APPENDIX C
2016 RSVP/FGP/SCP Grant Renewal
Evidence-based Programs Instructions

I.   Background

The Administration is committed to using taxpayer dollars effectively and efficiently. Central to that commitment is a culture where agencies (1) ask and answer questions that help them find, implement, spread, and sustain effective programs and practices, (2) identify and fix or eliminate ineffective programs and practices, (3) test promising programs and practices to see if they are effective and can be replicated, and (4) find lower cost ways to achieve positive impacts. By providing opportunities to expand evidence-based practices, CNCS is equipping partners to demonstrate and enhance the impact of volunteering toward pressing needs.

The term "evidence-based program," in general, refers to a set of activities and practices supported by a theory of change tested through a rigorous program evaluation. Federal agencies consider a program to be "evidence-based" if program evaluations demonstrate a causal relationship between program activities and specified outcomes.

II.   Opportunities and Applicant Instructions

For assistance in considering relevant local options, send an email to evidencebased@cns.gov to set up an appointment. General technical assistance will be offered through live and recorded webinars, as well as "evidence-based office hours."

A.   RSVP Only - National Performance Measures requirement

RSVP grantees seeking funding through the 2016 administrative renewal process have the option of fulfilling the National Performance Measures requirement by committing a certain number of volunteers to serve in an evidence-based health education program. Volunteers engaged in a qualified work plan will count toward the minimum requirement in the Invitation to Apply, Section A.3. National Performance Measures. See the Invitation to Apply for options and Appendix B for important definitions.

Qualified evidence-based health education programs must be registered and appropriately ranked in one of the registries in Table 1 sponsored by the U.S. Department of Health and Human Services.[1] In the community needs section of the applicable work plan(s),
- enter "Evidence-based Programs work plan,"
- identify the program model by its name and origin, and
- describe how it relates to the proposed service activity.

NOTE: All volunteers committed in the renewal application work plans must be supportable by the *baseline* level of funding.

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[1] A number of Senior Corps grantees have implemented the "Bone Builders" program, which had been based on published research from Tufts University. For the 2016 renewal cycle, pending rigorous evidence in support of its impact on health, Senior Corps will allow grantees to use the Bone Builders model as a health education program that meets the National Performance Measures requirement.

B.   All Programs - Opportunity for increased funding

In conjunction with the renewal process, Senior Corps will accept proposals for funding at a higher level than the baseline grant award in order to engage volunteers in evidence-based programs. Senior Corps encourages grantees to consider innovative ways of using CNCS funding to bring evidence-based services to their communities, extend the availability of evidence-based services to new populations, and partner with researchers seeking to understand the contribution of Senior Corps volunteers supporting evidence-based programs.

To qualify, sponsors and their partners may replicate an evidence-based program model listed on a Federal evidence registry *(see Table 1 below),* or they may create their own program model and collaborate with researchers to evaluate its effectiveness. In the latter case, the planned evaluation design must meet requirements necessary to achieve the specified rating for listed repositories.

For the purposes of this Notice, "replicate" means that essential components or key elements of the service activities are implemented as described in the evidence-based program model and that adaptations are relatively minor. *Some modification to a given model may be necessary and appropriate in response to local conditions, and all applicants with programs based in part or in full on an evidence-based model are encouraged to apply.*

Grantees may submit requests for programs not listed in Table 1 supported with rigorous causal evidence. The review panel will be asked to assess the strength of evidence for *meaningful positive outcomes based on cited research studies*. Table 2 below contains guidance for identifying strong studies in a number of program areas not included in Table 1.

Applicants may request one-time and/or annual funding to cover associated costs, including, but not limited to: special training and supervision, establishment of new partnerships and proceedures, monitoring of evidence-based practices, and/or analyzing outcome data. The annual level of funding (supplement plus existing award) may not exceed $500,000. The final funding level will be determined in consultation with selected applicants through a formal pre- or post-award budget revision based on available funds. *All policies and requirements for grants under the FGP, SCP and/or RSVP grant apply.*

Instructions for requesting additional funding

All information regarding an evidence-based funding request must be entered in the final, "Other" section of the application narrative (see Senior Corps grant application instructions, Part II. Section F: Other NOFA Requirements). Core parts of the application for administrative renewal—including work plans and budget information—should be built on the ***current/baseline annual funding level***.

