

# CSBG ANNUAL REPORT INSTRUCTION MANUAL

Module 3: CNPI Examples

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## Indicator Instructions, Examples, Definitions and Notes

The tables on the following pages outline instructions for reporting each indicator. Many of the instructions also include examples, definitions and notes. The following table includes links that may be selected to view indicators within a specific domain.

### CNPI 1: Employment Indicators

CNPI1: Employment Indicators		
Counts of Change	<a href="#">CNPI 1a</a>	Number of jobs created to increase opportunities for people with low incomes in the identified community.
	<a href="#">CNPI 1b</a>	Number of job opportunities maintained in the identified community.
	<a href="#">CNPI 1c</a>	Number of “living wage” jobs created in the identified community.
	<a href="#">CNPI 1d</a>	Number of “living wage” jobs maintained in the identified community.
	<a href="#">CNPI 1e</a>	Number of jobs created in the identified community with a benefit package.
	<a href="#">CNPI 1z</a>	Other Counts of Change Employment Indicators - Please specify.
Rates of Change	<a href="#">CNPI 1f</a>	Percent decrease of the unemployment rate.
	<a href="#">CNPI 1g</a>	Percent decrease of the youth unemployment rate.
	<a href="#">CNPI 1h</a>	Percent decrease of the underemployment rate.
	<a href="#">CNPI 1z</a>	Other Rates of Change Employment Indicators - Please specify.

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## Employment Indicator Examples (Counts of Change)

Examples, Definitions, and Notes

	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto-calculated)
<b>CNPI 1a: Number of jobs created to increase opportunities for people with low incomes in the identified community.</b>	This field will be auto-populated with information from Section I.	Enter the number of jobs the initiative <b>targeted for creation</b> in the identified community for the reporting period.	Enter the number of jobs the initiative <b>actually created</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A Community Action Agency (CAA) had a job-creation initiative that served their service area by creating tax incentives to encourage more small business to open in the community.</p> <ul style="list-style-type: none"> <li>The initiative <b>target</b> was 25 jobs created (Column II).</li> <li>The <b>actual number</b> of jobs created was 20 (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>Report only new jobs created as a direct result of the initiative.</li> <li>This includes <b>both</b> “living-wage” and “non-living-wage” jobs (<i>newly created “living-wage” jobs can also be reported in CNPI 1c</i>).</li> <li>Do not report jobs maintained by participants in employment programs (<i>these will be reported in Module 4</i>).</li> </ul>			

	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 1b: Number of job opportunities maintained in the identified community.</b>	This field will be auto-populated with information from Section I.	Enter the number of existing jobs that the initiative <b>targeted to maintain</b> in the identified community for the reporting period.	Enter the number of existing jobs that the initiative <b>actually maintained</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>The CAA job-creation initiative is in its second year. The first year, the initiative created 20 jobs within the community. In the second year, the expected outcome is to maintain the jobs created.</p> <ul style="list-style-type: none"> <li>The initiative <b>target</b> was 20 jobs maintained (Column II).</li> <li>The <b>actual number</b> of jobs maintained was 20 (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>Report only living-wage or non-living-wage jobs that were maintained as a direct result of the initiative.</li> <li>This includes <b>both</b> “living-wage” and “non-living-wage” jobs (<i>living-wage jobs that were maintained can also be reported in CNPI 1d</i>).</li> <li>Do not report jobs maintained by participants in employment programs (<i>these will be reported in Module 4</i>).</li> <li><b>CNPI 1a and 1b are not related to each other. CSBG Eligible Entities may report in one or both, based on the goals of their initiatives.</b></li> </ul>			

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	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 1c: Number of “living-wage” jobs created in the identified community.</b>	This field will be auto-populated with information from Section I.	Enter the number of “living-wage” jobs that the initiative <b>targeted for creation</b> in the identified community for the reporting period.	Enter the number of “living-wage” jobs that the initiative <b>actually created</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA partners with the city council and local business leaders to implement “conditional” tax incentives that encourage the creation of living-wage positions (this includes raising existing non-living-wage positions to living wage).</p> <ul style="list-style-type: none"> <li>The initiative had a <b>target</b> of creating 50 living-wage jobs during the reporting period (Column II).</li> <li>The <b>actual number</b> of living-wage jobs created was 65 (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>This indicator includes jobs that already existed, but were brought up to living wage (from non-living-wage).</li> <li>CSBG Eligible Entities must record the living-wage definition they are using in the General Comments section of this report. For more guidance on living-wage definitions, please see page 18 of the Module 3 Instruction Manual.</li> <li>Report only living-wage jobs that were created as a direct result of the initiative.</li> <li>Do not report jobs obtained by participants in employment programs (<i>these will be reported in Module 4</i>).</li> </ul>			

	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 1d: Number of “living-wage” jobs maintained in the identified community.</b>	This field will be auto-populated with information from Section I.	Enter the number of “living-wage” jobs that the initiative <b>targeted to maintain</b> in the identified community for the reporting period.	Enter the number of “living-wage” jobs that the initiative <b>actually maintained</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA partners with the city council and local business leaders to expand a tax credit program to include ongoing incentives for businesses that maintain living-wage positions.</p> <ul style="list-style-type: none"> <li>The initiative had a <b>target</b> of maintaining 100 living-wage jobs during the reporting period (Column II).</li> <li>The <b>actual number</b> of living-wage jobs maintained was 95 (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>CSBG Eligible Entities must record the living-wage definition they are using in the General Comments section of this report. For more guidance on living-wage definitions, please see page 18 of the Module 3 Instruction Manual.</li> <li>Report only living-wage jobs that were maintained as a direct result of the initiative.</li> <li>Do not report jobs maintained by participants in employment programs (<i>these will be reported in Module 4</i>).</li> </ul>			

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	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 1e: Number of jobs created in the identified community with a benefit package.</b>	This field will be auto-populated with information from Section I.	Enter the number of jobs with a benefits package that the initiative <b>targeted to create</b> in the identified community for the reporting period.	Enter the number of jobs with a benefits package that the initiative <b>actually created</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA, county government, and other local business partners implemented a countywide employer tax credit for positions where an employee benefits package is offered. This included newly created positions, as well as existing positions where benefits packages were not previously offered.</p> <ul style="list-style-type: none"> <li>The initiative set a <b>target</b> of creating 50 jobs with benefits packages (Column II).</li> <li>The <b>actual</b> number of jobs with benefits packages created was 42 (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>This indicator includes jobs that already existed, but have since added benefits packages.</li> <li>Report only new jobs with benefits packages that were created as a direct result of the initiative.</li> <li>Do not report jobs obtained by participants in employment programs (<i>these will be reported in Module 4</i>).</li> </ul>			

	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 1z: Other Counts of Change for Employment Indicators. (Please specify.)</b>	This field will be auto-populated with information from Section I.	Enter the numeric outcome the initiative <b>targeted</b> in the identified community for the reporting period.	Enter the numeric outcome the initiative <b>actually achieved</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Definition, Notes</b>	CSBG Eligible Entities should use CNPI 1z to report on employment-related initiatives where the outcome doesn't fall into any of the above indicators, and the selected outcome is a "count of change".			

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## Employment Indicator Examples (*Rates of Change*)

Examples, Definitions, and Notes

	I.) Identified Community (auto-populated)	II.) Baseline existing starting point used for comparisons (%)	III.) Target (#)	IV.) Expected % change from baseline (Target % auto calculated)	V.) Actual Results (#)	VI.) Actual % change from baseline (% auto calculated)	VII.) Performance target accuracy (% auto calculated)
<p><b>CNPI 1f: Percent decrease of the unemployment rate.</b></p>	<p>This will be auto-populated from Section I.</p>	<p>Enter the <b>baseline</b> unemployment rate.</p>	<p>Enter the <b>target</b> unemployment rate.</p>	<p>This field will be auto-calculated.</p>	<p>Enter the <b>actual</b> unemployment rate at the end of the current reporting period.</p>	<p>This field will be auto-calculated.</p>	<p>This field will be auto-calculated.</p>
<p><b>Example</b></p>	<p>To reduce the unemployment rate, the CAA operated a community-wide initiative where businesses, the city, and the county are engaged to place unemployed people in jobs and create new jobs.</p> <ul style="list-style-type: none"> <li>The <b>baseline</b> unemployment rate was 5% at the start of the initiative.</li> <li>The <b>target</b> was to reduce the unemployment rate to 3%.</li> <li>At the end of the current reporting period, the <b>actual</b> unemployment rate was 4%.</li> </ul>						
<p><b>Definition, Notes</b></p>	<ul style="list-style-type: none"> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) unemployment rates:               <ol style="list-style-type: none"> <li><a href="#">Bureau of Labor Statistics</a></li> <li><a href="#">State Department of Labor</a></li> <li><a href="#">Community Commons</a></li> </ol> </li> <li>Unemployment data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>CSBG Eligible Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 1g: Percent decrease of the youth unemployment rate.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> youth unemployment rate.	Enter the <b>target</b> youth unemployment rate.	This field will be auto-calculated.	Enter the <b>actual</b> youth unemployment rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>In an effort to decrease the youth unemployment rate, a CAA actively partnered with local businesses to provide entry-level employment opportunities, including on-the-job training, to youth in the community.</p> <ul style="list-style-type: none"> <li>• The <b>baseline</b> youth unemployment rate was 15% at the start of the initiative.</li> <li>• The <b>target</b> was to reduce the youth unemployment rate to 10%.</li> <li>• At the end of the current reporting period, the <b>actual</b> youth unemployment rate was 12%.</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) youth unemployment rates:               <ol style="list-style-type: none"> <li>1. <a href="#">Bureau of Labor Statistics</a></li> <li>2. <a href="#">State Department of Labor</a></li> <li>3. <a href="#">Community Commons</a></li> </ol> </li> <li>• For the purposes of this report, a youth initiative targets individuals aged 14-24.</li> <li>• Youth unemployment data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• CSBG Eligible Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 1h: Percent decrease of the under-employment rate.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> under-employment rate.	Enter the <b>target under-employment rate</b> .	This field will be auto-calculated.	Enter the <b>actual</b> underemployment rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A Community Needs Assessment pinpointed a significant local shift from manufacturing to technology as the primary cause for underemployment in the county. Therefore, the CAA worked with the county employment department, local leaders, and employers to actively address the skill gap for employees transitioning from manufacturing to technology positions.</p> <ul style="list-style-type: none"> <li>The <b>baseline</b> underemployment rate was 11% at the start of the initiative.</li> <li>The <b>target</b> was to reduce the underemployment rate to 10%.</li> <li>At the end of the current reporting period, the <b>actual</b> underemployment rate was 9.5%.</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) underemployment rates: <ol style="list-style-type: none"> <li><a href="#">Bureau of Labor Statistics</a></li> <li>State Department of Labor</li> <li><a href="#">Community Commons</a></li> </ol> </li> <li>Underemployment is a situation where a worker is employed, but their work, hours or wages are reduced or inadequate.</li> <li>Underemployment data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>CSBG Eligible Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

<b>CNPI 1z: Other Rates of Change for Employment Indicators. (Please specify.)</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the selected <b>baseline</b> rate as a percentage here.	Enter the selected <b>target</b> rate as a percentage here.	This field will be auto-calculated.	Enter the selected <b>actual rate</b> at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Definition, Notes</b>	CSBG Eligible Entities should use CNPI 1z to report on employment related initiatives where the outcome is different than any of the above indicators (and the selected outcome is a “rate of change”).						

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## CNPI 2: Education and Cognitive Development Indicators

CNPI 2: Education and Cognitive Development Indicators		
Counts of Change	<a href="#">CNPI 2a</a>	Number of accessible and affordable early childhood or pre-school education assets or resource added to the identified community.
	<a href="#">CNPI 2b</a>	Number of accredited or licensed affordable child care facilities added in the identified community.
	<a href="#">CNPI 2c</a>	Number of new Early Childhood Screenings offered to children (ages 0-5) of families with low incomes in the identified community.
	<a href="#">CNPI 2d</a>	Number of accessible and affordable education assets or resources added for school age children in the identified community. (e.g., academic, enrichment activities, before/after school care, summer programs)
	<a href="#">CNPI 2e</a>	Number of accessible and affordable post-secondary education assets or resources added for newly graduating youth in the identified community. (e.g. college tuition, scholarships, vocational training, etc.)
	<a href="#">CNPI 2f</a>	Number of accessible and affordable basic or secondary education assets or resources added for adults in the identified community. (e.g. literacy, ESL, ABE/GED, etc.)
	<a href="#">CNPI 2z</a>	Other Counts of Change Education and Cognitive Development Indicators
Rates of Change	<a href="#">CNPI 2g</a>	Percent increase of children in the identified community who are kindergarten ready.
	<a href="#">CNPI 2h</a>	Percent increase of children in the identified community at (or above) the basic reading level.
	<a href="#">CNPI 2i</a>	Percent increase of children in the identified community at (or above) the basic math level.
	<a href="#">CNPI 2j</a>	Percent increase in high school (or high school equivalency) graduation rate in the identified community.
	<a href="#">CNPI 2k</a>	Percent increase of the rate of youth in the identified community who attend post-secondary education.
	<a href="#">CNPI 2l</a>	Percent increase of the rate of youth in the identified community who graduate from post-secondary education.
	<a href="#">CNPI 2m</a>	Percent increase of adults in the identified community who attend post-secondary education.
	<a href="#">CNPI 2n</a>	Percent increase of adults in the identified community who graduate from post-secondary education.
	<a href="#">CNPI 2o</a>	Percent increase in the adult literacy rate in the identified community.
	<a href="#">CNPI 2z</a>	Other Rates of Change for Education and Cognitive Development Indicators

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## Education and Cognitive Development Indicator Instructions (*Counts of Change*)

