

PERFORMANCE MONITORING PLAN (PMP)

Applicant Name:	Example Organization
Fiscal Year and Program Title:	FY## Example Program
Funding Opportunity #:	SFOP000XXXX

Instructions:

The Monitoring Data for ECA (MODE) Framework provides standard indicators and corresponding survey questions to ensure consistent measures across all ECA programs. The Performance Monitoring Plan (PMP) in this document includes **ALL** MODE objectives and indicators that were created to collect data from program participants. While ECA recommends the applicant use the format provided, this is not a requirement. However, any performance monitoring reference document the applicant submits should include the information in the column headers (Indicator Name, Definition, Target, Survey Question, etc.) in the table below at a minimum.

To provide a PMP that will meet the solicitation review criteria, the applicant should take the following steps:

1. Fill out the Applicant Name, FY and Program Title and Funding Opportunity # fields highlighted above
2. Carefully review the solicitation document to identify the MODE indicators that were listed
3. Review the additional (those not listed in the solicitation document) MODE Framework indicators listed in the table below to determine if they are relevant (meaning the applicant proposes that data should be collected for those indicators as part of this program)
4. Those indicators that were NOT selected in steps 2 and 3 above can be deleted from the table below (to do this, click your mouse somewhere within the row you would like to delete, right-click, select “Delete Cells”, then “Delete Entire Row”. Repeat this process until the only MODE Framework indicators that remain are those identified during steps 1 and 2)
5. Applicants may also design custom objectives and/or indicators that are specific to the proposed program and the proposed MODE Framework indicators are insufficient to cover all aspects of the program. Applicants should limit the number of these custom indicators, bearing in mind collection and reporting capacity, and prioritize additional measures identified in the solicitation.

For all indicators in the PMP that remain after steps 2-5 above, insert the target into the appropriate column. A target specifies a feasible and appropriate level of an output or outcome that is hoped for, expected, or intended.

Resources

More resources and guidance documents on the MODE Framework and PMP are available online (<https://eca.state.gov/impact/eca-monitoring-evaluation-learning-and-innovation-meli-unit/mode-framework-eca-applicants-and>). PMP-specific resources include:

- MODE Framework Indicator Book (<https://app.box.com/s/9gvvxzxl6bmvmvzqengqu8uad40yz2doe>):
- MODE Performance Indicator Reference Sheets (<https://app.box.com/s/r6x4elenw9pnicdtjyqv6rbyoczhp62t>)
- PMP Creation Webinar (<https://www.youtube.com/watch?v=WBHC1oLNZvI>)

Definitions of PMP Columns

- **Performance Indicator:** An observable or measurable characteristic that indicates the extent to which a program objective is being achieved.
- **Definition:** Clarifies all terms necessary and provides details on how to calculate the data collected to measure the change expected.
- **Disaggregation (“Disagg”):** Lists how the data will be broken down into subgroups (such as: gender, age, state, country, etc.)
- **Target:** Specific, planned level of result to be achieved within an explicit timeframe
- **Data Source and Required Survey Question:** Specifies how the data will be obtained (such as a survey, observation, interview, etc.) and the **mandatory** question linked to the data source. **Note that all MODE Framework survey questions are required (i.e. should be forced response); please see the Consent Language in the MODE Framework Indicator Book for an example of how to convey this to participants/survey respondents.**
- **When to Collect:** Specifies when the indicator will be measured, for example: post-program, end of award, etc.
 - A post-program collection should occur no later than 6 weeks after the participant has completed the program
 - Award recipients are responsible for collecting indicator data on participant outputs and outcomes during the period of performance of the program itself. Note: The Bureau will measure outcomes of ECA participants at one, three, five, and 10 years after the program has ended to capture the long-term impact of ECA programming unless otherwise specified in the solicitation for which you are applying. In this instance, the recipient will be responsible for coordinating with ECA on any alumni surveys to de-duplicate questions and minimize potential survey fatigue.

