Please Complete these Reports Online

The following is a copy of the online report questions that can be found here:

Site Report:

http://www.surveymonkey.com/s.aspx?sm=q7h_2fhIAph_2fssNelibQETxw_3d_3d

Anonymous Impact Survey:

http://www.surveymonkey.com/s.aspx?sm=C5e6i9XSR4m6RH01udQFGw_3d_3d

Please Complete these Reports Online

1. Introductory information

The following questions comprise your Reporting requirements for the CTC VISTA Project. Please also complete our Anonymous Impact Survey:

http://www.surveymonkey.com/s.aspx?sm=C5e6i9XSR4m6RH01udQFGw_3d_3d

Please contact us with any questions or issues relating to this report:

Ben Sheldon
ben@ctcvista.org
617.287.7122

To aid you in completing this report, you can download a PDF of all of the questions---prepare your answers before hand and then copy-and-paste the answers. You can download the questions here:

http://ctcvista.org/files/ctcvista-reporting-W08.pdf

1. Please enter the name and contact information for the individual completing this report. This should usually be the VISTA member's direct supervisor.

Name:	
Organization:	
Email Address:	
Phone Number:	

2. Please enter the names(s) of the VISTA Members covered by this report:

2. Organization-based Questions

The following questions relate to the services your organization provides other nonprofit organizations and/or communities and individuals. The questions will differ depending upon the types of services and programs you offer.

Please note these are based upon your organization as a whole and not necessarily the specific activities of your VISTA member.

3. Nonprofit Technology Support Services

3. Does your organization provide technology/media programs or services which increase the ability of other non-profit ORGANIZATIONS to deliver services to low-income communities. These include technology assessment services, internet services, custom application development, and community network deployment

◌ Yes

◌ No

4. Nonprofit Support Service Questions

4. What technology/media services or programs do you offer to other nonprofit and community organizations? (please select all that apply)

- Software/application development and services
- Free website and/or email hosting
- Refurbished computers
- Outreach and community information or issue-centered websites
- Production of video/media promotions and PSAs
- Technology planning for organizations
- Technology training for nonprofit staff

Other (please specify)

5. What types of organizations do your programs/services support?

- Youth Education
- Adult Education
- Housing Services
- Food Services
- Legal Aid
- Health Care/Public Health
- Arts/Media
- Job/Employment Aid
- Social/Public Services Assistance
- Senior Citizen/Older Adult Services
- Homeless Services
- Immigrant Services
- ALL OF THE ABOVE/NO SPECIFIC FOCUS

Other (please specify)

6. How many organizations did you provide services to during the reporting period?

of Organizations

7. If technology training programs were provided, how many individuals successfully completed your training programs during the reporting period?

of individuals trained

8. How many low-income individuals were served by the the organizations you supported during the reporting period? (estimation acceptable)

of individuals served

9. How was the answer to the preceding question calculated?

- ë Official Reports/Documentation
- ë Survey
- ë Estimated

Other (please specify)

5. Technology Services/Programs for Low-Income Communities

10. Does your organization provide technology/media programs, training or access to low-income INDIVIDUALS?

This may include professional/office related education programs for adults, a variety of project-based education programs for youth, public access programs, and programs which provide low-income people with computers and training for home use.

- Yes
- No

6. Technology Services/Programs for Low-Income Communities Questions

These questions are only applicable if you answered YES the the preceding question.

11. What technology/media services or programs do you offer to low-income individuals? (please select all that apply)

- ë Open access computer labs
- ë Media production facilities
- ë Community Internet or WiFi Access
- ë Community Information Portals
- ë Classes for technology skills or digital tools
- ë Classes for digital video production
- ë Classes for traditional education but taught via the integration of technology tools
- ë Job search access and training
- ë Refurbished computers

Other (please specify)

12. How many individuals did you provide services to during the reporting period?

of individuals served

13. If training or educational programs were provided, how many individuals successfully completed your training programs during the reporting period?

of individuals trained

7. NON-Technology Services/Programs for Low-Income Communities

14. Does your organization provide NON-technology/media related programs, training or access to low-income communities or individuals?

◉ Yes

◉ No

8. NON-Technology Services/Programs for Low-Income Communities Questions

These questions are only applicable if you answered YES the the preceding question.

15. Briefly describe/list the non-technology services or programs your organization provides to low-income communities and individuals?

16. How many individuals did you provide services to during the reporting period?

of individuals

17. If training or educational programs were provided, how many individuals successfully completed your training programs during the reporting period?

of individuals trained

9. VISTA Member Information

The following questions related the specific service and activities of your VISTA member

10. VISTA Service Information

18. Please provide a description (2-3 paragraphs) of the focus of your VISTA member's duties and responsibilities.

19. Please provide a description (2-3 paragraphs) your VISTA member's accomplishments and successes.

20. Please provide a description (1-2 paragraphs) of any challenges your VISTA member faced in the completion of their duties and responsibilities.