Examples, Definitions, and Notes

	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<p><b>CNPI 2a: Number of accessible and affordable early childhood or pre-school education assets or resources added to the identified community.</b></p>	<p>This field will be auto-populated with information from Section I.</p>	<p>Enter the number of accessible and affordable early childhood or preschool education assets/ resources that the initiative <b>targeted for addition</b> in the identified community for the reporting period.</p>	<p>Enter the number of accessible and affordable early childhood or preschool education assets/ resources that the initiative <b>actually added</b> in the identified community during the reporting period.</p>	<p>This field will be auto-calculated.</p>
<p><b>Example</b></p>	<p>A CAA implemented a community-wide initiative to increase the number of early childhood centers that offer educational activities (via approved programs or curricula).</p> <ul style="list-style-type: none"> <li>• The <b>target</b> was to add 30 new educational programs at child care centers across their identified community (Column II).</li> <li>• The <b>actual</b> number of new educational programs adopted by child care centers in the identified community was 20 (Column III).</li> </ul>			
<p><b>Definition, Notes</b></p>	<ul style="list-style-type: none"> <li>• An <b>accessible and affordable early childhood or preschool education asset or resource</b> is the creation of a new location for preschool education or the addition of educational activities to an already existing child care center that did not offer educational activities.</li> <li>• Report only resources or assets that were added to the community as a direct result of the initiative.</li> <li>• Do not report participation in early childhood or preschool education among program participants (<i>these will be reported in Module 4</i>).</li> </ul>			

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	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 2b: Number of accredited or licensed affordable child care facilities added in the identified community.</b>	This field will be auto-populated with information from Section I.	Enter the number of accredited or licensed child care facilities that the initiative <b>targeted for addition</b> in the identified community for the reporting period.	Enter the number of accredited or licensed child care facilities that the initiative <b>actually added</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA, together with the local community college, implemented an initiative to help non-licensed day care providers navigate the licensure process (including financial incentives upon completion).</p> <ul style="list-style-type: none"> <li>The <b>target</b> was to add 15 newly licensed child care facilities in the county (Column II).</li> <li>The <b>actual</b> number of newly licensed childcare facilities added in the county was 13 (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li><b>Accredited or licensed affordable child care facilities</b> include new facilities added to the community that are accredited or licensed, or existing facilities that obtained accreditation or licensure.</li> <li>Report only new facilities that were added to the community as a direct result of the initiative.</li> <li>Do not report access to accredited child care facilities among program participants (<i>these will be reported in Module 4</i>).</li> </ul>			

	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 2c: Number of new early childhood screenings offered to children (ages 0-5) of families with low-incomes in the identified community.</b>	This field will be auto-populated with information from Section I.	Enter the number of new early childhood screenings that the initiative <b>targeted for addition</b> in the identified community for the reporting period.	Enter the number of new early childhood screenings that the initiative <b>actually added</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA worked with the local university's early childhood development program to make free screenings available to children in in the community whose families had low incomes. . The initiative included outreach, free screenings, and follow-up educational resources.</p> <ul style="list-style-type: none"> <li>The <b>target</b> was to make 200 additional free early childhood screening appointments available to children in in the community whose families had low incomes (Column II).</li> <li>The <b>actual</b> number of additional early childhood screening appointments made available was 230 (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li><b>Early childhood screenings gauge a child's readiness for kindergarten</b>, and may include screenings for potential developmental delays.</li> <li>Report only new early childhood screenings that were added to the community as a direct result of the initiative.</li> </ul>			

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<b>CNPI 2d: Number of accessible and affordable education assets or resources added for school age children in the identified community. (e.g., academic, enrichment activities, before/after school care, summer programs)</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Target</b> (#)	<b>III.) Actual Results</b> (#)	<b>IV.) Performance target accuracy</b> (% auto calculated)
	This field will be auto-populated with information from Section I.	Enter the number of educational assets for school-aged children that the initiative <b>targeted for addition</b> in the identified community for the reporting period.	Enter the number of number of educational assets for school-aged children that the initiative <b>actually added</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA advocated for the expansion of after-school recreational opportunities at the middle school serving a neighborhood with people who have low incomes in their service area.</p> <ul style="list-style-type: none"> <li>• The <b>target</b> was to provide 200 additional slots for after-school activities (Column II).</li> <li>• The actual number of additional slots for after-school activities was 204 (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• An <b>accessible and affordable education asset or resource</b> includes academic enrichment activities, summer programs, before/after school care, youth educational opportunities, or other asset or resource.</li> <li>• Report only new assets or resources that were added to the community as a direct result of the initiative.</li> <li>• Do not report individual or family access to school age education resources among program participants (<i>this will be reported in Module 4</i>).</li> </ul>			

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<b>CNPI 2e: Number of accessible and affordable post-secondary education assets or resources added for newly graduating youth in the identified community. (e.g. college tuition, scholarships, vocational training, etc.)</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Target</b> (#)	<b>III.) Actual Results</b> (#)	<b>IV.) Performance target accuracy</b> (% auto calculated)
	This field will be auto-populated with information from Section I.	Enter the number of post-secondary education assets or resources for graduating youth that the initiative <b>targeted for addition</b> in the identified community for the reporting period.	Enter the number of post-secondary education assets or resources for graduating youth that the initiative <b>actually added</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA participated in a county-wide initiative with the goal of increasing post-secondary vocational training opportunities for newly graduated youth in the community who had low incomes.</p> <ul style="list-style-type: none"> <li>• The <b>target</b> was to add 20 vocational training opportunities for newly graduated youth in the community.</li> <li>• The <b>actual</b> number of vocational training opportunities added was 30.</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• A <b>post-secondary education asset or resource for newly graduated youth</b> includes college tuition, scholarships, vocational training, etc.</li> <li>• Report only new post-secondary assets or resources added to the community as a direct result of the initiative.</li> <li>• Do not report access to post-secondary education resources among program participants (<i>this will be reported in Module 4</i>).</li> </ul>			

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<b>CNPI 2f: Number of accessible and affordable basic or secondary education assets or resources added for adults in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Target</b> (#)	<b>III.) Actual Results</b> (#)	<b>IV.) Performance target accuracy</b> (% auto calculated)
	This field will be auto-populated with information from Section I.	Enter the number of basic or secondary education assets or resources for adults that the initiative <b>targeted for addition</b> in the identified community for the reporting period.	Enter the number of basic or secondary education assets or resources for adults that the initiative <b>actually added</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>In partnership with the local school system, a CAA created evening courses for adults in English language proficiency taught by school system personnel in a CAA facility.</p> <ul style="list-style-type: none"> <li>• The <b>target</b> was to create 150 new evening educational opportunities during the upcoming fall and spring.</li> <li>• The <b>actual</b> number of educational opportunities added within the community was 180.</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• <b>Basic or secondary education assets or resources for adults</b> include literacy, ELL, or ABE/GED courses.</li> <li>• Report only new assets or resources that were added to the community as a direct result of the initiative.</li> <li>• Do not report individual access to education resources among program participants (<i>this will be reported in Module 4</i>).</li> </ul>			

<b>CNPI 2z: Other Counts of Change for Education and Cognitive Development Indicators. (Please specify.)</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Target</b> (#)	<b>III.) Actual Results</b> (#)	<b>IV.) Performance target accuracy</b> (% auto calculated)
	This field will be auto-populated with information from Section I.	Enter the numeric outcome the initiative <b>targeted</b> in the identified community for the reporting period.	Enter the numeric outcome the initiative <b>actually achieved</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Definition, Notes</b>	CSBG Eligible Entities should use CNPI 2z to report on education and cognitive development related initiatives where the outcome doesn't fall into any of the above indicators, and the selected outcome is a "count of change".			

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## Education and Cognitive Development Indicator Instructions (*Rates of Change*)

Examples, Definitions, and Notes

	I.) Identified Community (auto-populated)	II.) Baseline existing starting point used for comparisons (%)	III.) Target (#)	IV.) Expected % change from baseline (Target % auto calculated)	V.) Actual Results (#)	VI.) Actual % change from baseline (% auto calculated)	VII.) Performance target accuracy (% auto calculated)
<p><b>CNPI 2g: Percent increase of children in the identified community who are kindergarten ready.</b></p>	<p>This will be auto-populated from Section I.</p>	<p>Enter the <b>baseline</b> kindergarten readiness rate.</p>	<p>Enter the <b>target</b> kindergarten readiness rate.</p>	<p>This field will be auto-calculated.</p>	<p>Enter the <b>actual</b> kindergarten readiness rate at the end of the current reporting period.</p>	<p>This field will be auto-calculated.</p>	<p>This field will be auto-calculated.</p>
<p><b>Example</b></p>	<p>A CAA worked with local school district officials to increase outreach and early learning program enrollment with the goal of increasing kindergarten readiness among households with people who have low incomes.</p> <ul style="list-style-type: none"> <li>The <b>baseline</b> kindergarten readiness rate was 75% at the start of the initiative.</li> <li>The <b>target</b> was to increase the kindergarten readiness rate to 77%.</li> <li>The <b>actual</b> kindergarten readiness rate increased to 76.5%.</li> </ul>						
<p><b>Definition, Notes</b></p>	<ul style="list-style-type: none"> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>State Department of Education</li> <li>Local School District(s)</li> </ol> </li> <li>Kindergarten-readiness data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>CSBG Eligible Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 2h:</b> <b>Increased percentage of children within the identified community who read at or above the basic reading level.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> rate of children who read at or above the basic reading level.	Enter the <b>target</b> rate of children who read at or above the basic reading level.	This field will be auto-calculated.	Enter the <b>actual</b> rate of children who read at or above the basic reading level at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA partnered with the Department of Education and local school districts to provide summer learning opportunities for students with low income struggling with reading skills.</p> <ul style="list-style-type: none"> <li>The <b>baseline</b> rate of children who read at or above the basic reading level was 73% at the start of the initiative.</li> <li>The <b>target</b> was to increase the percentage of children who read at or above the basic reading level to 75%.</li> <li>The <b>actual</b> rate of children who read at or above the basic reading level increased to 74%.</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>For the purpose of this indicator, “<b>children</b>” includes school-aged children kindergarten through 12<sup>th</sup> grade.</li> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>State Department of Education</li> <li>Local School District(s)</li> </ol> </li> <li>Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>CSBG Eligible Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 2i: Percent increase of children in the identified community at (or above) the basic math level.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> rate of children who perform at or above the basic math level.	Enter the <b>target</b> rate of children who perform at or above the basic math level.	This field will be auto-calculated.	Enter the <b>actual</b> rate of children who perform at or above the basic math level at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA partnered with their school district and local business leaders to provide supplemental math education opportunities for students with low incomes. This included hands-on activities (robotics, money management, etc.) to reach students with various learning styles.</p> <ul style="list-style-type: none"> <li>The <b>baseline</b> rate of children who performed at or above the basic math level was 65% at the start of the initiative.</li> <li>The <b>target</b> was to increase the rate of children who performed at or above the basic math level to 75%.</li> <li>The <b>actual</b> rate of children who performed at or above the basic math level increased to 70%.</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>For the purpose of this indicator, “children” includes school-aged children kindergarten through 12<sup>th</sup> grade.</li> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>State Department of Education</li> <li>Local School District(s)</li> </ol> </li> <li>Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>CSBG Eligible Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 2j: Percent increase in high school (or high school equivalency) graduation rate in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> high school graduation (or equivalency) rate.	Enter the <b>target</b> high school graduation (or equivalency) rate.	This field will be auto-calculated.	Enter the <b>actual</b> high school graduation (or equivalency) rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA partnered with their school district and local business leaders to provide alternative education opportunities within the community. This included technology, arts, and health-focused tracks in three local high schools.</p> <ul style="list-style-type: none"> <li>The <b>baseline</b> high school graduation (or equivalency) rate was 70% at the start of the initiative.</li> <li>The <b>target</b> was to increase the high school graduation (or equivalency) rate to 78%.</li> <li>The <b>actual</b> high school graduation (or equivalency) rate increased to 74%.</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>State Department of Education</li> <li>Local School District(s)</li> </ol> </li> <li>Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>CSBG Eligible Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<p><b>CNPI 2k: Percent increase of the rate of youth in the identified community who attend post-secondary education.</b></p>	<p><b>I.) Identified Community</b> (auto-populated)</p>	<p><b>II.) Baseline</b> existing starting point used for comparisons (%)</p>	<p><b>III.) Target</b> (#)</p>	<p><b>IV.) Expected % change from baseline</b> (Target % auto calculated)</p>	<p><b>V.) Actual Results</b> (#)</p>	<p><b>VI.) Actual % change from baseline</b> (% auto calculated)</p>	<p><b>VII.) Performance target accuracy</b> (% auto calculated)</p>
	<p>This will be auto-populated from Section I.</p>	<p>Enter the <b>baseline</b> rate of youth who attend post-secondary education.</p>	<p>Enter the <b>target</b> rate of youth who attend post-secondary education.</p>	<p>This field will be auto-calculated.</p>	<p>Enter the <b>actual</b> rate of youth who attend post-secondary education at the end of the reporting period.</p>	<p>This field will be auto-calculated.</p>	<p>This field will be auto-calculated.</p>
<p><b>Example</b></p>	<p>A CAA partnered with their school district, business leaders, as well as nearby community colleges, universities, and trade schools to initiate a “Next Steps” program within all local high schools. Next Steps is designed to introduce high school students who have low incomes to a variety of post-secondary education options, and to provide them with mentors to help navigate pre-requisites, applications, financial aid processes, etc.</p> <ul style="list-style-type: none"> <li>• The <b>baseline</b> rate of youth who attend post-secondary education was 55% at the start of the initiative.</li> <li>• The <b>target</b> was to increase the rate of youth who attend post-secondary education to 70%.</li> <li>• The <b>actual rate</b> of youth who attend post-secondary education increased to 58%.</li> </ul>						
<p><b>Definition, Notes</b></p>	<ul style="list-style-type: none"> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates: <ol style="list-style-type: none"> <li>1. State Department of Education</li> <li>2. State Employment Department</li> </ol> </li> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• CSBG Eligible Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 2I: Percent increase of the rate of youth in the identified community who graduate from post-secondary education.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> rate of youth who graduate from post-secondary education.	Enter the <b>target</b> rate of youth who graduate from post-secondary education.	This field will be auto-calculated.	Enter the <b>actual</b> rate of youth who graduate from post-secondary education at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA partnered with local business leaders, as well as nearby community colleges, universities, and trade schools to implement an extension of the “Futures” system—providing mentorship, internships, and financial incentives for youth with low incomes throughout their post-secondary education experience.</p> <ul style="list-style-type: none"> <li>The <b>baseline</b> rate of youth graduating from post-secondary education was 40% at the start of the initiative.</li> <li>The <b>target</b> was to increase the rate of youth graduating from post-secondary education to 60%.</li> <li>The <b>actual rate</b> of youth graduating post-secondary education increased to 44%.</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>For the purpose of this indicator, “<b>youth</b>” is defined as aged 14-24.</li> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>State Department of Education</li> <li>State Employment Department</li> </ol> </li> <li>Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>CSBG Eligible Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 2m: Percent increase of adults in the identified community who attend post-secondary education.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> rate of adults who attend post-secondary education.	Enter the <b>target</b> rate of adults who attend post-secondary education.	This field will be auto-calculated.	Enter the <b>actual</b> rate of adults who attend post-secondary education at the end of the reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA partnered with a charitable foundation and local employers to increase opportunities for adults wanting to pursue post-secondary education. This included a 2:1 foundation match of employer contributions to education costs, and a tax incentive for employers who supported employees pursuing secondary education (through paid time off, tuition assistance, etc.).</p> <ul style="list-style-type: none"> <li>The <b>baseline</b> rate of adults who attended post-secondary education was 19% at the start of the initiative.</li> <li>The <b>target</b> was to increase the rate of adults who attend post-secondary education to 25%.</li> <li>The <b>actual rate</b> of adults who attended post-secondary education increased to 22%.</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>For the purpose of this indicator, “<b>adult</b>” is defined as an individual aged 25 or over.</li> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>State Department of Education</li> <li>State Employment Department</li> </ol> </li> <li>Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>CSBG Eligible Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 2n: Percent increase of adults in the identified community who graduate from post-secondary education.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> rate of adults who graduate from post-secondary education.	Enter the <b>target</b> rate of adults who graduate from post-secondary education.	This field will be auto-calculated.	Enter the <b>actual</b> rate of adults who graduate post-secondary education at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA partnered with nearby community colleges, universities, and trade schools to implement an older-student navigation system. This included support services, financial assistance, mentoring, and internships designed to meet the unique needs of older students.</p> <ul style="list-style-type: none"> <li>The <b>baseline</b> rate of adults graduating from post-secondary education was 37% at the start of the initiative.</li> <li>The <b>target</b> was to increase the rate of adults graduating from post-secondary education to 42%.</li> <li>The <b>actual</b> rate of adults graduating from post-secondary education increased to 40%.</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>For the purpose of this indicator, “adult” is defined as an individual aged 25 or over.</li> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) rates: <ol style="list-style-type: none"> <li>State Department of Education</li> <li>State Employment Department</li> </ol> </li> <li>Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>CSBG Eligible Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 2o: Percent increase in the adult literacy rate in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> adult literacy rate.	Enter the <b>target</b> adult literacy rate.	This field will be auto-calculated.	Enter the <b>actual</b> adult literacy rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA partnered with the city council and large local manufacturing and retail employers to implement an adult literacy program. The program was designed to provide employers with tax credits in exchange for supporting employees' basic education goals (e.g., paid time off, financial incentives).</p> <ul style="list-style-type: none"> <li>The <b>baseline</b> adult literacy rate was 59% at the start of the initiative.</li> <li>The <b>target</b> was to increase the adult literacy rate to 70%</li> <li>The <b>actual</b> adult literacy rate increased to 60%.</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>For the purpose of this indicator, "adult" is defined as an individual aged 25 or over.</li> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>State Employment Department</li> </ol> </li> <li>Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>CSBG Eligible Entities should record the data source used to report Columns II and V in the "General Comments Section."</li> </ul>						