Definitions of Key Terms

Each indicator in the table below includes a list of relevant terms in the indicator column. While terms vary across indicators, there are a few key terms that apply to a high number of indicators. Those terms are listed below to save space in the table:

- ***Participant or Exchange Visitor*** - A person who has directly participated in an ECA-facilitated program (either ECA-funded or BridgeUSA) and been exposed to at least 10 hours of content or otherwise meets the requirements for entry into the Alumni Contact Engagement System (ACES). Participants do not include audiences who may watch, listen to, or otherwise interact with ECA program participants.
 - Participants of American Spaces programming include any individual who attends a program conducted by an American Space, whether that program is located at an American Space or an outside location. Individuals who attend virtual (online) or blended (partially online, partially in-person) programs are also considered participants.
 - “Exchange Visitors” on ECA’s Office of Private Sector Exchange (ECA/EC) programs are considered program participants.
- ***Host community*** - A community that sponsors, supports, or provides services for exchange programs and/or their participants. Host communities and institutions do not necessarily directly participate in a program. Benefits to this group most often occur through interaction with the participants and/or alumni during or after the program. Host community members comprise two groups:
 - *Host families* who welcomed exchange visitors into their homes;
 - *Host institutions or businesses* who provided professional or academic experiences to exchange visitors.
- ***Virtual exchange*** - A sustained, multi-way interaction, that is 100% online, used to build networks and shared knowledge around policy priorities. For a program to be considered a virtual exchange, participants must engage with all content virtually. A series of virtual components can be considered an exchange if they are (1) originated as a unit with a collective start and end date and (2) are organized around a unifying theme. Examples of virtual elements include online skill-building workshops, virtual professional placements (internships), and virtual mentorships. A series of massive open online courses (MOOCs) would be considered an exchange if they are offered as a set (of say six classes) and are centered on a specific topic (for example, media literacy). Offering MOOCs as an online resource is not considered a virtual exchange program.
- ***Virtual element*** - Single, stand-alone components offered as either add-on enrichment to an in-person program or as general outreach by ECA. Examples of virtual elements include online skill-building workshops, virtual professional placements (internships), and virtual mentorships. Offering single MOOCs to the general public or virtual pre-departure orientation webinars are both considered virtual elements. Additionally, online spaces for participants to communicate (such as a program Facebook page) are considered virtual elements.

