



Court Appointed Special Advocate Training, Technical Assistance and Subgrants Program

Performance Questions and Definitions

PERFORMANCE QUESTIONS	DEFINITIONS
ACTIVITIES AND OUTPUTS	
1. How many trainings were completed during this reporting period? _____	Training refers to in-person or virtual teaching and learning activities, including planning, curriculum development, and delivery, as well as skills-based training that teaches practical, hands-on, specific, and job-related abilities and competencies that learners can immediately apply in their work and organizations. Completed means the requested training was delivered and has concluded. Reporting period is the specific timeframe covered by this report.
2. How many unique individuals attended trainings during this reporting period? _____	Unique means unduplicated. Individuals should be counted only once during a reporting period. Unique individuals should not be counted in more than one reporting period. Individuals refer to those professionals involved in cases of child maltreatment. Training refers to in-person or virtual teaching and learning activities, including planning, curriculum development, and delivery, as well as skills-based training that teaches practical, hands-on, specific, and job-related abilities and competencies that learners can immediately apply in their work and organizations. Reporting period is the specific timeframe covered by this report.
3. Of the unique individuals who attended trainings during this reporting period, how many completed an evaluation form? _____	Unique means unduplicated. Individuals should be counted only once during a reporting period. Unique individuals should not be counted in more than one reporting period. Individuals refer to those professionals involved in cases of child maltreatment. Training refers to in-person or virtual teaching and learning activities, including planning, curriculum development, and delivery, as well as skills-based training that teaches practical, hands-on, specific, and job-related abilities and competencies that learners can immediately apply in their work and organizations. Reporting period is the specific timeframe covered by this report. Evaluation forms can be online or paper-based and are typically offered to participants near the end of or after the conclusion of the training or technical assistance. Their purpose is to collect structured feedback from participants about the quality, relevance, and effectiveness of the training or technical assistance. The forms help assess satisfaction, trainer or provider performance, content value, and areas for future improvement to ensure training or technical assistance goals are met.
4. How many technical assistance requests were received during this reporting period? _____	Technical assistance refers to the development, dissemination, and delivery of specialized knowledge or expertise to an organization or group of individuals to address a problem and inform policy, procedure, or practice. Reporting period is the specific timeframe covered by this report.

5. How many technical assistance requests were completed during this reporting period? _____	Technical assistance refers to development, dissemination, and delivery of specialized knowledge or expertise to an organization or group of individuals to address a problem and inform policy, procedure, or practice. Completed means the requested training or technical assistance was delivered and has concluded. Reporting period is the specific timeframe covered by this report.
6. How many unique individuals received technical assistance during this reporting period? _____	Unique means unduplicated. Individuals should be counted only once during a reporting period. Unique individuals should not be counted in more than one reporting period. Individuals refer to those professionals involved in cases of child maltreatment. Technical assistance refers to the development, dissemination, and delivery of specialized knowledge or expertise to an organization or group of individuals to address a problem and inform policy, procedure, or practice. Reporting period is the specific timeframe covered by this report.
7. Of the unique individuals who received technical assistance during this reporting period, how many completed an evaluation form? _____	Unique means unduplicated. Individuals should be counted only once during a reporting period. Unique individuals should not be counted in more than one reporting period. Individuals refer to those professionals involved in cases of child maltreatment. Technical assistance refers to the development, dissemination, and delivery of specialized knowledge or expertise to an organization or group of individuals to address a problem and inform policy, procedure, or practice. Reporting period is the specific timeframe covered by this report. Evaluation forms can be online or paper-based and are typically offered to participants near the end of or after the conclusion of the training or technical assistance. Their purpose is to collect structured feedback from participants about the quality, relevance, and effectiveness of the training or technical assistance. The forms help assess satisfaction, trainer or provider performance, content value, and areas for future improvement to ensure training or technical assistance goals are met.
8. How many state organizations and local programs received a mandatory accreditation review during this reporting period to ensure compliance with national standards? _____	Mandatory accreditation review means the member program completed a comprehensive review to ensure they meet strict organizational and operational standards and provide high quality, best interest advocacy for children. This process includes rigorous self-assessment, peer review, and verification of compliance with core standards—covering volunteer screening, training, supervision, and financial and organizational management—to maintain active network status. Reporting period is the specific timeframe covered by this report. National standards refers to the documented standards for state or local CASA/GAL organizations that define the operational framework, focusing on core model adherence and continuous high-quality advocacy.
9. How many new subgrant applications were received during this reporting period? _____	Subgrant refers to a funding award provided by a pass-through entity to a subrecipient, so the subrecipient can contribute to the goals and objectives of the project by carrying out part of a Federal award. Application refers to an official request for subgrant funding submitted to the prime grantee in response to a Notice of Funding Opportunity (NOFO). Reporting period is the specific timeframe covered by this report.