In the "Other" section of the application narrative, applicants must describe how additional funding will be used to engage volunteers in service activities related to one or more evidence-based programming models, including, ***at a minimum***:

   1) **Work plan information related to each evidence-based programming model**
      a. *For each new work plan to be added to the project, identify*:
         - Service activity
         - Anticipated number of volunteers engaged & persons served in year 1

- Anticipated number volunteers engaged & persons served in year 2
- Anticipated number volunteers engaged & persons served in year 3
- Output measure
- Outcome measure

b. *For each work plan to be modified, identify*:
  - The performance measure/work plan
  - Anticipated number of volunteers engaged & persons served in year 1
  - Anticipated number volunteers engaged & persons served in year 2
  - Anticipated number volunteers engaged & persons served in year 3

2) **Detailed proposed use of *supplemental CNCS funds* in 1st grant year for each evidence-based model**
   a. ***Typical volunteer support expenses*** include volunteer recruitment, CHC background checks, volunteer training, general project monitoring, and oversight. *In the **narrative portion regarding each evidence-based program model**, provide 1) a basis of estimate and 2) an amount in the following categories, as applicable, for* volunteer engagement and support costs *to be supported by CNCS:*
      - Personnel/Fringe
      - Staff Travel
      - Equipment/Supplies
      - Contractual and Consultant Services
      - Other
   b. ***Evidence-based programming expenses*** include program data collection, program evaluation, program outreach, and other services related specifically to the evidence-based program model. *In the **narrative portion** regarding each evidence-based program model, provide 1) a basis of estimate and 2) an amount in the following categories, as applicable, for* evidence-based programming support costs *to be supported by CNCS:*
      - Personnel/Fringe
      - Staff Travel
      - Equipment/Supplies
      - Contractual and Consultant Services
      - Other
   c. ***Volunteer expenses*** include meals, insurance, uniforms, stipend, and mileage reimbursement. *In the **narrative portion** regarding each evidence-based program model, indicate 1) a basis of estimate and 2) an amount for* volunteer expenses *to be supported by CNCS.*

3) **Total amount of CNCS funding requested in *all years* for each evidence-based program**
   Indicate the amount to be requested from CNCS in each year taking into account start-up costs and/or ramp-up time:
   - Year 1
   - Year 2
   - Year 3

4) **Non-Corporation funding in *remaining year* for each evidence-based program model**

a. In the ***narrative portion*** regarding each evidence-based program model*, identify **excess share from application** budget section that will be applied to meet match requirements.*

b. Identify ***other*** funding that will be applied to the grantee/excess share of the budget***, if the supplemental funding is approved***. *Indicate, in the following categories, as applicable 1) the source and 2) amount of non-corporation funding, that will support:*

- Typical volunteer support costs
- Evidence-based programming costs
- Volunteer expenses

5) Information regarding each evidence-based program model
Provide information sufficient to assess the connection between published studies, intended outcomes, and funded service activities, including, as appropriate:

- The name of the evidence-based program model and the Federal registry or clearinghouse in which it is listed. See Table 1 for Federal evidence registries, addresses and instructions for identifying qualifying programs or studies within each.
- Citation of research studies that provide evidence for a causal connection between the services and practices of an identified program model and desired outcomes for the population served. Explain how the results of available program evaluations are applicable to the applicant's proposed geographic service area and target population.

6) Information regarding implementation, monitoring, and evaluation of each program model
Provide a description of the evidence-based services and practices that Senior Corps volunteers will support in relation to the identified program model, including, as appropriate:

- An explanation of modifications to the program as implemented in cited research studies. The applicant should explain how these adjustments are appropriate for local conditions.
- A description of methods the applicant will use to monitor and maintain fidelity to identified features of the program model.
- A description of any partnerships with researchers studying the efficacy of the model or fidelity of the Senior Corps implementation.

III.   Supplemental Funding Review and Award Process

All evidence-based augmentation requests for FY 2016 will be assessed in May 2016. For projects underway in or prior to April 2016, grantees selected to receive augmented funding will be asked to submit an amended budget and work plan(s) in eGrants. Grantees with projects starting July 1 will be asked, if selected under this process, to incorporate changes to budget and work plans prior to the Grant Officer's review and the initial award.

As part of an initial review of submissions, the Senior Corps program office will identify grantees with submissions in the "Other" field and will request clarifications to augmentation requests that contain inadequate information. Following clarification, expert external reviewers will assess the "Other" section of submitted narratives, and, together with reviewers familiar with the operations of Senior Corps programs, rate the:

1) Potential impact on persons served, and
2) Perceived opportunity for the proposed program to support learning around the engagement of seniors in evidence-based interventions.

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Table 1. Federal program registries

These registries rate or list *programs* based on rigorous studies and outcomes of interest to the agency. Use the link in the table below to go directly to the search page. Follow instructions in the third column to identify programs that received accepted evidence ratings and positive outcomes.