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
Demographic Questions					
Home Country (Demographic)	Used to identify subgroups for <u>Country of Origin</u> disaggregation. (<i>Foreign participants only</i>)	N/A	N/A	Survey (self-reported data) What is your home country? [Drop Down: List of program countries] – See Appendix C in the Indicator Book	Post-Program
Home State (Demographic)	Used to identify subgroups for <u>Home State</u> disaggregation. (<i>American participants only</i>)	N/A	N/A	Survey (self-reported data) What is your home state? [Drop Down: List of U.S. States] – See Appendix D in the Indicator Book	Post-Program
Age (Demographic)	Used to identify subgroups for <u>Age</u> disaggregation.	N/A	N/A	Survey (self-reported data) What is your age? Fill in the blank _____ [Validate answer numeric, with accepted answers ranging from 15 to 100] -- OR -- Are you between the ages of 15 and 35? • Yes • No	Post-Program
Gender (Demographic)	Used to identify subgroups for <u>Gender</u> disaggregation.	N/A	N/A	Survey (self-reported data)	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
				Please check the option that best describes your gender: • Male • Female • Non-binary • I do not wish to respond	
Race (Demographic)	Used to identify subgroups for <u>Race</u> disaggregation. (<i>American participants only</i>)	N/A	N/A	Survey (self-reported data) What is your race or ethnicity? <i>Select all that apply.</i> • American Indian or Alaskan Native • Asian • Black or African American • Hispanic or Latino • Native Hawaiian or Other Pacific Islander • White • Some Other Race • I do not wish to respond	Post-Program
Participant Type (Demographic)	Used to identify the subgroup “ <i>Reciprocal</i> ” for <u>Participant Type</u> disaggregation. (<i>American participants only</i>) Award recipients will need to identify whether a participant is designated as 'Foreign', 'American', or 'Reciprocal' as part of the disaggregations. The assumption is that those who answer the "Home Country" question can be designated as a 'Foreign participant', those who answer "Home State" can be designated as an 'American	N/A	N/A	Survey (self-reported data) Did you participate in a reciprocal exchange? <i>A reciprocal participant is an American who travels to an exchange participant's home country to assist the participant with their individual project</i>	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	participant', and those who answer the associated question with a "yes" can be designated as a 'Reciprocal participant'			• Yes • No	
Placement State (Demographic)	Used to identify subgroups for <u>Placement State</u> disaggregation. (<i>Foreign participants only</i>) This only applies if an exchange participant was based in one state for more than one month; for example, for IVLP participants, the placement state would not need to be reported.	N/A	N/A	Survey (self-reported data) In which U.S. State were you placed during your exchange? [Drop Down: List of U.S. States] – See Appendix D in the Indicator Book	Post-Program
ECA Objective 1: Advance participant and beneficiary cross-cultural competence and global perspective					
ECA Sub-Objective 1.1: Promote cultural exchanges and enhance understanding between participants and their host communities					
E1.1.01: Percent of participants reporting that their program experience offered opportunities to engage with other cultures	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculations To calculate percentage, numerator will be number of respondents who answered “yes” while the denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.	• Gender • Age • Country of origin • Home state • Race • Participant type: American, foreign, reciprocal	To be completed by the applicant	Survey (self-reported data) Do you agree with the following statement? My program offered opportunities for making cultural connections and sharing. <i>For example: Conversations about each others’ countries, attending cultural events, etc.</i> • Yes • No	Post-Program
E1.1.04: Percent of participants with more favorable opinions of the	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms Counting Frequency	• Gender • Age • Country of origin • Home state	To be completed by the applicant	Survey (self-reported data) Did your views of the United States government change as a	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
United States Government (core indicator)	Each respondent should only be counted once in the reporting year following their program completion. Calculations To calculate percentage, numerator will be number of respondents who select “much more favorable” OR “somewhat more favorable” on the survey question. The denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.	•Race •Participant type: American, foreign, reciprocal		result of your program participation? • Yes • No If YES: How did your views of the United States government change? Are your views: • Much less favorable • Somewhat less favorable • Somewhat more favorable • Much more favorable	
E1.1.09: Percent of participants who traveled abroad for the first time because of their program (core indicator)	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms <u>Abroad</u> – A country outside of one’s home country Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculations To calculate percentage, numerator will be number of respondents who answered “no” to the first question while the denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.	•Gender •Age •Country of origin •Home state •Race •Participant type: American, foreign, reciprocal	To be completed by the applicant	Survey (self-reported data) Before this exchange program, had you traveled outside of your home country? • Yes • No If YES: Why did you travel outside of your home country? <i>Select all that apply.</i> • Tourism • Visit friends/family • Participation in another U.S. Department of State	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
				exchange program (including U.S. Embassy-sponsored exchanges) • Participation in a non-U.S. Department of State exchange • Study • Work • Other: _____ [write-in]	
E1.1.10: Percent of foreign participants who traveled to the United States for the first time during their program (core indicator)	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms Counting Frequency Each respondent should only be counted once per reporting year following their program completion. Calculations To determine the percent value, numerator is number of respondents who reply “no” to the first question while denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.	• Gender • Age • Country of origin	To be completed by the applicant	Survey (self-reported data) Before this exchange program, had you traveled to the United States? • Yes • No If YES: Why did you travel to the United States? <i>Select all that apply.</i> • Tourism • Visit friends/family • Participation in another U.S. Department of State exchange program (including U.S. embassy-sponsored exchange programs)	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
				• Participation in a non-U.S. Department of State exchange • Study • Work • Other: _____ [write-in]	
E1.1.11: Percent of American participants indicating a change in their understanding of their host country's culture and values	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms <u>Host country</u> - The country in which the participant traveled to for their exchange program. Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculations Responses to each item should be scored in the following manner: No change – 1 Minimal change – 2 Moderate change – 3 Substantial change – 4 The response scores for each item should be summed and divided by the number of items they responded to in order to give an average question score for each respondent.	• Gender • Age • Home state • Race • Participant type: American, reciprocal	To be completed by the applicant	Survey (self-reported data) How much did participation in the exchange program change your understanding or knowledge of the following topics? • Host country political system • Host country economy • Foreign affairs of my host country • Domestic affairs in my host country • Host country values and culture • Daily life in my host country • Religious and ethnic diversity in my host country • Freedom of speech and press in my host country • Voluntary community service in my host country	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	To determine the percent value, the numerator is the number of respondents whose average question score is 2 or greater while the denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.			[Scale: No change, Minimal change, Moderate change, Substantial change]	
E1.1.12: Percent of foreign participants indicating a change in understanding of third-party countries' cultures and values	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms <u>Third-party country</u> - A country that is not the participant/alumni's home or host country. Generally, this refers to the home countries of fellow participants. Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculations Responses to each item should be scored in the following manner: No change – 1 Minimal change – 2 Moderate change – 3 Substantial change – 4 The response scores for each item should be summed and divided by the number of items they responded to in order to give an average question score for each respondent. To determine the percent value, numerator is number of respondents whose average question score is 2 or greater while the denominator will be the total number of question	• Gender • Age • Country of origin	To be completed by the applicant	Survey (self-reported data) Thinking about the participants you met from other countries (not your home country or the U.S.), how much did participation in the program change your understanding or knowledge of the following topics related to those countries? • Political system • Economy • Foreign affairs • Domestic affairs • Values and culture • Daily life • Religious and ethnic diversity • Freedom of speech and press • Voluntary community service [Scale: No change, Minimal change, Moderate change, Substantial change]	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.				