<b>CNPI 2z: Other Rate of Change for Education and Cognitive Development Indicators. (Please specify.)</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the selected <b>baseline</b> rate as a percentage here.	Enter the selected <b>target</b> rate as a percentage here.	This field will be auto-calculated.	Enter the selected <b>actual rate</b> at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Definition, Notes</b>	<p>CSBG Eligible Entities should use CNPI 2z to report on education related initiatives where the outcome is different than any of the above indicators (and the selected outcome is a "rate of change").</p>						

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## CNPI 3: Infrastructure and Asset Building Indicators

CNPI 3: Infrastructure and Asset Building Indicators		
Counts of Change	<a href="#">CNPI 3a</a>	<b>Number of new accessible</b> assets or resources <b>created in the identified community:</b>
	<a href="#">CNPI 3a.1</a>	<i>Commercial</i>
	<a href="#">CNPI 3a.2</a>	<i>Financial</i>
	<a href="#">CNPI 3a.3</a>	<i>Technological/ Communications (e.g. broadband)</i>
	<a href="#">CNPI 3a.4</a>	<i>Transportation</i>
	<a href="#">CNPI 3a.5</a>	<i>Recreational (e.g. parks, gardens, libraries)</i>
	<a href="#">CNPI 3a.6</a>	<i>Other Public Assets/Physical Improvements</i>
	<a href="#">CNPI 3b</a>	<b>Number of existing</b> assets or resources <b>made accessible to the identified community:</b>
	<a href="#">CNPI 3b.1</a>	<i>Commercial</i>
	<a href="#">CNPI 3b.2</a>	<i>Financial</i>
	<a href="#">CNPI 3b.3</a>	<i>Technological/ Communications (e.g. broadband)</i>
	<a href="#">CNPI 3b.4</a>	<i>Transportation</i>
	<a href="#">CNPI 3b.5</a>	<i>Recreational (e.g. parks, gardens, libraries)</i>
	<a href="#">CNPI 3b.6</a>	<i>Other Public Assets/Physical Improvements</i>
	<a href="#">CNPI 3z</a>	Other Counts of Change Infrastructure and Asset Building Indicators
Rates of Change	<a href="#">CNPI 3c</a>	Percent decrease of abandoned or neglected buildings in the identified community.
	<a href="#">CNPI 3d</a>	Percent decrease in emergency response time measured in minutes in the identified community. (EMT, Police, Fire, etc.).
	<a href="#">CNPI 3e</a>	Percent decrease of predatory lenders and/or lending practices in the identified community.
	<a href="#">CNPI 3f</a>	Percent decrease of environmental threats to households (toxic soil, radon, lead, air quality, quality of drinking water, etc.) in the identified community.
	<a href="#">CNPI 3g</a>	Percent increase of transportation services in the identified community.

## CNPI 3: Infrastructure and Asset Building Indicators

	<a href="#">CNPI 3z</a>	Other Rates of Change Infrastructure and Asset Building Indicators
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### Infrastructure and Asset Building Indicator Instructions (*Counts of Change*)

*Examples, Definitions, and Notes*

	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 3a:</b> Number of new accessible assets or resources created in the identified community.	This field will be auto-populated with information from Section I.	Enter the total number of assets or resources that the initiative <b>targeted for creation</b> in the identified community for the reporting period.  <i>(Sum of CNPI 3a1-3a6, Column II)</i>	Enter the total number of assets or resources that the initiative <b>actually created</b> in the identified community during the reporting period.  <i>(Sum of CNPI 3b1-3b6, Column III)</i>	This field will be auto-calculated.
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>No data is reported in CNPI 3a. This is a section header.</li> <li><b>Column II</b> should be the sum of all targeted assets or resources identified in CNPI 3a1-3a6 (Column II).</li> <li><b>Column III</b> should be the sum of all actual assets or resources identified in CNPI 3a1-3a6 (Column III).</li> </ul>			

	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 3a1:</b> Number of new commercial assets or resources created in the identified community.	This field will be auto-populated with information from Section I.	Enter the number of commercial assets/ resources that the initiative <b>targeted for creation</b> in the identified community for the reporting period.	Enter the number of commercial assets/ resources that the initiative <b>actually created</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA and other local partners negotiated with a national grocery store chain to locate one of its stores in a neighborhood where people with low incomes live.</p> <ul style="list-style-type: none"> <li>The initiative <b>targeted</b> the creation of one new commercial asset in a neighborhood where people with low incomes live (Column II).</li> <li>The initiative <b>actually</b> created one new commercial asset in a neighborhood where people with low incomes live (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>A <b>commercial asset</b> may include grocery stores, restaurants, or other business enterprises.</li> <li>Report only new assets or resources that were added to the community as a direct result of the initiative.</li> </ul>			

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	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 3a2:</b> <b>Number of new financial assets or resources created in the identified community.</b>	This field will be auto-populated with information from Section I.	Enter the number of financial assets or resources that the initiative <b>targeted for creation</b> in the identified community for the reporting period.	Enter the number of financial assets or resources that the initiative <b>actually created</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA partnered with a local banking institution to locate branches in neighborhood centers, thereby increasing the availability of traditional financial services (e.g. checking accounts, home mortgages, personal loans, business loans, personal savings accounts) in neighborhoods where people with low incomes live.</p> <ul style="list-style-type: none"> <li>The initiative <b>targeted</b> the creation of three new financial assets in neighborhoods where people with low incomes live (Column II).</li> <li>The initiative <b>actually</b> created two new financial assets in a neighborhood where people with low incomes live (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>A <b>financial asset</b> may include a banking institution, Community Development Financial Institution, or other banking services.</li> <li>Report only new assets or resources that were added to the community as a direct result of the initiative.</li> </ul>			

	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 3a3:</b> <b>Number of new technological or communications (e.g. broadband) assets or resources created in the identified community.</b>	This field will be auto-populated with information from Section I.	Enter the number of technological or communications assets/ resources that the initiative <b>targeted for creation</b> in the identified community for the reporting period.	Enter the number of technological or communications assets/ resources that the initiative <b>actually created</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA worked alongside city, county, state, business, and school leaders to access USDA Rural Development funding to bring broadband access to their rural community.</p> <ul style="list-style-type: none"> <li>The initiative <b>targeted</b> the creation of one new technology asset within the community (Column II).</li> <li>The initiative <b>actually</b> created one new technology asset within the community (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>A <b>technological/ communications asset</b> may include broadband cable access or additional cell towers.</li> <li>Report only new assets or resources that were added to the community as a direct result of the initiative.</li> </ul>			

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	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 3a4:</b> Number of new transportation assets or resources created in the identified community.	This field will be auto-populated with information from Section I.	Enter the number of transportation assets or resources that the initiative <b>targeted for creation</b> in the identified community for the reporting period.	Enter the number of transportation assets/resources that the initiative <b>actually created</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA, in partnership with the local transportation authority and other non-profits, advocated to have three additional bus lines added to reach neighborhoods in rural areas of the county where people with low incomes live.</p> <ul style="list-style-type: none"> <li>The initiative <b>targeted</b> creation of three new transportation assets within the community (Column II).</li> <li>The initiative <b>actually</b> created two new transportation assets within the community (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>A <b>transportation asset</b> may include bus lines or other forms of public transportation serving areas where residents with low incomes live or work.</li> <li>Report only new assets or resources that were added to the community as a direct result of the initiative.</li> </ul>			

	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 3a5:</b> Number of new recreation (e.g. parks, gardens, libraries) assets or resources created in the identified community.	This field will be auto-populated with information from Section I.	Enter the number of recreation assets or resources that the initiative <b>targeted for creation</b> in the identified community for the reporting period.	Enter the number of recreation assets or resources that the initiative <b>actually created</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA worked alongside other organizations to renovate and convert an abandoned building into a community center.</p> <ul style="list-style-type: none"> <li>The initiative <b>targeted</b> the creation of one new recreation asset within the community (Column II).</li> <li>The initiative <b>actually</b> created one new recreation asset within the community (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>A <b>recreational asset</b> could be a park, community garden, library, community center, or other resource that increases the overall access to recreational activities within a community.</li> <li>Report only new assets or resources that were added to the community as a direct result of the initiative.</li> </ul>			

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<b>CNPI 3a6:</b> <b>Number of “other” new public assets or physical improvements created in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Target</b> (#)	<b>III.) Actual Results</b> (#)	<b>IV.) Performance target accuracy</b> (% auto calculated)
	This field will be auto-populated with information from Section I.	Enter the number of “other” public assets or resources that the initiative <b>targeted for creation</b> in the identified community for the reporting period.	Enter the number of “other” public assets or resources that the initiative <b>actually created</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>CSBG Eligible Entities should use this indicator to report “other” new assets or resources that don’t fall into any of the categories above, and the selected outcome is a “count of change”.</li> </ul>			

<b>CNPI 3b:</b> Number of existing assets or resources made accessible in the identified community.	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Target</b> (#)	<b>III.) Actual Results</b> (#)	<b>IV.) Performance target accuracy</b> (% auto calculated)
	This field will be auto-populated with information from Section I.	Enter the total number of existing assets or resources that the initiative <b>made accessible</b> in the identified community for the reporting period.  <i>(Sum of CNPI 3b1-3b6, Column II)</i>	Enter the total number of existing assets or resources that the initiative <b>actually made accessible</b> in the identified community during the reporting period.  <i>(Sum of CNPI 3b1-3b6, Column III)</i>	This field will be auto-calculated.
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li><b>Column II</b> should be the sum of all targeted assets or resources identified in CNPI 3b1-3b6 (Column II).</li> <li><b>Column III</b> should be the sum of all actual assets or resources identified in CNPI 3b1-3b6 (Column III).</li> </ul>			

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<b>CNPI 3b1:</b> <b>Number of existing commercial assets or resources made accessible in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Target</b> (#)	<b>III.) Actual Results</b> (#)	<b>IV.) Performance target accuracy</b> (% auto calculated)
	This field will be auto-populated with information from Section I.	Enter the number of existing commercial assets/ resources that the initiative <b>targeted to make accessible</b> in the identified community for the reporting period.	Enter the number of existing commercial assets or resources that the initiative <b>actually made accessible</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A grocery store exists in a rural community. However, the CAA community needs assessment revealed that people couldn't easily access the store because it was only open between 10 a.m. and 7 p.m., when many people in the community were still at work. The CAA advocated alongside other nonprofits for the store to extend its hours, making it more accessible to people in the community with low incomes.</p> <ul style="list-style-type: none"> <li>• The initiative <b>targeted</b> one commercial asset to make more accessible (Column II).</li> <li>• The initiative <b>actually</b> made one commercial asset more accessible (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• A <b>commercial asset</b> may include grocery stores, restaurants, or other business enterprises.</li> <li>• Report only existing assets or resources that were made more accessible as a direct result of the initiative.</li> </ul>			