10. How many new subgrants were made during this reporting period? _____	Subgrant refers to a funding award provided by a pass-through entity to a subrecipient, so the subrecipient can contribute to the goals and objectives of the project by carrying out part of a Federal award . Reporting period is the specific timeframe covered by this report.
11. How much grant funding was awarded to subgrants during this reporting period? _____	Subgrant refers to a funding award provided by a pass-through entity to a subrecipient, so the subrecipient can contribute to the goals and objectives of the project by carrying out part of a Federal award. Reporting period is the specific timeframe covered by this report.
12. How many volunteer recruitment, program growth, or strategic planning subgrants closed during this reporting period? _____	Subgrant refers to a funding award provided by a pass-through entity to a subrecipient, so the subrecipient can contribute to the goals and objectives of the project by carrying out part of a Federal award. Volunteer recruitment refers to activities directed at identifying and screening new individuals to serve as CASA volunteers. Program growth refers to efforts to expand the availability of CASA services in a local community. Examples may include the hiring of recruitment staff responsible for initiating outreach efforts. Strategic planning refers to the structured process of defining an organization's long-term direction, priorities, and actionable goals. This is a critical element for CASA sustainability. Reporting period is the specific timeframe covered by this report.
13. How many capacity building subgrants closed during this reporting period? _____	Subgrant refers to a funding award provided by a pass-through entity to a subrecipient, so the subrecipient can contribute to the goals and objectives of the project by carrying out part of a Federal award. Capacity building means efforts to enhance the skills and program activities already offered at a CASA or to position the organization to increase services. Reporting period is the specific timeframe covered by this report.
14. Did you experience any challenges that impacted service delivery during this reporting period? If yes, how did you address the challenges or do the challenges remain unresolved? ☐ Yes: _____ ☐ No	Challenges related to project activities can vary; examples might include: • Scope expansion: requirements expanding beyond the original scope. • Resource constraints: insufficient personnel, equipment, or materials, or overbooked or mismanaged resources. • Scheduling: unachievable deadlines leading to missed milestones, burnout, or reduced quality. • Communications: poor communication practices that result in rework. • Technical: inadequate skills for specific tasks, improper tool usage, or difficulty in determining the best approach for complex activities. • Risk management: failure to anticipate, plan for, or mitigate risks, causing unexpected delays or stoppages. • Accountability: confusion over who is responsible for project tasks or outcomes. • Documentation: difficulty locating project documents or assets, or maintaining consistent, real-time progress tracking.
OUTCOMES	
15. Of the unique individuals who completed a training evaluation form during this reporting period, how many reported increased knowledge? _____	Unique means unduplicated. Individuals should be counted only once during a reporting period. Unique individuals should not be counted in more than one reporting period. Individuals refers to those professionals involved in cases of child maltreatment.