E1.1.13: Percent of foreign participants who are more likely to recommend the United States as a good place to study	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculations To determine the percent value, numerator is number of respondents who reply “much more likely” or “somewhat more likely” while denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.	•Gender •Age •Country of origin	To be completed by the applicant	Survey (self-reported data) Compared to before your program participation, how likely are you now to recommend the United States as a good place to study? • Much more unlikely • Somewhat more unlikely • Somewhat more likely • Much more likely	Post-Program
E1.1.16: Percent of virtual exchange (VE) participants who report VE as their only likely way to interact with citizens from other countries in the future	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms <u>Virtual exchange</u> - See Definitions of Key Terms <u>Virtual element</u> - See Definitions of Key Terms Counting Frequency Each respondent should only be counted once per reporting year following their program completion. Calculations To calculate percentage, numerator will be number of respondents who answered “yes” while the denominator will be the total number of question respondents. Divide	•Gender •Age •Country of origin •Home state •Race •Participant type: American, foreign, reciprocal	To be completed by the applicant	Survey (self-reported data) In the future, are virtual exchanges likely to be your only way to interact with citizens from other countries? • Yes • No • I don’t know	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	the numerator by the denominator and then multiply by 100 for the percent value. This indicator counts participants involved in virtual exchange programs (see definition above) and WILL NOT count participants engaging with virtual program elements as part of a non-virtual program.				
E1.1.17: Percent of foreign participants with more favorable opinions of the American people (core indicator)	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculations To determine the percent value, numerator is number of respondents who reply “much more favorable” OR “somewhat more favorable” while the denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.	•Gender •Age •Country of origin	To be completed by the applicant	Survey (self-reported data) Did your views of the American people change as a result of your program participation? • Yes • No If YES: How did your views of the American people change? Are your views: • Much less favorable • Somewhat less favorable • Somewhat more favorable • Much more favorable	Post-Program
E1.1.18: Percent of foreign participants indicating an increase in understanding of	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms Counting Frequency Each respondent should only be counted once in the reporting year following their program completion.	•Gender •Age •Country of origin	To be completed by the applicant	Survey (self-reported data) How much did participation in the program change your understanding or knowledge of each of the following topics? • United States democracy	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
United States culture and values (core indicator)	Calculations Responses to each item should be scored in the following manner: No change – 1 Minimal change – 2 Moderate change – 3 Substantial change – 4 The response scores for each item should be summed and divided by the number of items they responded to in order to give a total question score for each respondent. To determine the percent value, numerator is number of respondents whose total question score is 2 or greater while the denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.			• United States economy • Foreign affairs of the United States • Domestic affairs in the United States • United States values and culture • Daily life in the United States • Religious and ethnic diversity in the United States • Freedom of speech and press in the United States • Voluntary community service in the United States [Scale: No change, Minimal change, Moderate change, Substantial change]	
E1.1.19: Percent of participants agreeing with statements in support of democratic values (core indicator)	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms <u>Democratic values</u> - The ideas or beliefs that make a society fair, including: democratic decision-making, freedom of speech, equality before the law, equality, social justice. Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculations	• Gender • Age • Country of origin • Home state • Race • Participant type: American, foreign, reciprocal	To be completed by the applicant	Survey (self-reported data) To what extent do you agree or disagree with the statements below? • Voting is important because real decisions are made in elections • Free and fair elections are the cornerstone of democracy	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	Responses to each item should be scored in the following manner: Strongly disagree – 1 Disagree – 2 Neither disagree nor agree – 3 Agree – 4 Strongly agree – 5 Don't know/can't ascertain – 0 To determine the percent value, numerator is the number of respondents whose average question score is greater than or equal to 4 on a 1-5 scale while the denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.			• An independent media is important to the free flow of information • All citizens in a country should have equal rights and protections under the law, regardless of circumstances • The rule of law is fundamental to a functioning democracy • Individuals have the right to free speech and to voice opposition • Organizations have the right to free speech and to voice opposition • Democratic principles enhance the workplace. Supervisors should incorporate democratic principles into their management practices [Scale: Strongly disagree, Disagree, Neither disagree nor agree, Agree, Strongly agree, Don't know/can't ascertain]	
ECA Objective 2: Increase the impact that participants and alumni have on their communities / countries					
E2.0.01: Percent of foreign participants that	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms	• Gender • Age • Country of origin	To be completed	Survey (self-reported data)	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
volunteer in their host communities	<u>Volunteer</u> - To offer one's time or services to an organization or community effort for free. Volunteering does not include time spent working as part of a professional placement. <u>Host community</u> - See Definitions of Key Terms Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculations To calculate the percentage, the numerator will be the number of respondents who answered "yes" while the denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.		by the applicant	Did you volunteer your time during your exchange? • Yes • No • My program did not offer the opportunity to volunteer	
E2.0.04: Number of hours that foreign participants spend volunteering in their host communities	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms <u>Volunteer</u> - To offer one's time or services to an organization or community effort for free. Volunteering does not include time spent working as part of a professional placement. <u>Host community</u> - See Definitions of Key Terms Counting Frequency Each respondent should only be counted once in a reporting year following their program completion. Calculations	• Gender • Age • Country of origin	To be completed by the applicant	Survey (self-reported data) How many hours did you spend volunteering during your exchange program? <i>(Please note that volunteer hours do not include time spent working as part of your professional placement.)</i> Fill in the blank: _____ [validate as numeric]	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	Participants will complete a survey question that will request the number of hours of time spent volunteering during their exchange program. The total number of hours for all participants should be reported.				
ECA Sub-Objective 2.2: Foster participants' belief that civic engagement benefits communities/countries					
E2.2.01: Percent of participants who have more confidence in their ability to have an impact in their home country (core indicator)	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms <u>Home community</u> - The community that the program participant originates from and will return to at the conclusion of the program. <u>Home country</u> - The country in which the program participant resides prior to their program participation. Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculation To determine the percent value, numerator is number of respondents that responded “more confident” to the statement about their ability to make a difference in the ‘community where I live’ and/or ‘country where I live’ while the denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.	•Gender •Age •Country of origin •Home state •Race •Participant type: American, foreign, reciprocal	To be completed by the applicant	Survey (self-reported data) As a result of your program participation, how has your confidence in each of the following changed? • I have the ability to make a difference in the community where I live • I have the ability to make a difference in the country where I live • I have the ability to make a difference in the global community [Scale: I am less confident; No change in confidence, I am more confident]	Post-Program
ECA Objective 3: Strengthen engagement among participants, alumni, beneficiaries, and institutions					