<b>CNPI 3b2:</b> <b>Number of existing financial assets or resources made accessible in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Target</b> (#)	<b>III.) Actual Results</b> (#)	<b>IV.) Performance target accuracy</b> (% auto calculated)
	This field will be auto-populated with information from Section I.	Enter the number of existing financial assets or resources that the initiative <b>targeted to make accessible</b> in the identified community for the reporting period.	Enter the number of existing financial assets or resources that the initiative <b>actually made accessible</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA learned, through their community needs assessment, that all the small lenders in their community were predatory. The CAA partnered with local nonprofits and encouraged a local bank to begin offering loans under \$5,000.</p> <ul style="list-style-type: none"> <li>• The initiative <b>targeted</b> one financial resource to make more accessible (Column II).</li> <li>• The initiative <b>actually</b> made one financial resource more accessible (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• A <b>financial asset</b> may include creation of a banking institution such as a Community Development Financial Institution, or additional banking services made accessible to the community.</li> <li>• Report only existing assets or resources that were made <b>more</b> accessible as a direct result of the initiative.</li> </ul>			

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<b>CNPI 3b3:</b> <b>Number of existing technological or communications (e.g. broadband) assets or resources made accessible in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Target</b> (#)	<b>III.) Actual Results</b> (#)	<b>IV.) Performance target accuracy</b> (% auto calculated)
	This field will be auto-populated with information from Section I.	Enter the number of existing technological or communications assets/ resources that the initiative <b>targeted to make accessible</b> in the identified community for the reporting period.	Enter the number of existing technological or communications assets/ resources that the initiative <b>actually made accessible</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA learned that students who live in the rural parts of their county do not have access to the internet when they go home, and as a result, cannot complete many of their school assignments. The CAA partnered with the city and secured funding from a foundation to run new high-speed internet lines to the rural areas of their county.</p> <ul style="list-style-type: none"> <li>The initiative <b>targeted</b> one technological resource to make more accessible (Column II).</li> <li>The initiative <b>actually</b> made one technological resource more accessible (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>A <b>technological/ communications asset</b> may include broadband cable access or additional cell towers.</li> <li>Report only existing assets or resources that were made <b>more</b> accessible as a direct result of the initiative.</li> </ul>			

<b>CNPI 3b4:</b> <b>Number of existing transportation assets or resources made accessible in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Target</b> (#)	<b>III.) Actual Results</b> (#)	<b>IV.) Performance target accuracy</b> (% auto calculated)
	This field will be auto-populated with information from Section I.	Enter the number of existing transportation assets or resources that the initiative <b>targeted to make accessible</b> in the identified community for the reporting period.	Enter the number of existing transportation assets/ resources that the initiative <b>actually made accessible</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A community has a bus system, but the bus only operates between 9 a.m. and 9 p.m., Monday through Saturday, making it inaccessible for most people who work in the service industry. To better accommodate workers, a CAA banded with a large coalition to raise the funds needed to extend bus schedules from 7 a.m. to 10 p.m., seven days per week.</p> <ul style="list-style-type: none"> <li>The initiative <b>targeted</b> one transportation resource to make more accessible (Column II).</li> <li>The initiative <b>actually</b> made one transportation resource more accessible (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>A <b>transportation asset</b> may include buses, bus lines, or other forms of public transportation serving areas where low-income residents live or work.</li> <li>Report only existing assets or resources that were made <b>more</b> accessible as a direct result of the initiative.</li> </ul>			

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<b>CNPI 3b5:</b> <b>Number of existing recreation (e.g. parks, garden, libraries) assets or resources made accessible in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Target</b> (#)	<b>III.) Actual Results</b> (#)	<b>IV.) Performance target accuracy</b> (% auto calculated)
	This field will be auto-populated with information from Section I.	Enter the number of existing recreation assets or resources that the initiative <b>targeted to make accessible</b> in the identified community for the reporting period.	Enter the number of existing recreation assets or resources that the initiative <b>actually made accessible</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>An old park sat unattended for years in a community. A Community Needs Assessment highlighted that the community lacked green spaces. The CAA worked with local businesses and nonprofits to rehabilitate the park to include a community garden and playground.</p> <ul style="list-style-type: none"> <li>The initiative <b>targeted</b> one recreation resource to make more accessible (Column II).</li> <li>The initiative <b>actually</b> made one recreation resource more accessible (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>A <b>recreational asset</b> could be a park, garden, library, community center, or other resource that increases the overall access to recreational activities within a community.</li> <li>Report only existing assets or resources that were made <b>more</b> accessible as a direct result of the initiative.</li> </ul>			

<b>CNPI 3b6:</b> <b>Number of “other” existing public assets or physical improvements made accessible in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Target</b> (#)	<b>III.) Actual Results</b> (#)	<b>IV.) Performance target accuracy</b> (% auto calculated)
	This field will be auto-populated with information from Section I.	Enter the number of “other” existing public assets or resources that the initiative <b>targeted to make accessible</b> in the identified community for the reporting period.	Enter the number of “other” existing public assets or resources that the initiative <b>actually made accessible</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>CSBG Eligible Entities should use this indicator to report “other” existing assets or resources made more accessible that don’t fall into any of the categories above, and the selected outcome is a “count of change”.</li> </ul>			

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<b>CNPI 3z: Other Counts of Change for Infrastructure and Asset Building Indicators. (Please specify.)</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Target</b> (#)	<b>III.) Actual Results</b> (#)	<b>IV.) Performance target accuracy</b> (% auto calculated)
	This field will be auto-populated with information from Section I.	Enter the numeric outcome the initiative <b>targeted</b> in the identified community for the reporting period.	Enter the numeric outcome the initiative <b>actually achieved</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Definition, Notes</b>	CSBG Eligible Entities should use CNPI 3z to report on infrastructure or asset building initiatives where the outcome is different than any of the above indicators, and the selected outcome is a “count of change”.			

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## Infrastructure and Asset Building Indicator Instructions (*Rates of Change*)

Examples, Definitions, and Notes

<b>CNPI 3c: Percent decrease of abandoned or neglected buildings in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto-calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto-calculated)	<b>VII.) Performance target accuracy</b> (% auto-calculated)
This will be auto-populated from Section I.	Enter the <b>baseline</b> rate of neglected or abandoned buildings.	Enter the <b>target</b> rate.	This field will be auto-calculated.	Enter the <b>actual</b> rate of neglected or abandoned buildings at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA worked with city council and the local housing trust to rehabilitate or sell abandoned and neglected buildings, particularly in neighborhoods where people with low incomes live. Out of the 200 buildings in the city, 25 are considered by the county assessor to be abandoned or neglected.</p> <ul style="list-style-type: none"> <li>The <b>baseline</b> rate of abandoned/neglected buildings was 12.5% at the start of the initiative (=25/200)</li> <li>The <b>target</b> was to decrease rate of abandoned or neglected buildings to 7%</li> <li>The <b>actual</b> rate of abandoned/neglected buildings decreased to 10% (=20/200).</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>This indicator <b>does not include</b> abandoned, neglected, or vacant single-family homes.</li> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li><a href="#">U.S. Census Bureau</a></li> <li><a href="#">Community Commons</a></li> <li><a href="#">County Assessor's Office</a></li> </ol> </li> <li>Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>CSBG Eligible Entities should record the data source used to report Columns II and V in the "General Comments Section."</li> </ul>						

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<b>CNPI 3d: Percent decrease in emergency response time measured in minutes in the identified community. (EMT, Police, Fire, etc.).</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> response time rate.	Enter the <b>target</b> response time rate.	This field will be auto-calculated.	Enter the <b>actual</b> response time rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>The Community Needs Assessment highlighted concerns about local emergency response times. Upon further research, the CAA found that county EMS personnel are failing to meet their target response time of 8 minutes on 38% of their calls. The CAA worked with first responders and the city council to decrease emergency response times through creating satellite offices in communities for first responders.</p> <ul style="list-style-type: none"> <li>• The <b>baseline</b> rate was 38% (<i>percentage of emergency calls in the county that take longer than the targeted 8-minute response time</i>).</li> <li>• The <b>target</b> was to reduce the percentage of emergency calls in the county that take longer than the targeted 8-minute response time to 20%.</li> <li>• The <b>actual</b> percentage of emergency calls in the county that take longer than the targeted 8-minute response time decreased to 32%.</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>1. Local Police and Fire Departments</li> <li>2. State Emergency Response Offices</li> <li>3. <a href="#">National Fire Protection Association</a></li> </ol> </li> <li>• Response time data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• CSBG Eligible Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 3e: Percent decrease of predatory lenders and/or lending practices in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> rate of predatory lenders.	Enter the <b>target</b> rate of predatory lenders.	This field will be auto-calculated.	Enter the <b>actual</b> rate of predatory lenders at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>The most recent Community Needs Assessment revealed a significant concern over payday lenders. Upon further research, the CAA found that out of 20 total lenders in their community, 10 of these were payday loan offices. The CAA worked with business leaders and the city council to decrease the number of predatory lenders in their community.</p> <ul style="list-style-type: none"> <li>• The <b>baseline</b> rate of predatory lenders was 50% at the start of the initiative (<i>10 payday lenders/20 total lenders = 50%</i>)</li> <li>• The <b>target</b> was to decrease rate of predatory lenders to 20%</li> <li>• The <b>actual</b> rate of predatory lenders decreased to 32% (<i>8 payday lenders/25 total lenders = 32%</i>)</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates: <ol style="list-style-type: none"> <li>1. State regulating body for banks, consumer credit and payday lenders</li> </ol> </li> <li>• To create a baseline rate for predatory lenders, divide the number of predatory lenders by the total number of lenders in the community.</li> <li>• Predatory lending data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• CSBG Eligible Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 3f: Percent decrease of environmental threats to households (toxic soil, radon, lead, air quality, quality of drinking water, etc.) in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> rate.	Enter the <b>target</b> rate.	This field will be auto-calculated.	Enter the <b>actual</b> rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>During a Community Needs Assessment, local residents voiced concerns over poor air quality (including numerous complaints of respiratory issues). Upon further research, the CAA discovered that the combination of multiple manufacturing and technology plants, combined with an active airport, had resulted in increasing level of unsafe particulate matter in the air (PM<sub>2.5</sub>)— across the city, particularly in neighborhoods where people with low incomes live. The CAA, together with multiple partners in the community, began an initiative to improve outdoor air quality using a combination of policy change, conditional tax credits, woodstove replacement program, and community education.</p> <ul style="list-style-type: none"> <li>• The <b>baseline</b> rate was 10% (percentage of monitored days during which the measured PM<sub>2.5</sub> concentration exceeded National Ambient Air Quality Standards).</li> <li>• The <b>target</b> was to decrease the rate to 5%</li> <li>• The <b>actual</b> rate decreased to 8.5%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• Environmental threats to household may include toxic soil, radon, lead, air quality, and unsafe drinking water.</li> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:             <ol style="list-style-type: none"> <li>1. <a href="#">Weatherization Plus Health</a></li> <li>2. State/Federal Environmental Protection Agency</li> <li>3. State Department of Environmental Quality</li> <li>4. <a href="#">CDC Environmental Health</a></li> </ol> </li> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• CSBG Eligible Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 3g: Percent increase of transportation services in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> rate.	Enter the <b>target</b> rate.	This field will be auto-calculated.	Enter the <b>actual</b> rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A Community Needs Assessment revealed that the community had trouble accessing public transit. The CAA found that only 34% of households in their county had access to transit services within a half mile of their home. Working with the city, local transit companies, and business leaders—the community set a goal to increase access to transportation services for more of the population (including households of people with low incomes).</p> <ul style="list-style-type: none"> <li>• The <b>baseline</b> rate of households with access to transit services within a half mile of their home was 34% at the start of the initiative.</li> <li>• The initiative set a <b>target</b> of 50% of households with access to transit services within a half mile of their home.</li> <li>• The <b>actual</b> rate of households with access to transit services within a half mile of their home increased to 42%.</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:             <ol style="list-style-type: none"> <li>1. <a href="#">All Transit</a></li> <li>2. <a href="#">Sustainable Communities Initiative (HUD, DOT, EPA Partnership)</a></li> <li>3. <a href="#">Federal Department of Transportation</a></li> <li>4. State Department of Transportation</li> <li>5. Local Public Transit Companies</li> </ol> </li> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• CSBG Eligible Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 3z: Other Rates of Change for Infrastructure and Asset Building Indicators. (Please specify.)</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the selected <b>baseline</b> rate as a percentage here.	Enter the selected <b>target</b> rate as a percentage here.	This field will be auto-calculated.	Enter the selected <b>actual rate</b> at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Definition, Notes</b>	CSBG Eligible Entities should use CNPI 3z to report on infrastructure and asset related initiatives where the outcome is different than any of the above indicators, and the selected outcome is a “rate of change”.						