	Training refers to in-person or virtual teaching and learning activities, including planning, curriculum development, and delivery, as well as skills-based training that teaches practical, hands-on, specific, and job-related abilities and competencies that learners can immediately apply in their work and organizations. Evaluation forms can be online or paper-based and are typically offered to participants near the end of or after the conclusion of the training or technical assistance. Their purpose is to collect structured feedback from participants about the quality, relevance, and effectiveness of the training or technical assistance. The forms help assess satisfaction, trainer or provider performance, content value, and areas for future improvement to ensure training or technical assistance goals are met. Reporting period is the specific timeframe covered by this report. Increased knowledge might include topics such as child interview techniques, investigative methods, interagency coordination, effective presentation of evidence, specialized case types, subject matter topics related to child victims and abuse, or practical and job-related skills and competencies that learners can immediately apply in their work.
16. Of the unique individuals who completed a technical assistance evaluation form during this reporting period, how many respondents said the technical assistance met their needs? _____	Unique means unduplicated. Individuals should be counted only once during a reporting period. Unique individuals should not be counted in more than one reporting period. Individuals refers to those professionals involved in cases of child maltreatment. Technical assistance refers to the development, dissemination, and delivery of specialized knowledge or expertise to an organization or group of individuals to address a problem and inform policy, procedure, or practice. Evaluation forms can be online or paper-based and are typically offered to participants near the end of or after the conclusion of the training or technical assistance. Their purpose is to collect structured feedback from participants about the quality, relevance, and effectiveness of the training or technical assistance. The forms help assess satisfaction, trainer or provider performance, content value, and areas for future improvement to ensure training or technical assistance goals are met. Reporting period is the specific timeframe covered by this report.
17. Of the volunteer recruitment, program growth, or strategic planning subgrants that closed during this reporting period, how many met their goals for activating new volunteer advocates? _____	Subgrant refers to a funding award provided by a pass-through entity to a subrecipient, so the subrecipient can contribute to the goals and objectives of the project by carrying out part of a Federal award. Volunteer recruitment refers to activities directed at identifying and screening new individuals to serve as CASA volunteers. Program growth refers to efforts to expand the availability of CASA services in a local community. This could be hiring recruitment staff or outreach efforts. Strategic planning refers to the structured process of defining an organization's long-term direction, priorities, and actionable goals. This is a critical element for CASA sustainability. Reporting period is the specific timeframe covered by this report. Activating new volunteer advocates refers to the onboarding and availability of new volunteers to work with children who have experienced abuse or neglect and are the subject of civil court child abuse and neglect proceedings.

18. Of the volunteer recruitment, program growth, or strategic planning subgrants that closed during this reporting period, how many met their goals for additional children served? _____	Subgrant refers to a funding award provided by a pass-through entity to a subrecipient, so the subrecipient can contribute to the goals and objectives of the project by carrying out part of a Federal award. Volunteer recruitment refers to activities directed at identifying and screening new individuals to serve as CASA volunteers. Program growth refers to efforts to expand the availability of CASA services in a local community. This could be hiring recruitment staff or outreach efforts. Strategic planning refers to the structured process of defining an organization's long-term direction, priorities, and actionable goals. This is a critical element for CASA sustainability. Reporting period is the specific timeframe covered by this report. Children served refers to children who have experienced abuse or neglect and are the subject of civil court child abuse and neglect proceedings.
19. Of the capacity building subgrants that closed during this reporting period, how many met their goals for improving services or enhancing service delivery? _____	Subgrant refers to a funding award provided by a pass-through entity to a subrecipient, so the subrecipient can contribute to the goals and objectives of the project by carrying out part of a Federal award. Capacity building means efforts to enhance the skills and program activities already offered at a CASA or to position the organization to increase services. Reporting period is the specific timeframe covered by this report. Improving services or enhancing service delivery refers to a wide array of changes made to an existing program that strengthens the organization's ability to provide services to children, youth, and families.
20. Did you experience any challenges related to external factors beyond your control during the reporting period that impacted program outcomes? If yes, please describe the challenges. ☐ Yes: _____ ☐ No	Challenges related to external factors can vary; examples might include: • Unexpected costs: for example, due to price surges for necessary resources. • New compliance or standards: such as changes in laws, regulations, or guidance. • Supply: unexpected hurdles related to resource availability. • Skilled labor: labor markets making it difficult to find, hire, or retain skilled labor. • Technology: changes in stability and threats related to technology. Program refers to the services provided as part of the award, including training and/or technical assistance, NOFO development, and subgrant management/monitoring.
21. How would you describe the progress made during this reporting period toward this award's goals and objectives? ☐ Not started ☐ Behind schedule ☐ On track ☐ Ahead of schedule ☐ Complete	Reporting period is the specific timeframe covered by this report.
PROGRAM QUESTIONS (These are asked one time at beginning of the award.)	DEFINITIONS
1. What category is this award? ☐ Training and Technical Assistance, and Accreditation ☐ Subgrants	