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
E3.0.02: Percent of foreign participants who report increasing their network of Americans (core indicator)	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms <u>Network</u> - An interconnected or interrelated group or system. In the context of MODE, this refers to an interconnected or interrelated group intentionally convened, sustained, or otherwise facilitated through ECA programming. Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculations To determine the percent value, numerator is number of respondents who reply “yes” to the first question item while the denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.	•Gender •Age •Country of origin	To be completed by the applicant	Survey (self-reported data) Are you still in contact with any Americans you met during your program? • Yes • No If YES: Are the contacts you maintain with Americans personal, professional, or both? • Personal • Professional • Both personal and professional	Post-Program
E3.0.04: Percent of foreign participants who report increasing their network of third country nationals	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms <u>Network</u>- An interconnected or interrelated group or system intentionally convened, sustained, or otherwise facilitated through ECA programming. <u>Third-country national</u> - A third country stakeholder is defined as a person or institution who does not have the same nationality and is not from the country in which the exchange took place or from the country of a participant of the exchange.	•Gender •Age •Country of origin	To be completed by the applicant	Survey (self-reported data) Are you still in contact with any individual not from the U.S. and not from your own country that you met during your program? •Yes •No If YES:	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculations To determine the percent value, numerator is number of respondents who reply “yes” to the first question item while the denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.			Are the contacts you maintain with these individuals personal, professional, or both? •Personal •Professional •Both personal and professional	
E3.0.07: Percent of participants who identify as a Department of State program participant (core indicator)	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculations To calculate percentage, numerator will be number of participants who answered “yes” in response to the survey question. The denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.	•Gender •Age •Country of origin •Home state •Race •Participant type: American, foreign, reciprocal	To be completed by the applicant	Survey (self-reported data) Do you consider yourself a participant of a U.S. Department of State program? • Yes • No	Post-Program
ECA Sub-Objective 3.1: Alumni subscribe to platforms for resources and information-sharing					
E3.1.02: Percent of participants who learned about new resources	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms <u>Resource</u> – Information that is new and potentially useful to the participant. Can include information guidance that is either personal or professional. Does not include persons.	•Gender •Age •Country of origin •Home state •Race	To be completed by the applicant	Survey (self-reported data) Through your program experience, did you learn about any of the following	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	Can be information provided during any portion of the program process (pre-program, during the program, or immediately post-program – such as a Congress or concluding event). Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculations To calculate percentage, numerator will be number of respondents who select at least one of the survey question response options EXCEPT “None of the above” to the first question, while the denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.	• Participant type: American, foreign, reciprocal		Department of State-managed resources? <i>Select all that apply.</i> • Small grants applications from the U.S. Government [Carry forward selection to next question] • Alumni Engagement Innovation Fund (AEIF) applications [Carry forward selection to next question] • Citizen Diplomacy Action Fund applications [ask of American alumni only] [Carry forward selection to next question] • Project Development toolkits [Carry forward selection to next question] • Supplies or equipment [Carry forward selection to next question] • Information on workshops/events hosted by the U.S. Embassy in your home country [ask of Foreign Alumni only] [Carry forward selection to next question] • Embassy network of experts and leaders [ask of Foreign Alumni only] [Carry forward selection to next question]	