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## CNPI 4: Housing Indicators

CNPI 4: Housing		
Counts of Change	<a href="#">CNPI 4a</a>	Number of safe and affordable housing units developed in the identified community (e.g. built or set aside units for people with low incomes).
	<a href="#">CNPI 4b</a>	Number of safe and affordable housing units maintained and/or improved through WAP or other rehabilitation efforts in the identified community.
	<a href="#">CNPI 4c</a>	Number of shelter beds created in the identified community.
	<a href="#">CNPI 4d</a>	Number of shelter beds maintained in the identified community.
	<a href="#">CNPI 4z</a>	Other Counts of Change Housing Indicators
Rates of Change	<a href="#">CNPI 4e</a>	Percent decrease in the rate of homelessness in the identified community
	<a href="#">CNPI 4f</a>	Percent decrease in the foreclosure rate in the identified community.
	<a href="#">CNPI 4g</a>	Percent increase in the rate of home ownership of people with low incomes in the identified community.
	<a href="#">CNPI 4h</a>	Percent increase of affordable housing in the identified community.
	<a href="#">CNPI 4i</a>	Percent increase of shelter beds in the identified community.
	<a href="#">CNPI 4z</a>	Other Rates of Change Housing Indicators

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## Housing Indicator Instructions (*Counts of Change*)

Examples, Definitions, and Notes

<b>CNPI 4a:</b> Number of safe and affordable housing units developed in the identified community. (e.g. built or set aside units for people with low incomes).	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
	This field will be auto-populated with information from Section I.	Enter the number of safe and affordable housing units that the initiative <b>targeted for development</b> in the identified community for the reporting period.	Enter the number of safe and affordable housing units that the initiative <b>actually developed</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	Through a CAA partnership with the local housing authority and several financial institutions, the CAA built a senior living center where aging individuals with low incomes can live. <ul style="list-style-type: none"> <li>The <b>target</b> of the initiative was to create 30 new safe and affordable housing units within the community during the reporting period.</li> <li>The initiative <b>actually</b> developed 40 new safe and affordable housing units within the community.</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>This indicator includes those new housing units within the community that are built or set aside for people with low-incomes.</li> <li><b>Safe and affordable housing</b> is to be defined by the CSBG Eligible Entity. Criteria for what constitutes “safe” and “affordable” should take into consideration community characteristics and definitions/criteria used by local, state, and federal partners.</li> <li>Report only new units that were developed within the community as a direct result of the initiative.</li> <li>Do not report individual access to housing among program participants (<i>this will be reported in Module 4</i>).</li> </ul>			

<b>CNPI 4b:</b> Number of safe and affordable housing units maintained and/or improved through WAP or other rehabilitation efforts in the identified community.	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>Example</b>	This field will be auto-populated with information from Section I.	Enter the <b>targeted</b> number of safe and affordable housing units to be maintained and/or improved through WAP or other rehabilitation efforts in the identified community for the reporting period.	Enter the <b>actual</b> number of safe and affordable housing units to be maintained and/or improved through WAP or other rehabilitation efforts in the identified community during the reporting period.	This field will be auto-calculated.
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li><b>Safe and affordable housing</b> is to be defined by the CAA. Criteria for what constitutes “safe” and “affordable” should take into consideration community characteristics and definitions/criteria used by local, state, and federal partners.</li> <li>Report only those units that were maintained or improved as a direct result of the initiative.</li> </ul>			

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	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 4c: Number of shelter beds created in the identified community.</b>	This field will be auto-populated with information from Section I.	Enter the number of shelter beds that the initiative <b>targeted for creation</b> in the identified community for the reporting period.	Enter the number of shelter beds that the initiative <b>actually created</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>In the Community Needs Assessment, the CAA discovered that there weren't enough available shelter beds in the community. The CAA worked with their city, the school district and other nonprofit organizations to expand the existing family shelter. The planned expansion project's goal was to add 40 new shelter beds.</p> <ul style="list-style-type: none"> <li>The <b>target</b> of the initiative was to create 40 new shelter beds (Column II).</li> <li>The initiative <b>actually</b> added 50 new shelter beds (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>Report only those new shelter beds that are added to a community as a direct result of the initiative.</li> </ul>			

	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 4d: Number of shelter beds maintained in the identified community.</b>	This field will be auto-populated with information from Section I.	Enter the number of shelter beds that the initiative <b>targeted</b> to maintain in the identified community for the reporting period.	Enter the number of shelter beds that the initiative <b>actually maintained</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>Last year, the CAA, with help from their community, added 50 new shelter beds to their community as part of an expansion project. This year, worked to maintain the 50 shelter beds in the community by providing the staff and resources necessary to support the expansion.</p> <ul style="list-style-type: none"> <li>The initiative <b>target</b> was to maintain the 50 new shelter beds created in the previous year (Column II).</li> <li>The initiative <b>actually</b> maintained the 50 shelter beds (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>Report only those shelter beds that are maintained as a direct result of the initiative.</li> </ul>			

	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 4z: Other Counts of Change for Housing Indicators. (Please specify.)</b>	This field will be auto-populated with information from Section I.	Enter the numeric outcome the initiative <b>targeted</b> in the identified community for the reporting period.	Enter the numeric outcome the initiative <b>actually achieved</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Definition, Notes</b>	<p>CSBG Eligible Entities should use CNPI 4z to report on housing related initiatives where the outcome is different than any of the above indicators, and the selected outcome is a "count of change".</p>			

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## Housing Indicator Instructions (*Rates of Change*)

	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
<b>CNPI 4e: Percent decrease in the rate of homelessness in the identified community.</b>	This will be auto-populated from Section I.	Enter the <b>baseline</b> rate of homelessness.	Enter the <b>target</b> rate of homelessness.	This field will be auto-calculated.	Enter the <b>actual</b> rate of homelessness at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A Community Needs Assessment identified a steady increase in the homeless population. A CAA worked with the city, county, other nonprofits, and businesses to develop a Ten-Year Plan to End Homelessness. The Ten-Year Plan to End Homelessness Committee’s goal was to cut the homelessness rate percentage in half.</p> <ul style="list-style-type: none"> <li>• The <b>baseline</b> rate of homelessness within the community was 1.1% at the beginning of the initiative.</li> <li>• The initiative set a <b>target</b> of bringing the rate of homelessness down to .5%</li> <li>• The <b>actual</b> rate of homelessness at the end of the current reporting period was decreased to .8%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• One way to create a baseline rate of homelessness is to obtain the number of bed nights from all the shelter providers in the community during the Point in Time count, add this to the number of unsheltered people from the Point in Time count, and then divide by the total number of people in the community <math>[(\text{bed nights} + \text{unsheltered people}) / \text{number of people in the community}]</math>.</li> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates: <ol style="list-style-type: none"> <li>1. State housing department</li> <li>2. Local housing authority</li> <li>3. Continuum of Care</li> <li>4. Local shelters</li> <li>5. <a href="#">Community Commons</a></li> </ol> </li> <li>• Homelessness data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• CSBG Eligible Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 4f: Percent decrease in the foreclosure rate in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> foreclosure rate.	Enter the <b>target</b> foreclosure rate.	This field will be auto-calculated.	Enter the <b>actual</b> foreclosure rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>Through their needs assessment, a CAA learned that home owners in the community were losing their homes to foreclosure. The CAA worked with their local housing authority, lenders, and local employers to secure funding for a program that provides education and outreach to struggling home owners. This included a multi-pronged approach that covered review of financing options, increased awareness of borrower’s rights, and provided advocacy with financial institutions.</p> <ul style="list-style-type: none"> <li>• The <b>baseline</b> foreclosure rate within the community was 6.2% at the beginning of the initiative.</li> <li>• The initiative <b>targeted</b> to bring the foreclosure rate down to 5%</li> <li>• The <b>actual</b> foreclosure rate decreased to 5.1%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>1. State Housing Department</li> <li>2. <a href="#">Community Commons</a></li> <li>3. <a href="#">Realty Trac</a></li> </ol> </li> <li>• Foreclosure data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• CSBG Eligible Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 4g: Percent increase in the rate of home ownership of people with low incomes in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> home ownership rate.	Enter the <b>target</b> home ownership rate.	This field will be auto-calculated.	Enter the <b>actual</b> home ownership rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>Through their community needs assessment, a CAA learned that the home ownership rate among individuals with low incomes was declining. They also learned that these individuals had limited access to home loans. The CAA worked with others in the community to launch a home-ownership initiative that created new lending packages that made it easier for individuals with low incomes to qualify for a home loan.</p> <ul style="list-style-type: none"> <li>The <b>baseline</b> home ownership rate within the community was 69.2% at the beginning of the initiative.</li> <li>The initiative <b>targeted</b> to increase the home ownership rate to 73%</li> <li>The <b>actual</b> home ownership rate increased to 72.1%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li><a href="#">U.S. Census Bureau</a></li> <li>Local Housing Authority</li> <li><a href="#">Community Commons</a></li> </ol> </li> <li>Home-ownership data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 4h: Percent increase of affordable housing in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> affordable housing rate.	Enter the <b>target</b> affordable housing rate.	This field will be auto-calculated.	Enter the <b>actual</b> affordable housing rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>Through the CAA’s Community Needs Assessment, they learned that only 20% of the housing in their community was considered affordable. The CAA, together with local leaders, began an initiative to double the rate of affordable housing through tax incentives and competitive financing packages.</p> <ul style="list-style-type: none"> <li>• The <b>baseline</b> rate of affordable housing within the community was 20% at the beginning of the initiative.</li> <li>• The initiative <b>targeted</b> to bring the rate of affordable housing available within the community up to 40%.</li> <li>• The <b>actual</b> rate of affordable housing within the community increased to 23%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• <b>Affordable housing</b> is to be defined by the CAA. Criteria for what constitutes “affordable” should take into consideration community characteristics and definitions/criteria used by partners.</li> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:             <ol style="list-style-type: none"> <li>1. Local Housing Authority</li> <li>2. State Housing Agency</li> <li>3. <a href="#">Community Commons</a></li> </ol> </li> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 4i: Percent increase of shelter beds in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
<b>Example</b>	This will be auto-populated from Section I.	Enter the <b>baseline</b> rate.	Enter the <b>target</b> rate.	This field will be auto-calculated.	Enter the <b>actual</b> rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Definition, Notes</b>	<p>Social service providers and faith-based organizations voiced growing concern that rate of shelter beds in the community was sorely inadequate. This was confirmed during the annual Point in Time Count. The CAA worked with local faith-based organizations to create an interfaith emergency shelter initiative that involved opening up large church spaces for shelter in the evenings and on weekends.</p> <ul style="list-style-type: none"> <li>At the beginning of the initiative, the <b>baseline</b> rate of shelter beds was 33% (<i>400 beds available/1200 homeless individuals=.33</i>)</li> <li>The initiative <b>target</b> was to increase this percentage to 45%</li> <li>The <b>actual</b> rate shelter beds available increased to 50% (<i>600 beds available/1200 homeless individuals=.5</i>).</li> </ul> <p>The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:</p> <ol style="list-style-type: none"> <li>State Housing Department</li> <li>Local Housing Authority</li> <li>Continuum of Care</li> <li>Local Shelters</li> <li><a href="#">Community Commons</a></li> </ol> <ul style="list-style-type: none"> <li>Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

<b>CNPI 4z: Other Rates of Change for Housing Indicators (Please specify.)</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
<b>Definition, Notes</b>	This will be auto-populated from Section I.	Enter the selected <b>baseline</b> rate as a percentage here.	Enter the selected <b>target</b> rate as a percentage here.	This field will be auto-calculated.	Enter the selected <b>actual rate</b> at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Definition, Notes</b>	Entities should use CNPI 4z to report on housing related initiatives where the outcome is different than any of the above indicators, and the selected outcome is a “rate of change”.						

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## CNPI 5: Health and Social/Behavioral Indicators

<b>CNPI 5: Health and Social/Behavioral Indicators</b>		
<b>Counts of Change</b>	<a href="#">CNPI 5a</a>	Number of accessible and affordable physical health assets or resources created in the identified community.
	<a href="#">CNPI 5b</a>	Number of accessible and affordable behavioral and mental health assets or resources created in the identified community.
	<a href="#">CNPI 5c</a>	Number of public safety assets and resources created in the identified community.
	<a href="#">CNPI 5d</a>	Number of accessible and affordable healthy food resources created in the identified community.
	<a href="#">CNPI 5e</a>	Number of activities designed to improve police and community relations within the identified community.
	<a href="#">CNPI 5z</a>	Other Counts of Change Health and Social/Behavioral Indicators
<b>Rates of Change</b>	<a href="#">CNPI 5f</a>	Percent decrease in infant mortality rate in the identified community.
	<a href="#">CNPI 5g</a>	Percent decrease in childhood obesity rate in the identified community.
	<a href="#">CNPI 5h</a>	Percent decrease in adult obesity rate in the identified community.
	<a href="#">CNPI 5i</a>	Percent increase in child immunization rate in the identified community.
	<a href="#">CNPI 5j</a>	Percent decrease in uninsured families in the identified community
<b><i>Behavioral and Mental Health, Emotional Wellbeing, and Development Indicators</i></b>		
<b>Rates of Change</b>	<a href="#">CNPI 5k</a>	Percent decrease in the teen pregnancy rate in the identified community.
	<a href="#">CNPI 5l</a>	Percent decrease in unplanned pregnancies in the identified community.
	<a href="#">CNPI 5m</a>	Percent decrease in substance abuse rate in the identified community (e.g. cigarettes, prescription drugs, narcotics, alcohol).
	<a href="#">CNPI 5n</a>	Percent decrease in domestic violence rate in the identified community.
	<a href="#">CNPI 5o</a>	Percent decrease in the child abuse rate in the identified community.
	<a href="#">CNPI 5p</a>	Percent decrease in the child neglect rate in the identified community.
	<a href="#">CNPI 5q</a>	Percent decrease in the elder abuse rate in the identified community.
	<a href="#">CNPI 5r</a>	Percent decrease in the elder neglect rate in the identified community.

