guardianship of minors and adults) |

*Please use the table of contents below to jump to the applicable priority area metrics list. Metrics have been organized under umbrella categories to make selecting applicable metrics easier.*

[Civil Legal Aid Choices: 1](#_Toc270043867)

[Economic Development Choices: 3](#_Toc1581305156)

[Reentry Choices: 4](#_Toc1628436935)

[Violence Prevention Choices: 5](#_Toc775441097)

[Youth Development Choices: 6](#_Toc1155162575)

## ***Civil Legal Aid Choices:***

* General
  + Number of clients assisted with a civil legal issue
  + Number of clients who had at least one actively pending civil court case
  + Number of clients receiving civil legal representation
  + Total number of clients who received legal representation with a favorable case outcome
  + Total number of clients who received legal representation of clients with an unfavorable case outcome
  + Number of clients receiving civil legal advice only (i.e., no representation)
  + Total number of clients who received legal advice with a favorable case outcome
  + Total number of clients who received legal advice with an unfavorable case outcome
  + Number of clients assisted with civil pro se petitions or complaints
  + Total number of clients who received pro se petition or complaint assistance with a favorable case outcome
  + Total number of clients who received pro se petition or complaint assistance with an unfavorable case outcome
  + Number of calls to civil legal helpline/hotline
  + Number of community legal education events held
  + Number of attendees at legal education events
* Consumer Protection
  + Number of clients assisted with a consumer protection issue (e.g., bankruptcy, protections from predatory lending, protection from harassment by creditors, consumer fraud)
* Family Law and Safety
  + Number of clients assisted with a family law issue (e.g., divorce, child custody and/or child support in cases involving abuse; adoption; guardianship of minors and adults)
  + Number of clients assisted with an elder law issue (e.g., including but not limited to financial exploitation issues, wills, and powers of attorney; nursing home discharges)
  + Number of clients assisted with a protective order or no contact order issue (e.g., protective orders for victims of domestic violence; legal recognition for noncitizen victims of domestic violence or other abuse)
  + Number of clients obtaining a protective order or a no contact order
  + Number of clients assisted with immigration issues (specifically survivors of domestic violence and trafficking)
* Income Maintenance
  + Number of clients assisted with an income maintenance issue (e.g., social Security; SSI; SNAP; TANF; unemployment insurance; veterans’ benefits; Home Services Program)
  + Number of clients obtaining income or asset protection
  + Total monetary amount of income or assets protected
  + Number of clients obtaining or maintaining income benefits
  + Total monetary amount of income benefits obtained or maintained
  + Number of clients assisted with a health insurance/access issue (e.g., Medicaid; Medicare; or other public health insurance program eligibility)
  + Number of clients obtaining or maintaining health benefits
  + Number of clients assisted with an employment issue (e.g., recovering unpaid wages or overtime pay; resolving federal tax claims)
  + Number of clients assisted with other compensation issues (e.g., Illinois Crime Victim’s Compensation; FEMA benefits)
* Housing
  + Number of clients assisted with a housing issue (e.g., subsidized housing evictions; termination of assistance; rent calculations and admissions issues; evictions; discrimination and disability accommodation; foreclosure defense)
  + Number of clients avoiding eviction judgments
  + Number of clients that avoid eviction judgments but still have to move
  + Total monetary amount recovered related to rent/eviction
  + Number of clients obtaining improved housing conditions
* Disability
  + Number of clients assisted with a disability issue (e.g., securing accommodations for individuals with disabilities)
* Education
  + Number of clients assisted with an education issue (e.g., school discipline and enrollment; lunch program benefits; expediting school enrollment for homeless children; special education classifications; school disability accommodations)
* Other Civil Legal Issues
  + Number of clients screened for expungement or sealing eligibility
  + Number of clients assisted with expungements and sealings
    - Number of clients obtaining an expungement or sealing