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
				- American Spaces (either American Centers, American Corners, or Bi-National Centers) [ask of Foreign Alumni only] [Carry forward selection to next question] - Career Connections [ask of American alumni only] [Carry forward selection to next question] - None For each category the respondent selects, ask: Was this the first time you heard about this resource? - Yes - No	
E3.1.05: Percent of participants who are connected to ECA through a U.S. Department of State-managed platform	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms <u>Digital platform</u> - A digital place, opportunity, or event for public discussion or interpersonal engagement intentionally convened, sustained, or otherwise facilitated through ECA programming. Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculations	- Gender - Age - Country of origin - Home state - Race - Participant type: American, foreign, reciprocal	To be completed by the applicant	Survey (self-reported data) Are you connected with the Department of State International Exchange Alumni Network on the following digital platforms? - Registered on the alumni.state.gov website (https://alumni.state.gov) - Follow @Exchangealumni on Twitter, - Connected with Alumni Affairs on LinkedIn	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	To calculate percentage, numerator will be number of respondents who select “yes” to at least one of the survey question response options while the denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.			(https://www.linkedin.com/in/alumni-affairs-9b871b103) [Scale: Yes/No/I don’t know]	
ECA Objective 4: Strengthen personal, professional, and technical abilities and aptitudes of participants and beneficiaries					
E4.0.01: Percent of participants reporting increases in their job skills as a result of their program participation	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculations To determine the percent value, numerator is number of respondents who reply “yes” while the denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.	•Gender •Age •Country of origin •Home state •Race •Participant type: American, foreign, reciprocal	To be completed by the applicant	Survey (self-reported) <i>[NOTE: This question is also included in Indicators E4.0.03 and E4.0.05. If these are to be included in a survey, this question can be asked once, with up to two follow-up questions based on an affirmative response.]</i> Did you increase your personal and/or professional skills as a result of your participation in this program? • Yes • No	Post-Program
E4.0.03: Percent of participants reporting an increase in soft skills as a result of their program participation	<u>Soft skills</u> - Qualities and behaviors an individual demonstrates to interact with others effectively. Examples include communication, listening, self-awareness, awareness of others, self-initiative, cognitive competence skills, self-confidence, resourcefulness/resilience, and decision-making and problem-solving skills. <u>Participant or Exchange Visitor</u> – See Definitions of Key Terms	•Gender •Age •Country of origin •Home state •Race •Participant type: American, foreign, reciprocal	To be completed by the applicant	Survey (self-reported) <i>NOTE: Question 1 is also included in Indicator 4.0.01 and 4.0.05. If at least two of those questions are to be included in a survey, question 1 can be asked once, with up to</i>	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	Counting Frequency Each participant should only be counted once in the reporting year following their program completion. Calculations To determine the percent value, numerator is number of respondents who select at least one answer option except for “none of the above skills” in the second question while the denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.			<i>two follow-up questions based on an affirmative response.</i> Did you increase your personal and/or professional skills as a result of your participation in this program? • Yes • No If YES: Please select the personal skills you increased. <i>Select all that apply.</i> • Leadership skills • Communication skills • Listening skills • Self-awareness • Self-initiative • Self-confidence • Resourcefulness • Decision-making skills • Problem-solving skills • Other: _____ [write-in] • None of the above skills	
E4.0.05: Percent of participants who report an increase in technical skills as a result of	<u>Technical skills</u> - Knowledge and ability to perform specific tasks. Examples of technical skills include project management, entrepreneurship, journalism, teaching instruction, science, technology, engineering and mathematics (STEM) competence.	• Gender • Age • Country of origin • Home state • Race	To be completed by the applicant	Survey (self-reported data) <i>NOTE: Question 1 is also included in Indicator 4.0.01 and 4.0.03. If at least two of these questions are to be included in a survey, question 1</i>	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
their program participation	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculations To determine the percent value, numerator is number of respondents who select at least one answer option EXCEPT for “none of the above skills” in the second question while the denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.	•Participant type: American, foreign, reciprocal		<i>can be asked once, with up to two follow-up questions based on an affirmative response.</i> Did you increase your personal and/or professional skills as a result of your participation in this program? • Yes • No If YES: Please select the professional skills you increased. <i>Select all that apply.</i> • Project management skills • Business management skills • Entrepreneurship skills • Journalism skills • Teaching skills • Science competence • Technology competence • Engineering competence • Mathematics competence • Other: _____ [write-in] • None of the above skills	
E4.0.09: Percent of participants reporting an increase in language skills as a result of	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms Counting Frequency Each respondent should only be counted once in the reporting year following their program completion.	•Gender •Age •Country of origin •Home state •Race	To be completed by the applicant	Survey (self-reported) 1. Did you improve your foreign language skills as a result of the program • Yes	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
their program participation	Calculations To determine the percent value, numerator is number of respondents who answered yes in question 1, while the denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value	•Participant type: American, foreign, reciprocal		• No If YES to question 1, ask questions 2 and 3: 2. Which of the following best described your ability to speak in that foreign language before your participation in the program? • No ability at all • Able to communicate only in a very limited capacity • Able to satisfy basic survival needs and minimum courtesy requirements • Able to satisfy routine social demands and limited work requirements • Able to speak with sufficient grammatical accuracy and vocabulary to discuss relevant professional areas • Able to speak fluently and accurately in all situations • Proficiency equivalent to that of a native speaker [Use display logic to show those choices with abilities greater than the selection in question 2.]	