Public Safety Indicators		
Rates of Change	<a href="#">CNPI 5s</a>	Percent decrease in recidivism rate in the identified community.
	<a href="#">CNPI 5t</a>	Percent decrease in non-violent crime rate in the identified community.
	<a href="#">CNPI 5u</a>	Percent decrease in violent crime rate in the identified community.
	<a href="#">CNPI 5v</a>	Percent decrease in teens involved with the juvenile court system in the identified community.
	<a href="#">CNPI 5z</a>	Other Rates of Change Health and Social/Behavioral Indicators

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## Health and Social/Behavioral Indicator Instructions (*Counts of Change*)

*Examples, Definitions, and Notes*

	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 5a: Number of accessible and affordable physical health assets or resources created in the identified community.</b>	This field will be auto-populated with information from Section I.	Enter the number of accessible and affordable physical health assets/resources that the initiative <b>targeted for creation</b> in the identified community for the reporting period.	Enter the number of accessible and affordable physical health assets/resources that the initiative <b>actually created</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A community identified that there was no fitness center. A CAA, in collaboration with other local partners, identified a school that was no longer being used, and remodeled the school to create an accessible community fitness center.</p> <ul style="list-style-type: none"> <li>The <b>target</b> of the initiative was to create one new physical health asset within the community (Column II).</li> <li>The initiative <b>actually</b> created one new physical health asset within the community (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>A <b>physical health asset</b> may include a community health clinic, a dental van, or physical fitness facility.</li> <li>Report only those physical health assets or resources that were created as a direct result of the initiative.</li> </ul>			

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<b>CNPI 5b: Number of accessible and affordable behavioral and mental health assets or resources created in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Target</b> (#)	<b>III.) Actual Results</b> (#)	<b>IV.) Performance target accuracy</b> (% auto calculated)
	This field will be auto-populated with information from Section I.	Enter the number of affordable behavioral and mental health assets or resources that the initiative <b>targeted for creation</b> in the identified community for the reporting period.	Enter the number of affordable behavioral and mental health assets or resources that the initiative <b>actually created</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A community learned that the police officers who act as first responders to mental health crises were not trained to address these issues. They further identified the need for first responders who were trained to handle mental health crises. The community developed a Community Crisis Team made up of volunteer social workers who could be called on to work alongside or instead of the police during a mental health crisis in the community. The initiative targeted an addition of 10 volunteer social workers to the Community Crisis Team.</p> <ul style="list-style-type: none"> <li>The initiative <b>targeted</b> was to recruit 10 social workers to be part of a Community Crisis Team (Column II).</li> <li>The initiative <b>actually</b> added 15 social workers to the Community Crisis Team (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>An <b>accessible and affordable behavioral and mental health asset</b> may include clinics, physicians, practitioners, or other resources that provide the community with mental/behavioral health services.</li> <li>Report only those physical health assets or resources that were created as a direct result of the initiative.</li> <li>Do not count individuals or families who have accessed behavioral/mental health services (<i>these will be reported in Module 4</i>)</li> </ul>			

<b>CNPI 5c: Number of public safety assets or resources created in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Target</b> (#)	<b>III.) Actual Results</b> (#)	<b>IV.) Performance target accuracy</b> (% auto calculated)
	This field will be auto-populated with information from Section I.	Enter the number of public safety assets or resources that the initiative <b>targeted for creation</b> in the identified community for the reporting period.	Enter the number of public safety assets or resources that the initiative <b>actually created</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A community learned that there was an increase in driving fatalities caused by texting and driving. The community implemented a community-wide campaign, "Do Not Text and Drive," to reduce the number of fatalities. This included targeted outreach, education, and enforcement.</p> <ul style="list-style-type: none"> <li>The initiative <b>targeted</b> the creation of one education/outreach campaign within the community (Column II).</li> <li>The initiative <b>actually</b> created one education/outreach campaign within the community (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>A <b>public safety asset</b> includes anything that protects the general welfare of all community residents.</li> <li>Report only those public safety assets or resources that were created as a direct result of the initiative.</li> </ul>			

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	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 5d: Number of accessible and affordable healthy food resources created in the identified community.</b>	This field will be auto-populated with information from Section I.	Enter the number of accessible and affordable healthy food resources that the initiative <b>targeted for creation</b> in the identified community for the reporting period.	Enter the number accessible and affordable healthy food resources that the initiative <b>actually created</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A CAA learned that there was no grocery store within five miles of an identified community. Local residents also reported that none of the nearby corner stores and filling stations offered fresh or healthy food options. The CAA, together with local retailers and farmers, launched a Healthy Corner Store initiative to make healthy food available and accessible to the community. The initiative set a goal of bringing healthy food to three corner stores.</p> <ul style="list-style-type: none"> <li>The initiative <b>targeted</b> the addition of three new affordable, healthy food resources within the community (Column II).</li> <li>The initiative <b>actually</b> created five new affordable, healthy food resources within the community (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>An accessible and affordable healthy food resource includes any resource that makes healthy food more accessible and/or affordable within a community.</li> <li>Report only those affordable healthy food resources that were created as a direct result of the initiative.</li> </ul>			

	I.) Identified Community (auto-populated)	II.) Target (#)	III.) Actual Results (#)	IV.) Performance target accuracy (% auto calculated)
<b>CNPI 5e: Number of activities designed to improve police and community relations within the identified community.</b>	This field will be auto-populated with information from Section I.	Enter the number of activities designed to improve police and community relations that the initiative <b>targeted for creation</b> in the identified community for the reporting period.	Enter the number of activities designed to improve police and community relations that the initiative <b>actually created</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Example</b>	<p>A community learned that the approval rating of their police department was at an all-time low, with large pockets of the community distrusting police officers. The CAA, in collaboration with multiple community partners, launched a campaign to promote positive policing. The campaign included information to the public on how the police help the community, allowed for positive interactions with police through one-on-one mediation, and provided forums for the public to share their thoughts and concerns.</p> <ul style="list-style-type: none"> <li>The initiative <b>targeted</b> the addition of one new positive policing campaign within the community (Column II).</li> <li>The initiative <b>actually</b> created one new positive policing campaign within the community (Column III).</li> </ul>			
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>An <b>activity designed to improve police and community relations</b> includes campaigns, forums, outreach, or any other activity that improves relationships between police and community members.</li> <li>Report only those activity designed to improve police and community relations that were created as a direct result of the initiative.</li> </ul>			

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<b>CNPI 5z: Other Counts of Change for Health and Social/Behavioral Indicators. (Please specify)</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Target</b> (#)	<b>III.) Actual Results</b> (#)	<b>IV.) Performance target accuracy</b> (% auto calculated)
	This field will be auto-populated with information from Section I.	Enter the numeric outcome the initiative <b>targeted</b> in the identified community for the reporting period.	Enter the numeric outcome the initiative <b>actually achieved</b> in the identified community during the reporting period.	This field will be auto-calculated.
<b>Definition, Notes</b>	Entities should use CNPI 5z to report on Health and Social/Behavioral related initiatives where the outcome is different than any of the above indicators, and the selected outcome is a “count of change”.			

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## Health and Social/Behavioral Indicator Instructions (*Rates of Change*)

*Examples, Definitions, and Notes*

<b>CNPI 5f: Percent decrease in infant mortality rate in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> infant mortality rate.	Enter the <b>target</b> infant mortality rate.	This field will be auto-calculated.	Enter the <b>actual</b> infant mortality rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A community faced an increasing infant mortality rate. Upon further research, they learned that the most frequent cause of death among infants in their community was Sudden Infant Death Syndrome (SIDS). To address this issue, the community launched a “baby box” program where all new mothers were sent home with a free box for their baby to sleep in, and educational materials on SIDS.</p> <ul style="list-style-type: none"> <li>At the beginning of the initiative, the <b>baseline</b> infant mortality rate was 2.7%</li> <li>The initiative’s <b>target</b> was to bring the infant mortality rate down to .5%</li> <li>The <b>actual</b> infant mortality rate decreased to 2.3%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>State Health Department</li> <li>U.S. Census Bureau</li> <li><a href="#">Community Commons</a></li> </ol> </li> <li>Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 5g: Percent decrease in childhood obesity rate in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> child obesity rate.	Enter the <b>target</b> child obesity rate.	This field will be auto-calculated.	Enter the <b>actual</b> child obesity rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A community identified that over 50% of their youth (under 18) were obese. To combat childhood obesity, the community worked in partnership with their local university to launch a Let’s Move campaign to reduce the obesity rate over the next five years.</p> <ul style="list-style-type: none"> <li>• At the beginning of the initiative, the <b>baseline</b> child obesity rate was 51%</li> <li>• The initiative’s <b>target</b> was to bring the child obesity rate down to 20%</li> <li>• At the end of the current reporting period, the <b>actual</b> child obesity rate decreased to 45%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>1. State Health Department</li> <li>2. <a href="#">U.S Census Bureau</a></li> <li>3. <a href="#">Center for Disease Control</a></li> </ol> </li> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 5h: Percent decrease in adult obesity rate in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> adult obesity rate.	Enter the <b>target</b> adult obesity rate.	This field will be auto-calculated.	Enter the <b>actual</b> adult obesity rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A community identified that the percentage of obese adults far exceeded the state and national average. To decrease the obesity rate in adults, the community implemented a Healthy Eating Active Living (HEAL) campaign. The campaign's goal was to reduce the adult obesity rate over the next five years.</p> <ul style="list-style-type: none"> <li>• At the beginning of the initiative, the <b>baseline</b> adult obesity rate was 34%</li> <li>• The initiative <b>target</b> was to bring the adult obesity rate down to 20%</li> <li>• At the end of the current reporting period, the <b>actual</b> adult obesity rate decreased to 29%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates: <ol style="list-style-type: none"> <li>1. State Health Department</li> <li>2. U.S. Census Bureau</li> <li>3. Center for Disease Control</li> <li>4. <a href="#">Community Commons</a></li> </ol> </li> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• Entities should record the data source used to report Columns II and V in the "General Comments Section."</li> </ul>						

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<b>CNPI 5i: Percent increase in child immunization rate in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> child immunization rate.	Enter the <b>target</b> child immunization rate.	This field will be auto-calculated.	Enter the <b>actual</b> child immunization rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A community identified that their childhood immunization rate was low compared to the state average. To increase immunizations among young children, the community launched a public awareness campaign that provided information to the public on the importance of immunizations, and conducted outreach to targeted populations where child immunization rates were disproportionately low (e.g., uninsured households).</p> <ul style="list-style-type: none"> <li>• At the beginning of the initiative, the <b>baseline</b> childhood immunization rate was 73%</li> <li>• The initiative <b>target</b> was to bring the childhood immunization rate up to 85%</li> <li>• The <b>actual</b> childhood immunization rate increased to 75%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>1. State Health Department</li> <li>2. Center for Disease Control</li> </ol> </li> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 5j: Percent decrease in uninsured families in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> rate of uninsured families.	Enter the <b>target</b> rate of uninsured families.	This field will be auto-calculated.	Enter the <b>actual</b> rate of uninsured families at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A Community Needs Assessment revealed a disproportionately large number of uninsured families in a particular community. The CAA joined forces with other local organizations (including health providers) to launch an education and advocacy initiative addressing the expansion of Medicaid. Through this initiative, the community sought to decrease the number of uninsured families over the next three years.</p> <ul style="list-style-type: none"> <li>At the beginning of the initiative, the <b>baseline</b> rate of uninsured families was 22%</li> <li>The initiative’s <b>target</b> was to bring rate of uninsured families down to 10%</li> <li>At the end of the current reporting period, the <b>actual</b> rate of uninsured families decreased to 15%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>For the purpose of this indicator, “families” includes households with or without children.</li> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>State Health Department</li> <li>Kaiser Family Foundation</li> <li>Center for Disease Control</li> <li><a href="#">Community Commons</a></li> </ol> </li> <li>Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 5k: Percent decrease in the teen pregnancy rate in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> teen pregnancy rate.	Enter the <b>target</b> teen pregnancy rate.	This field will be auto-calculated.	Enter the <b>actual</b> teen pregnancy rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A community faced a high teen pregnancy rate. Efforts in similar communities revealed that providing free education and contraception services, particularly targeted to those populations with disproportionately high teen pregnancy rates, was an effective approach. Therefore, the CAA, in partnership with the local health department and school districts, implemented an education and contraceptive initiative with the goal of reducing the teen pregnancy rate by half.</p> <ul style="list-style-type: none"> <li>• At the beginning of the initiative, the <b>baseline teen pregnancy</b> rate was 7%</li> <li>• The initiative <b>target</b> was to bring the teen pregnancy rate down to 3.5%</li> <li>• The <b>actual</b> teen pregnancy rate decreased to 4.5%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>1. State Health Department</li> <li>2. Center for Disease Control</li> <li>3. <a href="#">Community Commons</a></li> </ol> </li> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 5I: Percent decrease in unplanned pregnancies in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> unplanned pregnancy rate.	Enter the <b>target</b> unplanned pregnancy rate.	This field will be auto-calculated.	Enter the <b>actual</b> unplanned pregnancy rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A community learned that two-thirds of the pregnancies that occurred in their county were unplanned. The county, in partnership with the CAA and other nonprofit organizations, began to offer education, outreach, and contraceptive services to reduce the rate of unplanned pregnancies.</p> <ul style="list-style-type: none"> <li>• At the beginning of the initiative, the <b>baseline</b> unplanned pregnancy rate was 7%</li> <li>• The initiative <b>target</b> was to bring the unplanned pregnancy rate down to 3.5%</li> <li>• The <b>actual</b> unplanned pregnancy rate decreased to 5.5%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>1. Center for Disease Control</li> <li>2. State Department of Health</li> </ol> </li> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 5m: Percent decrease in substance abuse rate in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> substance abuse rate.	Enter the <b>target</b> substance abuse rate.	This field will be auto-calculated.	Enter the <b>actual</b> substance abuse rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A community learned that the percentage of adults who abused opioids in their community was above the state and national average. The community launched a campaign to provide education in an effort to reduce the percentage of adults who abused opioids from 19% to 10% within 10 years.</p> <ul style="list-style-type: none"> <li>At the beginning of the initiative, the <b>baseline</b> rate of adults within the community who abused opioids was 19%</li> <li>The initiative <b>target</b> was to bring the rate of adults within the community who abused opioids down to 10%</li> <li>At the end of the current reporting period, the <b>actual</b> rate of adults within the community who abused opioids decreased to 17%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>Substance abuse includes abuse of cigarettes, prescription drugs, narcotics, or alcohol.</li> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>Center for Disease Control</li> <li>State Department of Health</li> <li>Substance Abuse and Mental Health Services Administration</li> <li><a href="#">Community Commons</a></li> </ol> </li> <li>Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 5n: Percent decrease in domestic violence rate in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> domestic violence rate.	Enter the <b>target</b> domestic violence rate.	This field will be auto-calculated.	Enter the <b>actual</b> domestic violence rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>Local law enforcement leaders expressed concern over increasing incidents of domestic violence in their community. Upon further research, the CAA learned that the rate of adults ages 18-64 experiencing domestic violence within the last 12 months had steadily increased over the last five years. The CAA, in partnership with law enforcement officials, health clinics, and local employers launched an initiative to increase public awareness, educate practitioners, and increase the availability of “safe spaces” for domestic violence victims. Their goal was to decrease the domestic violence rate from 18% to 8% over the next 10 years.</p> <ul style="list-style-type: none"> <li>• At the beginning of the initiative, the <b>baseline</b> rate of adults age 18-64 experiencing domestic violence within the last 12 months was 18%</li> <li>• The initiative <b>target</b> was to reduce this rate to 8%</li> <li>• At the end of the current reporting period, the <b>actual</b> rate of adults ages 18-64 experiencing domestic violence within the last 12 months decreased to 15%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates: <ol style="list-style-type: none"> <li>1. U.S. Census Bureau</li> <li>2. State Department of Health</li> <li>3. Local domestic violence shelter</li> <li>4. Local Police Departments</li> </ol> </li> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 5o: Percent decrease in the child abuse rate in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> child abuse rate.	Enter the <b>target</b> child abuse rate.	This field will be auto-calculated.	Enter the <b>actual</b> child abuse rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>A community identified the need to address child abuse. The community implemented a <a href="#">Safe Kids, Safe Street Initiative</a> to provide a continuum of services available to prevent and address child abuse in their community. Their goal was to reduce the rate of children experiencing abuse within the last 12 months by half--from 4% to 2% over the next five years.</p> <ul style="list-style-type: none"> <li>At the beginning of the initiative, the <b>baseline</b> rate of children ages 0-18 experiencing abuse within the last 12 months was 4%</li> <li>The initiative <b>target</b> was to reduce this rate to 2% over the next five years.</li> <li>At the end of the current reporting period, the <b>actual</b> rate of children ages 0-18 experiencing abuse within the last 12 months decreased to 3.2%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li><b>Child abuse<sup>1</sup></b> is any recent act or failure to act on the part of a parent or caretaker, which results in death, serious physical or emotional harm, sexual abuse or exploitation; or an act or failure to act which presents an imminent risk of serious harm.</li> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:             <ol style="list-style-type: none"> <li><a href="#">Center for Disease Control</a></li> <li>State Department of Health/Human Services</li> <li><a href="#">Kids Count</a></li> </ol> </li> <li>Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>Entities should record the data source used to report Columns II and V in the "General Comments Section."</li> </ul>						