## ***Economic Development Choices:***

* General
  + Number of clients provided economic development services
  + Number of clients who reported being unemployed
  + Number of clients who reported job loss
  + Number of clients who reported new employment
  + Number of clients that gained new subsidized employment
  + Number of clients that gained new unsubsidized employment
  + Number of clients that obtained a wage increase (this could be the result of a raise, a promotion, or the acquisition of a new employment opportunity with a higher wage)
  + Average amount of wage increase (in dollars per hour)
  + Average number of days clients maintain employment
  + Number of clients who maintained employment for 30/ 60/ 90 days
  + Number of clients who reported household income under the federal poverty line
  + Number of clients who increased their household income
  + Average amount of client household income increase
* Job and Skills Training
  + Number of clients engaged in soft skills training (e.g. interview skills, professionalism, communication)
  + Number of clients engaged in professional/job training
  + Number of clients who obtained professional/job certifications
  + Number of clients engaged in entrepreneurship training
* Employment Access
  + Number of official partnerships established with employers
  + Number of clients referred to partner employers
* Workforce Development
  + Number of clients paired with a workforce mentor
  + Number of clients engaged in professional development
  + Number of clients enrolled in educational programming
  + Number of clients who obtained a high school diploma
  + Number of clients who obtained a college degree
  + Number of clients who obtained GED
* Neighborhood Revitalization
  + Number of new businesses or nonprofit organizations created by clients
  + Number of individuals employed across all new businesses or nonprofit organizations created by clients (including self-employed business owners)
  + Number of neighborhood revitalization events held (e.g., lot clean ups, gardening classes, etc.)

## ***Reentry Choices:***

* General
  + Number of clients assisted with a reentry issue
  + Number of clients served on probation, parole, or other form of community supervision
  + Number of clients who recidivate *during* program participation (i.e. while receiving services)
  + Number of clients who recidivate *after* program completion (i.e. after receiving services)
* Workforce Development
  + Number of unemployed clients
  + Number of clients who obtained new employment (this could be the result of promotions and job placements as well as full or part-time employment)
  + Number of clients who obtained a wage increase (this could be the result of a raise, a promotion, or the acquisition of a new employment opportunity with a higher wage)
  + Average amount of wage increase (in dollars per hour)
  + Number of clients engaged in professional/job training
  + Number of clients who obtained professional/job certifications
  + Number of clients engaged in entrepreneurship training/development
  + Number of new businesses or nonprofit organizations created by clients
  + Number of individuals employed across all new businesses or nonprofit organizations created by clients
  + Number of clients engaged in soft skills training (e.g. interview skills, professionalism, communication)
  + Number of official partnerships established with employers
  + Number of clients referred to partner employers
  + Number of clients paired with a workforce mentor
  + Average number of days clients maintained employment
  + Number of clients who maintain employment for 30/ 60/ 90 days
* Legal Assistance
  + Number of clients who obtained criminal legal representation
  + Number of clients who received referrals for legal assistance
  + Number of clients obtained criminal legal advice
  + Number of clients assisted with expungements and sealings
* Housing
  + Number of clients who reported experiencing housing instability
  + Number of clients who received referrals for housing assistance
  + Number of clients who reported securing housing
  + Number of clients who reported gaining transitional housing (temporary housing that offers a stable and supportive environment)
  + Number of clients who reported gaining permanent supportive housing (long-term housing that combines affordable housing with supportive services)
  + Number of clients who reported gaining other housing
  + Number of clients who receive long-term housing subsidies
  + Number of clients who receive tenant education services (e.g. application assistance, financial literacy)
  + Number of clients who receive housing supplies and resources (e.g., utilities assistance, start-up kits, security deposit help)
* Education
  + Number of clients enrolled in educational programming
  + Number of clients who obtained a high school diploma
  + Number of clients who obtained a college degree
  + Number of clients who obtained GED
* Supportive and Financial Services (including Pre Trial)
  + Number of clients that received case management services
  + Number of clients engaged with peer navigators
  + Number of clients that received transportation assistance (e.g., bus cards, gas cards, shared rides, transportation coordination, mobility assistance.)
  + Total amount of funds provided to clients for transportation assistance
  + Number of clients receiving food, clothing, and other amenity assistance
  + Number of clients assisted in obtaining government identification (e.g., state ID, driver’s license, social security card)
  + Number of clients receiving general financial education (e.g., banking, credit scores, welfare assistance, social security, etc.)
  + Number of clients receiving technology training/assistance (e.g., digital literacy skills, facilitating communication, access to legal information, and employment opportunities)
  + Number of clients receiving childcare assistance
  + Number of court watchers hired