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
				3. Which of the following best describes your ability to speak in that foreign language after the program? • Able to communicate only in a very limited capacity • Able to satisfy basic survival needs and minimum courtesy requirements • Able to satisfy routine social demands and limited work requirements • Able to speak with sufficient grammatical accuracy and vocabulary to discuss relevant professional areas • Able to speak fluently and accurately in all situations • Proficiency equivalent to that of a native speaker	
E4.0.14: Percent of participants reporting new digital skills/competencies gained from virtual exchange (VE) programming	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms <u>Digital skill/competencies</u> – Digital skills are defined as a range of abilities to use digital devices, communication applications, and networks to access and manage information, and to participate in a virtual program. Skills include: knowledge about various low and high-tech technologies (such as the internet, digital video, software programs, etc.), knowledge of how various technologies can be used to communicate with others, knowledge required by teachers for integrating technology into their	• Gender • Age • Country of origin • Home state • Race • Participant type: American, foreign, reciprocal	To be completed by the applicant	Survey (self-reported) As a result of your participation in the exchange program, did you gain new digital skills/competencies? • Yes • No	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	classrooms, and/or creating content for various technologies. <u>Virtual Exchange</u> - See Definitions of Key Terms <u>Virtual Elements</u> - See Definitions of Key Terms Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculations To determine the percent value, numerator is number of respondents who respond “yes” to the question, while the denominator will be the total number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value. This indicator counts participants involved in virtual exchange programs (see definition above) and WILL NOT count participants ONLY engaging with virtual program elements.				
ECA Sub-Objective 4.1: Participants engage in language, academic, professional, and cultural programs					
E4.1.01: Total number of participants (core indicator)	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms Counting Frequency Each participant should only be counted once per semi-annual reporting cycle following their program completion.	•Gender •Age •Country of origin •Home state •Race •Participant type: American, foreign, reciprocal	To be completed by the applicant	Administrative data from award recipients - not collected from the participant surveys	Annually