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<sup>1</sup> <https://www.childwelfare.gov/pubPDFs/define.pdf>

<b>CNPI 5p: Percent decrease in the child neglect rate in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
This will be auto-populated from Section I.	Enter the <b>baseline</b> child neglect rate.	Enter the <b>target child neglect</b> rate.	This field will be auto-calculated.	Enter the <b>actual</b> child neglect rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>After learning about increased incidents of child neglect, the CAA worked with the local justice department, health department and victims’ assistance office to bolster education and outreach to 1) practitioners who work with children and 2) grade school classrooms. The initiative sought to raise awareness by teaching both adults and children to recognize signs and “speak up” when they believe a child or friend is a victim of neglect.</p> <ul style="list-style-type: none"> <li>• At the beginning of the initiative, the <b>baseline</b> rate of children ages 0-18 experiencing neglect within the last 12 months was 7%</li> <li>• The initiative <b>target</b> was to reduce this rate to 3% over the next five years.</li> <li>• At the end of the current reporting period, the <b>actual</b> rate of children ages 0-18 experiencing neglect within the last 12 months decreased to 6.1%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• <b>Child neglect</b>, a form of <b>child</b> abuse, is a deficit in meeting a <b>child's</b> basic needs, this includes the failure to provide a child with adequate health care, supervision, clothing, nutrition, or housing, as well as the failure to meet the child’s physical, emotional, social, educational and safety needs.</li> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>1. <a href="#">Center for Disease Control</a></li> <li>2. State Department of Health/Human Services</li> <li>3. Local Police Departments</li> <li>4. <a href="#">Kids Count</a></li> </ol> </li> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 5q: Percent decrease in the elder abuse rate in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> elder abuse rate.	Enter the <b>target</b> elder abuse rate.	This field will be auto-calculated.	Enter the <b>actual</b> elder abuse rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>After learning about increased incidents of elder abuse in their community, the CAA worked with various partners to raise awareness of elder abuse. This included education for adult children of elderly parents, senior centers, and churches regarding the signs of elder abuse and how to handle suspected cases. The CAA and its partners also conducted outreach to the elder community, which resulted in seniors forming their own network of volunteers who speak to various groups about elder abuse, and who staff an elder abuse hotline (designed for seniors who may be more comfortable talking to their peers about concerns or available resources). The partners in this initiative sought to reduce the rate of elders experiencing abuse by half.</p> <ul style="list-style-type: none"> <li>• At the beginning of the initiative, the <b>baseline</b> rate of elders experiencing abuse within the last 12 months was 5%</li> <li>• The initiative <b>target</b> was to reduce this rate to 2.5% over the next five years.</li> <li>• At the end of the current reporting period, the <b>actual</b> rate of elders experiencing abuse within the last 12 months decreased to 4.3%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• <b>Elder abuse</b> is a single or repeated act, or lack of appropriate action, occurring within any relationship where there is an expectation of trust, that causes harm or distress to an older person.</li> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:             <ol style="list-style-type: none"> <li>1. <a href="#">National Center on Elder Abuse</a></li> <li>2. <a href="#">Center for Disease Control</a></li> <li>3. State Department of Health/Human Services</li> <li>4. Local Police Departments</li> </ol> </li> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 5r: Percent decrease in the elder neglect rate in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> elder neglect rate.	Enter the <b>target</b> elder neglect rate.	This field will be auto-calculated.	Enter the <b>actual</b> elder neglect rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>While conducting home energy audits, CAA Weatherization staff noticed that several of the elderly clients they visited were not only cold, but faced other conditions that were unsafe or unhealthy. In some cases, seniors would disclose to CAA staff that their caregivers had not refilled their prescriptions, or had taken money intended to purchase groceries or pay bills. Because the community was largely rural, many seniors faced social isolation, making it difficult for others to intervene on their behalf. The CAA worked with local senior centers and churches to create a plan to combat social isolation by enrolling more households in the Meals on Wheels program, and setting up a “Senior Volunteer Corp,” where volunteers trained to identify signs of potential elder neglect visited homebound or socially isolated seniors.</p> <ul style="list-style-type: none"> <li>• At the beginning of the initiative, the <b>baseline</b> rate of elders experiencing neglect within the last 12 months was 7%</li> <li>• The initiative <b>target</b> was to reduce this rate to 3.5% over the next five years.</li> <li>• At the end of the current reporting period, the <b>actual</b> rate of elders experiencing neglect within the last 12 months decreased to 6%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• <b>Elder neglect</b> occurs when a caregiver fails to meet the basic needs of an elderly person. This includes withholding nourishment, medications, or hygiene, or any act of negligence that potentially exposes the elderly person to serious harm or death.</li> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates: <ol style="list-style-type: none"> <li>1. <a href="#">National Center on Elder Abuse</a></li> <li>2. <a href="#">Center for Disease Control</a></li> <li>3. State Department of Health/Human Services</li> <li>4. Local Police Departments</li> </ol> </li> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 5s: Percent decrease in the recidivism rate in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> recidivism rate.	Enter the <b>target</b> recidivism rate.	This field will be auto-calculated.	Enter the <b>actual</b> recidivism rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>The CAA participated in a coordinated re-entry initiative designed to assure that ex-offenders had the resources necessary to meet their basic needs, as well as the wrap-around support necessary to help ex-offenders succeed after being released from custody. The initiative also provided education and advocacy to local and state leaders regarding re-entry. For example, the re-entry initiative positively impacted statewide policy around disclosure of criminal history on employment applications.</p> <ul style="list-style-type: none"> <li>At the beginning of the initiative, the <b>baseline</b> recidivism rate within the community was 23.8%</li> <li>The initiative <b>target</b> was to reduce this rate to 15% over the next five years.</li> <li>At the end of the current reporting period, the <b>actual</b> recidivism rate decreased to 20%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:             <ol style="list-style-type: none"> <li><a href="#">Federal Bureau of Investigation/Bureau of Justice Statistics</a></li> <li>State Department of Justice</li> <li>County Corrections Department</li> </ol> </li> <li>Recidivism is directly related to criminal activity only.</li> <li>Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 5t: Percent decrease in non-violent crime rate in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto-calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto-calculated)	<b>VII.) Performance target accuracy</b> (% auto-calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> non-violent crime rate.	Enter the <b>target</b> non-violent crime rate.	This field will be auto-calculated.	Enter the <b>actual</b> non-violent crime rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>The police department informed community leaders (including the CAA) that particular neighborhoods in the county faced disproportionately higher rates of non-violent crime. Upon further research, the majority of these crimes were auto thefts and house burglaries during times when most individuals were at work or school, or during holiday weekends when families generally left town or visited others. So a new multi-pronged initiative was launched that 1) revitalized Neighborhood Watch programs in targeted neighborhoods, 2) encouraged local walking, running, and cycling groups to incorporate targeted neighborhoods in their routes, and 3) increased police patrols in targeted neighborhoods. The goal of the initiative is to reduce the rate of non-violent crimes within the community by half over the next five years.</p> <ul style="list-style-type: none"> <li>• At the beginning of the initiative, the <b>baseline</b> non-violent crime rate within the community was 9%</li> <li>• The initiative <b>target</b> was to reduce this rate to 4.5% over the next five years.</li> <li>• At the end of the current reporting period, the <b>actual</b> non-violent crime rate decreased to 7%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• <b>Non-violent crimes</b> are those <b>crimes</b> that do not involve the use of any force or injury to another person.</li> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>1. <a href="#">Federal Bureau of Investigation/Bureau of Justice Statistics</a></li> <li>2. State Department of Justice</li> </ol> </li> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 5u: Percent decrease in violent crime rate in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> violent crime rate.	Enter the <b>target</b> violent crime rate.	This field will be auto-calculated.	Enter the <b>actual</b> violent crime rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>The police department informed community leaders (including the CAA) that violent crime rates were slowly on the rise in their county. Further research revealed that 70% of these crimes were related to domestic violence, and that most were committed as the victim was trying to escape the abusive situation. Therefore, the CAA, partnering with the community, began an initiative to not only raise awareness of domestic violence, but also to increase the availability of safe spaces within the community for individuals wishing to leave an abusive situation. This included securing funding for a domestic violence hotline so that individuals could learn about resources available to them, and so they could create safety plans for themselves and their family.</p> <ul style="list-style-type: none"> <li>• At the beginning of the initiative, the <b>baseline</b> violent crime rate within the community was 4.5%</li> <li>• The initiative <b>target was</b> to reduce this rate to 2% over the next five years.</li> <li>• At the end of the current reporting period, the <b>actual</b> violent crime rate decreased to 4%</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• A <b>violent crime</b> or <b>crime of violence</b> is a <b>crime</b> in which an offender uses or threatens force upon a victim.</li> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates: <ol style="list-style-type: none"> <li>1. <a href="#">Federal Bureau of Investigation/Bureau of Justice Statistics</a></li> <li>2. State Department of Justice</li> </ol> </li> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<b>CNPI 5v: Percent decrease in teens involved with the juvenile court system in the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
This will be auto-populated from Section I.	Enter the <b>baseline</b> rate of teens involved with juvenile court system.	Enter the <b>target</b> rate of teens involved with juvenile court system.	This field will be auto-calculated.	Enter the <b>actual</b> rate of teens involved in juvenile court system at end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>After learning that most of the teens involved with the juvenile court system had experienced child abuse at some point early in their lives, the community implemented an initiative to tackle child abuse and reach teens deemed “at-risk” for involvement with the juvenile court system. The initiative’s goal was to reduce the percentage of teens involved with the juvenile court system from 6% to 3% over the next five years.</p> <ul style="list-style-type: none"> <li>At the beginning of the initiative, the <b>baseline</b> rate of teens involved in the juvenile justice system was 6%.</li> <li>The initiative <b>target</b> was to reduce this rate to 3% over the next five years.</li> <li>At the end of the current reporting period, the <b>actual</b> rate of teens involved in the juvenile justice system decreased to 4.8%.</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) rates: <ol style="list-style-type: none"> <li><a href="#">Office of Juvenile Justice and Delinquency Prevention, Department of Justice</a></li> <li><a href="#">State Department of Justice</a></li> </ol> </li> <li>Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

<b>CNPI 5z: Other Rates of Change for Health and Social/Behavioral indicators. (Please specify.)</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
This will be auto-populated from Section I.	Enter the selected <b>baseline</b> rate as a percentage here.	Enter the selected <b>target</b> rate as a percentage here.	This field will be auto-calculated.	Enter the selected <b>actual rate</b> at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Definition, Notes</b>	Entities should use CNPI 5z to report on Health and Social/Behavioral related initiatives where the outcome is different than any of the above indicators (and the selected outcome is a “rate of change”).						