2. Who is the target population of the program? Select all that apply. ☐ CASA volunteers ☐ State and local CASA organizations ☐ Other, specify: _____	Program refers to the services provided as part of the award, including training and/or technical assistance, NOFO development, and subgrant management/monitoring.
3. What types of projects are supported by subgrant funds? Select all that apply. ☐ Program growth ☐ Volunteer recruitment ☐ Strategic planning ☐ Demonstration projects ☐ Capacity building ☐ Needs-based support ☐ Statewide or local program initiatives ☐ Other, specify: _____	Program growth refers to efforts to expand the availability of CASA services in a local community. This can include hiring recruitment staff or outreach efforts. Volunteer recruitment refers to identifying and screening new individuals to serve as CASA volunteers. Strategic planning refers to the structured process of defining an organization's long-term direction, priorities, and actionable goals. This is a critical element for CASA sustainability. Demonstration projects refers to new and unique activities, programs, and services launched in a particular community to serve a particular need. These can lead to more ongoing projects that become a core part of a particular CASA. Capacity building refers to efforts to enhance the skills and program activities already offered at a CASA organization or to position the organization to increase services. Needs-based support refers to funds that provide targeted support to state organizations and local programs to sustain their capacity to recruit, screen, train, supervise, and retain CASA/GAL volunteers while ensuring high-quality advocacy for children. These grants offer short-term assistance to address essential and urgent organizational costs—such as personnel salaries, taxes and benefits, rent and utilities, and other critical expenses—where unmet needs would adversely affect the services provided to children. Statewide or local program initiative refers to projects that are specifically designed for and conducted at either a statewide or local level. This may be to start new or enhance existing activities.
4. How many subgrants does the program expect to make over the course of the award? _____	Subgrant refers to a funding award provided by a pass-through entity to a subrecipient, so the subrecipient can contribute to the goals and objectives of the project by carrying out part of a Federal award.
5. How many trainings does the program expect to complete each reporting period? _____	Training refers to in-person or virtual teaching and learning activities, including planning, curriculum development, and delivery, as well as skills-based training that teaches practical, hands-on, specific, and job-related abilities and competencies that learners can immediately apply in their work and organizations. Reporting period varies by grant but typically includes the six-month period ending June 30 or December 31.
6. How many unique individuals does the program expect to train each reporting period? _____	Unique means unduplicated. Individuals should be counted only once during a reporting period. Unique individuals should not be counted in more than one reporting period. Individuals refers to those professionals involved in cases of child maltreatment. Training refers to in-person or virtual teaching and learning activities, including planning, curriculum development, and delivery, as well as skills-based training that teaches practical, hands-on, specific, and job-related abilities and competencies that learners can immediately apply in their work and organizations.

	Reporting period varies by grant but typically includes the six-month period ending June 30 or December 31.
7. How many technical assistance requests does the program expect to receive each reporting period? _____	Technical assistance refers to the development, dissemination, and delivery of specialized knowledge or expertise to an organization or group of individuals to address a problem and inform policy, procedure, or practice. Reporting period varies by grant but typically includes the six-month period ending June 30 or December 31.
8. How many technical assistance requests does the program expect to complete each reporting period? _____	Technical assistance refers to the development, dissemination, and delivery of specialized knowledge or expertise to an organization or group of individuals to address a problem and inform policy, procedure, or practice. Reporting period varies by grant but typically includes the six-month period ending June 30 or December 31.
9. How many unique individuals does the program expect to provide with technical assistance each reporting period? _____	Unique means unduplicated. Individuals should be counted only once during a reporting period. Unique individuals should not be counted in more than one reporting period. Individuals refer to those professionals involved in cases of child maltreatment. Technical assistance refers to the development, dissemination, and delivery of specialized knowledge or expertise to an organization or group of individuals to address a problem and inform policy, procedure, or practice. Reporting period varies by grant but typically includes the six-month period ending June 30 or December 31.