## ***Violence Prevention Choices:***

* General
  + Number of clients engaged in violence prevention activities
  + Number of clients reporting a family member/friend/or other associate was physically harmed by another person (injured/killed)
  + Number of clients on probation, parole, or other form of community supervision
  + Number of clients that were arrested
  + Number of clients that were incarcerated
  + Number of clients who recidivated *during* program participation (i.e. while receiving services)
  + Number of clients who recidivated *after* program completion (i.e. after receiving services)
  + Number of clients who were the victim of violence
  + Number of clients reporting any physical injury inflicted on them by someone else
  + Number of clients reporting any mental or emotional injury inflicted on them by someone else
  + Number of clients known to be deceased
  + Number of clients killed by another person
  + Number of clients who perpetrated violence
  + Number of clients self-reporting perpetrating physical violence (e.g. fighting, shooting, etc.)
* Risk Assessment
  + Number of risk factor inventories/tools completed
  + Number of protective factor inventories/tools completed
  + Number of asset/strengths-based inventories/tools completed
* Education and Employment
  + Number of clients who completed education or job training (e.g., GED, professional certifications)
  + Number of clients who obtained new employment
  + Average number of days clients maintained employment
  + Number of clients who maintain employment for 30 days/ 60/ 90 days
* Housing
  + Number of clients referred to housing-related services
  + Number of clients who reported gaining housing
    - Number of clients who reported gaining transitional housing
    - Number of clients who reported gaining permanent housing
* Physical and Behavioral Health
  + Number of clients referred to health benefit services
  + Number of clients who obtained health benefits or services (e.g. enrolling in Medicaid)
  + Number of clients referred to mental health services
  + Number of clients who obtained mental health services
  + Number of clients referred to substance use disorder treatment/services
  + Number of clients who obtained substance use disorder treatment/services
* Legal Assistance
  + Number of clients referred to legal services
  + Number of clients who obtained legal services
  + Number of clients who obtained legal representation
  + Number of clients obtained legal advice
  + Number of clients who obtained assistance with court fines and/or fees

## ***Youth Development Choices:***

* General
  + Number of youth clients engaged in youth development activities
* Delinquency and Safety
  + Number of youth clients who report substance use
  + Number of youth clients who report delinquent activity
  + Number of youth clients who report victimization
  + Number of youth clients who report feeling unsafe
  + Number of youth clients who were arrested
* Education and Employment
  + Number of youth clients served while enrolled in school
  + Number of youth clients at or above grade-level math performance
  + Number of youth clients at or above grade-level reading performance
  + Average youth clients’ GPA
  + Number of youth clients who had detention
  + Number of youth clients who were suspended
  + Number of youth clients who were expelled
  + Number of youth clients who dropped out of school
  + Number of youth clients who graduated from high school
  + Number of youth clients who completed the GED
  + Number of youth clients who were accepted to college
  + Number of youth clients who attended college
  + Number of youth clients who attended vocational school
  + Number of youth clients who obtained a scholarship
  + Average monetary amount of youth clients’ scholarship obtained (in dollars)
  + Number of youth clients who gained new employment
  + Number of youth clients who gained internship experience
  + Number of school administration, staff, or teachers engaged in training
* Family
  + Number of adult clients engaged in youth development activities
  + Number of adult clients engaged in parenting classes
  + Number of clients engaged in family counseling (can include youth and adults)
  + Number of youth clients engaged in family counseling
  + Number of adult clients engaged in family counseling

**Performance Metrics: Part 2 – Discretionary Program-Specific Metrics Instructions**

*As needed, please provide additional reporting metrics that are unique to your program in the provided table on page 10. Metrics fall under two categories: outputs and outcomes.* ***Outputs*** *are the direct results of activities.* ***Outcomes*** *are short, intermediate, or long-term effects of activities.*

*When developing these metrics, please ask yourself some key questions:*

1. *What will your program do (i.e., what are your program’s activities)?*
2. *What change(s) will those activities result in?*
3. *How can you quantify, count, and measure that change?*
4. *What is a realistic goal to set for counts/quantities?*

*When developing your unique metrics, we recommend including only the* ***most important*** *activities your program engages in and their related outputs and outcomes. Further, make sure these are reportable per quarter. We suggest providing 10 at the most. That is, focus on the quality of the metrics rather than the quantity. Please only enter one metric per table row.*

**Performance Metrics: Part 1-- Mandatory ICJIA Metrics Form for Completion**

* ***Civil Legal Aid***

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| **Selected Civil Legal Aid Metrics** |
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* ***Economic Development***

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| **Selected Economic Development Metrics** |
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* ***Reentry***

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| **Selected Reentry Metrics** |
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* ***Youth Development***

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| **Selected Youth Development Metrics** |
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* ***Violence Prevention***

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| **Selected Violence Prevention Metrics** |
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**Performance Metrics: Part 2 – Discretionary Program-Specific Metrics Form for Completion**

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| **Program Activities** | **Program Outputs** | **Output Goal** |
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| **Program Activities** | **Program Outcomes** | **Outcome Goal** |
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