21. Please share any specific stories that communicate the value of your VISTA member to your organization and/or the community which you serve:

22. Please provide links to online resources, documentation, or press relating to your VISTA Members' work:

23. Describe any training (workshops, courses, etc.) that you provided your VISTA member during the course of his/her service:

11. Member Activity Survey

The Corporation for National and Community Service is particularly interested in tracking the following activities. The data which you provide here will be aggregated and submitted to the Corporation. If the question does not relate to the activities of your VISTA member please respond "NA".

24. Approximately how many Community Volunteers did your VISTA Members recruit to work with your organization?

25. Of the Community Volunteers recruited by your VISTA Members, how many were Baby Boomers?

26. Approximately how many hours of service were performed by the Community Volunteers recruited by your VISTA Members?

27. Please provide the dollar value of cash resources developed by your VISTA Members:

28. Please provide the dollar value of non-cash resources developed by your VISTA Members:

12. Final Page & Thanks!

29. Additional comments...

Thank you so much for completing this report for the CTC VISTA Project.

Please also complete our ANONYMOUS IMPACT SURVEY which will help us improve our responsiveness to your needs and issues:

http://www.surveymonkey.com/s.aspx?sm=C5e6i9XSR4m6RH01udQFGw_3d_3d

Please contact us with any questions or issues:

Ben Sheldon
ben@ctcvista.org
617.287.7122

1. Introductory information

The following survey provides us with ANONYMOUS statistics and information about your VISTA member's service.

This survey should be completed by the VISTA member's direct supervisor.

Ben Sheldon
ben@ctcvista.org
617.287.7122

To aid you in completing this report, you can download a PDF of all of the questions---prepare your answers before hand and then copy-and-paste the answers. You can download the questions here:

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2. VISTA Service Information

1. Based upon the service of your VISTA member, how effective were they in improving the CAPACITY of your organization to increase the scope or quality of its services or programs?

- Very effective
- Somewhat effective
- No effect
- Negative effect

2. Based upon the service of your VISTA member, how SUSTAINABLE are their improvements or effects upon your organization or its services and programs?

(Sustainability is the ability to maintain those improvements or effects beyond the end of the VISTA member's service)

- Very sustainable
- Somewhat sustainable
- Not sustainable

3. VISTA Supervision

3. Describe the nature of supervision you provided the VISTA. Who else in the organization did they report to or work under? Describe any structure you had for meetings or assessing VISTA performance.

4. How often did you meet with your VISTA to discuss responsibilities and task completion?

- hourly
- daily
- weekly
- monthly
- less often than monthly

5. How would you rate the overall success of your supervision?

- Spectacular
- Better than Average
- Average
- Poor

6. What is your supervisory experience?

- Previously supervised a VISTA
- Previously or currently supervise other staff members
- Never directly supervised before

Other (please specify)

7. Describe any challenges you experienced while supervising your VISTA member.

- Attendance/tardiness
- Lack of skills
- Following directions
- Attention to detail
- Time management
- Working well with others
- Personal hygiene

Other (please specify)

8. How did you manage these challenges?

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4. CTC VISTA Resources and Training

9. Which of the following CTC VISTA Resources did you find useful?

	Was not aware of	Never used	Not used as much as I would have liked	Rarely used	Regularly used
Directory of VISTAs					
Directory of Supervisors					
VISTA Blogs/Field Reports					
VISTA Wiki & Online Resources					
Supervisor Discussion List					
VISTA Discussion List					
VISTA Leader					
CTC VISTA Staff					
Priority Area / Working Groups					
Regional Meetings, Conferences, or other physical meetings					

10. In what areas do you feel the CTC VISTA Project could provide better support and training to its members and/or participating organizations?

11. How applicable to you believe the work your VISTA accomplished is to other organizations?

- Very much so
- Somewhat
- Not at all

12. Do you believe that your organization benefited more by having a VISTA networked through the CTC VISTA Project than if he/she served alone?
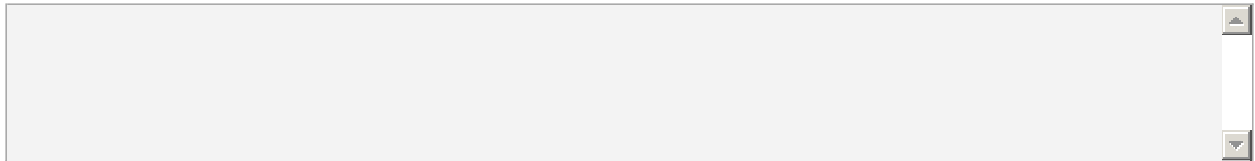
- Yes
- Somewhat
- No

5. Final Page & Thanks!

13. All things considered, how satisfied are you with your experience working with the CTC VISTA Project

- Very satisfied
- Somewhat satisfied
- Neutral
- Somewhat dissatisfied
- Very dissatisfied

14. Additional comments...

Thank you so much for completing this Anonymous Impact Survey for the CTC VISTA Project. Your statistics and feedback are important for us to continue offering services and support for nonprofit organizations like your own. Please contact use with any questions or issues:

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