Agency	Name of registry, web address, and description	Acceptable rating and how to find/filter for it
Institute for Education Sciences (U.S. Department of Education)	What Works Clearinghouse/Find What Works www.ies.ed.gov/ncee/wwc *Description: Summarizes and rates evidence for 150+ educational interventions, many with cost and contact information. Does not rate volunteer reading programs.*	Program must be rated "Potentially Positive" (+) or "*Positive*" (++) *In box at left, select* Topic(s) *of interest, additional options will appear: under the heading* Effectiveness Rating *select* Positive or Potentially Positive*.*
Administration for Community Living (U.S. Dept. of Health and Human Services)	Aging and Disability Evidence-Based Programs and Practices www.acl.gov/Programs/CPE/OPE *Description: Contains information on supporting research, implementation materials, cost and contacts for a dozen programs that can be readily replicated (10-20 pages each).*	All program models listed on this page
Centers for Disease Control (U.S. Dept. of Health and Human Services)	CDC Compendium of Effective Fall Interventions www.cdc.gov/homeandrecreationalsafety/Falls *Description: Highlights 15 exercise and 12 multifaceted programs shown to reduce falls among seniors 60+ (2-4 pages each).*	All program models listed in the compendium
Centers for Medicare and Medicaid Services (U.S. Dept. of Health and Human Services)	Evaluation of Community-based Wellness and Prevention Programs https://innovation.cms.gov *Description: Examines Medicaid cost savings from participation in programs promoting physical activity, falls prevention, and chronic disease self-management, including Matter of Balance and CDSMP.*	Program must have at least one "Level 1" study *Evidence for programs is reviewed in* Section 1. Evidence Review Results.
National Institutes of Health, National Cancer Institute (U.S. Dept. of Health and Human Services)	Research-tested Intervention Programs (RTIPs) https://rtips.cancer.gov/rtips *Description: Summarizes and rates evidence and replicability for 150+ cancer prevention programs.*	Program must score 4 or higher in "Research Integrity" and "Intervention Impact." *Filter by any criteria*
Substance Abuse and Mental Health Services Administration (U.S. Dept. of Health and Human Services)	National Registry of Evidence Based Programs www.nrepp.samhsa.gov *Description: Rates 350+ substance abuse and mental health interventions. Most designed for professional delivery. Search results are divided into two lists--newly reviewed, legacy--depending on when the program was added to the registry.*	Newly reviewed programs must be "Promising" or "Effective" for desired outcome. Legacy programs must be rated 3+ for desired outcome. *Enter keyword and click* Search Now. *Filter results by rating.*

Agency	Name of registry, web address, and description	Acceptable rating and how to find/filter for it
National Institute of Justice (U.S. Department of Justice)	CrimeSolutions.gov www.crimesolutions.gov *Description: Summarizes and rates evidence for 350+ programs for criminal justice outcomes.*	Programs must be rated "Promising" or "Effective" *Search by keyword and filter by any criteria*
Office of Juvenile Justice and Delinquency Prevention (U.S. Department of Justice)	Model Programs Guide www.ojjdp.gov/mpg *Description: Summarizes and rates evidence for 250+ programs for juvenile justice and youth prevention, intervention, and reentry outcomes.*	Program must be rated "Promising" or "Effective" *Search by keyword and filter by any criteria*

Table 2. Program evaluation research registries

These registries rate the rigor of *studies* of interest in the areas of strengthening families, labor national service, and employment readiness. *Having the required rating in column three does not automatically qualify a program as "evidence-based" for the purpose of this Invitation.* Activate the link provided in column two to go directly to the search page, then follow instructions in the third column to identify studies with an acceptable evidence rating. Senior Corps (evidencebased@cns.gov) can assist grantees in the assessing if study results support a viable request for additional funding. An expert panel will assess the strength of evidence for *meaningful positive outcomes* for any programs not listed in Table 1.

Agency	Name of registry, web address, and description	Required study rating and how to filter search results*
Administration for Children and Families (U.S. Dept. of Health and Human Services,)	Strengthening Families Evidence Review http://familyreview.acf.hhs.gov *Reviews 199 studies and identifies 18 with high and moderate rating. (Does not rate programs.)*	Study must be rated "Moderate" or "High" *At left, in* Study Search Descriptions *box, click on* Study Rating *and select* Moderate *and* High
Corporation for National and Community Service (CNCS)	Evidence Exchange www.nationalservice.gov/evidence-exchange *Description: Contains evaluation research reports on models sponsored by CNCS, notably Minnesota Reading Corps (Pre-K, K-3) and social enterprise.*	Study must be rated "Moderate" or "Strong." *Open the* Advanced Search *tab. Locate the* Levels of Evidence *criteria and select* Moderate *and* Strong.
U.S. Department of Labor	Clearinghouse for Labor Evaluation and Research (CLEAR) http://clear.dol.gov *Description: Summarizes and rates studies (250+) in topic areas such as career academies, opportunities for youth, and behavioral finance.*	Supporting studies must be rated "Moderate Causal Evidence" or "High Causal Evidence" *Select a* Topic Area, *filter by* Study Type: Causal Analysis *and identify studies with the required rating.*