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## CNPI 6: Civic Engagement and Community Involvement Indicators

<b>CNPI 6: Civic Engagement and Community Involvement Indicators</b>		
<b><i>Goal 2: Communities where people with low incomes live are healthy and offer economic opportunity.</i></b>		
<b>Rates of Change</b>	<a href="#"><u>CNPI 6G2a</u></a>	Percent increase of donated time to support the CSBG Eligible Entity's delivery of services and/or implementation of strategies to address conditions of poverty in the identified community.
	<a href="#"><u>CNPI 6G2b</u></a>	Percent increase of donated resources to support the CSBG Eligible Entity's delivery of services and/or implementation of strategies to address conditions of poverty in the identified community.
	<a href="#"><u>CNPI 6G2c</u></a>	Percent increase of people participating in public hearings, policy forums, community planning, or other advisory boards related to the CSBG Eligible Entity's delivery of service and/or implementation of strategies to address conditions of poverty in the identified community.
	<a href="#"><u>CNPI 6G2z</u></a>	Other rates of change for civic engagement and community involvement indicators—Goal 2
<b><i>Goal 3: People with low incomes are engaged and active in building opportunities in communities.</i></b>		
<b>Rates of Change</b>	<a href="#"><u>CNPI 6G3a</u></a>	Percent increase of people with low incomes who support the CSBG Eligible Entity's delivery of service and/or implementation of strategies to address conditions of poverty in the identified community.
	<a href="#"><u>CNPI 6G3b</u></a>	Percent increase of people with low incomes who acquire and maintain leadership roles with the CSBG Eligible Entity or other organizations within the identified community.
	<a href="#"><u>CNPI 6G3z</u></a>	Other rates of change for civic engagement and community involvement indicators—Goal 3

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## Civic Engagement and Community Involvement Indicator Instructions (*Goal 2*)

### Examples, Definitions, and Notes

<p><b>CNPI 6G2a:</b>  <b>Percent increase of donated time to support the CSBG Eligible Entity's delivery of services and/or implementation of strategies to address conditions of poverty in the identified community.</b></p>	<p><b>I.) Identified Community</b>                      (auto-populated)</p>	<p><b>II.) Baseline</b>                      existing starting point used for comparisons (%)</p>	<p><b>III.) Target</b>                      (#)</p>	<p><b>IV.) Expected % change from baseline</b>                      (Target % auto calculated)</p>	<p><b>V.) Actual Results</b>                      (#)</p>	<p><b>VI.) Actual % change from baseline</b>                      (% auto calculated)</p>	<p><b>VII.) Performance target accuracy</b>                      (% auto calculated)</p>
<p><i>Example</i></p>	<p>This will be auto-populated from Section I.</p>	<p>Enter the <b>baseline</b> volunteer rate.</p>	<p>Enter the <b>target</b> volunteer rate.</p>	<p>This field will be auto-calculated.</p>	<p>Enter the <b>actual</b> volunteer rate at the end of the current reporting period.</p>	<p>This field will be auto-calculated.</p>	<p>This field will be auto-calculated.</p>
<p><i>Definition, Notes</i></p>	<p>A CAA administered a survey to their existing volunteers, as well as potential volunteers identified through the local United Way. Survey respondents identified the largest barriers to volunteering as 1) transportation, 2) lack of evening or weekend volunteer opportunities, 3) no clear place to learn about volunteer opportunities, and 4) no place to use their unique talents and professional skills (e.g., technology, fine arts, accounting, cooking, etc.). The CAA began a new volunteer initiative, setting up a “For Volunteers” page on their CAA website that allowed community members to submit volunteer applications, sign up for volunteer training, and, with approval, sign up for volunteer tasks/activities. Tasks on the volunteer page were expanded to include help with web design, data mining, design of marketing materials, donor database setup assistance, strategic planning, etc. The CAA also actively created volunteer opportunities within neighborhoods across their service area; this included opportunities tasks for those with limited transportation or physical mobility that could be done in the home. The goal is to double the percentage of volunteers who donate more than 10 hours per year.</p> <ul style="list-style-type: none"> <li>• At the beginning of the initiative, the <b>baseline</b> rate of volunteers who donated more than 10 hours of time per year was 20%</li> <li>• The initiative <b>target</b> was to increase this rate to 40% over the next three years.</li> <li>• At the end of the current reporting period, the <b>actual</b> rate of volunteers who donated more than 10 hours of time per year increased to 26.5%</li> </ul> <p>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:</p> <ol style="list-style-type: none"> <li>1. Internal CAA Volunteer Database</li> <li>2. Local or state volunteer organization database</li> <li>3. Corporation for National Community Service</li> </ol> <ul style="list-style-type: none"> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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<p><b>CNPI 6G2b:</b>  <b>Percent increase of donated resources to support the CSBG Eligible Entity's delivery of services and/or implementation of strategies to address conditions of poverty in the identified community.</b></p>	<p><b>I.) Identified Community</b>  (auto-populated)</p>	<p><b>II.) Baseline</b>  existing starting point used for comparisons (%)</p>	<p><b>III.) Target</b>  (#)</p>	<p><b>IV.) Expected % change from baseline</b>  (Target % auto-calculated)</p>	<p><b>V.) Actual Results</b>  (#)</p>	<p><b>VI.) Actual % change from baseline</b>  (% auto-calculated)</p>	<p><b>VII.) Performance target accuracy</b>  (% auto-calculated)</p>
	<p>This will be auto-populated from Section I.</p>	<p>Enter the <b>baseline donation</b> rate.</p>	<p>Enter the <b>target donation</b> rate.</p>	<p>This field will be auto-calculated.</p>	<p>Enter the <b>actual</b> donation rate at the end of the current reporting period.</p>	<p>This field will be auto-calculated.</p>	<p>This field will be auto-calculated.</p>
<p><i>Example</i></p>	<p>A CAA worked with local banks to apply for USDA Rural Development funds and began a self-help housing program. While implementing this program, the CAA learned that donors were more willing to step forward and provide funding/resources if they could quantify or see tangible results (in this case, a family moving into a newly developed home). The CAA began a campaign to shift some of their emphasis from donor recognition to reporting on the tangible results that were made possible with donations. They also began reframing a portion of their donation requests to address specific expenses (e.g., donors could “purchase” a staff position, pay a family’s rent or mortgage for a month, match a student’s savings investments, pay for a security deposit, etc.). Their goal was to increase the percentage of donors who give more than \$50 over a one-year period.</p> <ul style="list-style-type: none"> <li>• At the beginning of the initiative, the <b>baseline</b> rate of donors giving above \$50 per year was 40%</li> <li>• The initiative <b>target</b> was to increase this rate to 60% over the next three years.</li> <li>• At the end of the current reporting period, the <b>actual</b> rate of donors giving above \$50 per year remained at 40%</li> </ul>						
<p><i>Definition, Notes</i></p>	<ul style="list-style-type: none"> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates: <ol style="list-style-type: none"> <li>1. Internal CAA Donor Database</li> </ol> </li> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• Entities should record the data source used to report Columns II and V in the “General Comments Section.”</li> </ul>						

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	I.) Identified Community (auto-populated)	II.) Baseline existing starting point used for comparisons (%)	III.) Target (#)	IV.) Expected % change from baseline (Target % auto calculated)	V.) Actual Results (#)	VI.) Actual % change from baseline (% auto calculated)	VII.) Performance target accuracy (% auto calculated)
<p><b>CNPI 6G2c:</b>  <b>Percent increase of people participating in public hearings, policy forums, community planning, or other advisory boards related to the CSBG Eligible Entity's delivery of service and/or implementation of strategies to address conditions of poverty in the identified community.</b></p>	<p>This will be auto-populated from Section I.</p>	<p>Enter the <b>baseline participation rate</b>.</p>	<p>Enter the <b>target participation rate</b>.</p>	<p>This field will be auto-calculated.</p>	<p>Enter the <b>actual participation rate</b> at the end of the current reporting period.</p>	<p>This field will be auto-calculated.</p>	<p>This field will be auto-calculated.</p>
<p><b>Example</b></p>	<p>The CAA recognized that the need to engage a larger, more diverse set of community members in their advisory and planning process. Therefore, they began an initiative that started with listening sessions around their service area (this included working with prominent local leaders in each area to help market and advertise the sessions). They also looked for ways to engage different groups in the design and planning of their service delivery models. For example, when developing a program to help households with people who had low incomes overcome housing barriers, they surveyed and engaged landlords to identify what should be included in the curriculum. The CAA sought to increase the percentage of community residents who engaged in advisory and planning processes.</p> <ul style="list-style-type: none"> <li>• At the beginning of the initiative, the <b>baseline</b> rate of community members participating in CAA hearings, forums, planning or other advisory boards was .67% (<i>300 participants/45,000 total residents=.0067</i>)</li> <li>• The initiative <b>target</b> was to bring this rate up to 2% over the next three years.</li> <li>• At the end of the current reporting period, the <b>actual</b> rate of community members participating in CAA hearings, forums, planning or other advisory boards increased to 1% (<i>450 participants/45,000 total residents=.01</i>)</li> </ul>						
<p><b>Definition, Notes</b></p>	<ul style="list-style-type: none"> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates: <ol style="list-style-type: none"> <li>1. Internal volunteer databases</li> <li>2. Attendance, sign-in sheets for forums, meetings, hearings, etc.</li> <li>3. Corporation for National Community Service</li> </ol> </li> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• Entities should record the data source used to report Columns II and V in the "General Comments Section."</li> </ul>						

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<b>CNPI 6G2z:</b> <b>Other Rates of Change for Civic Engagement and Community Involvement Indicators.</b> <b>(Please specify.)</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> rate.	Enter the <b>target</b> rate.	This field will be auto-calculated.	Enter the <b>actual</b> rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Definition, Notes</b>	Entities should use CNPI 6G2z to report on Goal 2 related initiatives where the outcome is different than any of the above indicators (and the selected outcome is a “rate of change”).						

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## Civic Engagement and Community Involvement Indicator Instructions (*Goal 3*)

### Examples, Definitions, and Notes

	I.) Identified Community (auto-populated)	II.) Baseline existing starting point used for comparisons (%)	III.) Target (#)	IV.) Expected % change from baseline (Target % auto calculated)	V.) Actual Results (#)	VI.) Actual % change from baseline (% auto calculated)	VII.) Performance target accuracy (% auto calculated)
<p><b>CNPI 6G3a:</b> Percent increase of people with low incomes who support the CSBG Eligible Entity's delivery of service and/or implementation of strategies to address conditions of poverty in the identified community.</p>	This will be auto-populated from Section I.	Enter the <b>baseline</b> volunteer rate.	Enter the <b>target</b> volunteer rate.	This field will be auto-calculated.	Enter the <b>actual</b> volunteer rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<p><b>Example</b></p>	<p>Current and past program participants with low incomes are regularly encouraged to engage in volunteer activities in an effort to build social capital (networks) and learn new skills. However, many individuals in households with low incomes indicated challenges in taking off from work to volunteer during the week. They also noted that on the weekends, they wanted to be able to spend time with their families. In response, the CAA created more volunteer opportunities that 1) didn't demand large amounts of time, and 2) included children (so families could volunteer together). The CAA also worked with local employers to provide their employees (including individuals with low incomes) with two hours of paid time off per month to volunteer. The goal of this initiative was to increase the percentage of volunteers who are low income.</p> <ul style="list-style-type: none"> <li>At the beginning of the initiative, the <b>baseline</b> rate of volunteers with low incomes was 6.7% (<math>100 \text{ volunteers with low incomes} / 1500 \text{ total volunteers} = .067</math>)</li> <li>The initiative <b>target</b> was to increase this rate to 15% over the next three years.</li> <li>At the end of the current reporting period, the <b>actual</b> rate of volunteers with low incomes increased to 10.7% (<math>160 \text{ volunteers with low incomes} / 1500 \text{ total volunteers} = .107</math>)</li> </ul>						
<p><b>Definition, Notes</b></p>	<ul style="list-style-type: none"> <li>The following sources may be used to determine both baseline (Column II) and actual (Column V) rates: <ol style="list-style-type: none"> <li>Internal CAA Volunteer Database</li> <li>Local or state volunteer organization database</li> <li>Corporation for National Community Service</li> </ol> </li> <li>Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>Entities should record the data source used to report Columns II and V in the "General Comments Section."</li> </ul>						

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<b>CNPI 6G3b:</b> <b>Percent increase of people with low incomes who acquire and maintain leadership roles with the CSBG Eligible Entity or other organizations within the identified community.</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto-calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto-calculated)	<b>VII.) Performance target accuracy</b> (% auto-calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline leadership</b> rate.	Enter the <b>target leadership</b> rate.	This field will be auto-calculated.	Enter the <b>actual leadership</b> rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Example</b>	<p>Officials in the community noticed a decline in the rate of people with low incomes who participated in leadership roles in their community. With help from the CAA, local employers, and the local community college--the community implemented a leadership program for individuals with low incomes. The program helped participants to learn ways they could lead within the community, provided them with leadership skills training, and assisted them with building critical networks (both bridging and bonding social capital). Local employers provided participants with paid time off to attend weekly sessions, if applicable. Individuals who completed the program (as well as their employers) were recognized in a public ceremony. Completing the course also provide participants with college/continuing education credits, and graduates were asked to come back and teach or participate in future courses.</p> <ul style="list-style-type: none"> <li>• At the beginning of the initiative, the <b>baseline</b> rate of individuals with low incomes within community leadership roles was 8.3% (<i>25 residents with low incomes in leadership roles /300 total residents in leadership roles=.083</i>).</li> <li>• The initiative <b>target</b> was to increase this rate to 15% over the next three years.</li> <li>• At the end of the current reporting period, the <b>actual</b> rate of individuals with low incomes in leadership roles increased to 13.3% (<i>40 residents with low incomes in leadership roles /300 total residents in leadership roles=.133</i>).</li> </ul>						
<b>Definition, Notes</b>	<ul style="list-style-type: none"> <li>• The following sources may be used to determine both baseline (Column II) and actual (Column V) rates:               <ol style="list-style-type: none"> <li>1. Internal volunteer database</li> <li>2. Local or state volunteer organization database</li> <li>3. Corporation for National Community Service</li> </ol> </li> <li>• Data should align with the geographic area targeted by the initiative. In a situation where baseline data is not already tracked for a specific community, a customized data set will need to be generated.</li> <li>• The same data source used to identify baseline rates at the beginning of an initiative should also be used to determine the actual rates at the end of each reporting period.</li> <li>• Entities should record the data source used to report Columns II and V in the "General Comments Section."</li> </ul>						

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<b>CNPI 6G3z:</b> <b>Other Rates of Change for Civic Engagement and Community Involvement Indicators.</b> <b>(Please specify.)</b>	<b>I.) Identified Community</b> (auto-populated)	<b>II.) Baseline</b> existing starting point used for comparisons (%)	<b>III.) Target</b> (#)	<b>IV.) Expected % change from baseline</b> (Target % auto calculated)	<b>V.) Actual Results</b> (#)	<b>VI.) Actual % change from baseline</b> (% auto calculated)	<b>VII.) Performance target accuracy</b> (% auto calculated)
	This will be auto-populated from Section I.	Enter the <b>baseline</b> rate.	Enter the <b>target</b> rate.	This field will be auto-calculated.	Enter the <b>actual</b> rate at the end of the current reporting period.	This field will be auto-calculated.	This field will be auto-calculated.
<b>Definition, Notes</b>	Entities should use CNPI 6G3z to report on Goal 3 related initiatives where the outcome is different than any of the above indicators (and the selected outcome is a “rate of change”).						

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