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
E4.1.02: Total number of program cohorts (core indicator)	<u>Program cohort</u> - A group of participants hosted separately under a program umbrella and following a set course of activities and/or study. For instance: • IVLP is a program – each individual IVLP project conducted in a year would be considered a separate cohort. • PFP is a program – the two groups of participants PFP brings to the US each year are each considered separate cohorts. • Arts Envoy is a program- each group of artists that travels is considered a separate cohort. A band or group of musicians would be considered a cohort but each individual should be counted separately as a participant. Counting Frequency Each cohort should only be counted once per semi-annual reporting cycle following its completion.	• Cohort type: inbound, outbound, virtual	To be completed by the applicant	Administrative data from award recipients - not collected from the participant surveys	Annually
E4.1.03: Number of ECA-supported international scholarships provided	<u>Scholarships</u> - Monetary assistance provided by ECA for students and/or professionals to attend college or university abroad. Counting Frequency All scholarships should be counted even if more than one scholarship goes to the same individual. Scholarships should be counted once per semi-annual reporting cycle during which they were awarded.	• Amount: \$0-5000; \$5001- \$10,000; \$10,001+ • Participant type: American, foreign	To be completed by the applicant	Administrative data from award recipients - not collected from the participant surveys	Semi-Annually
E4.1.04: Number of professional placements	<u>Professional placement</u> - A position placement a participant holds during their exchange program with a host institution for the purpose of professional development. These are most commonly internships, but can also include job shadowing, mentoring or a professional project as well.	• Host type: family, business/professional organization, academic institution,	To be completed by the applicant	Administrative data from award recipients - not collected from the participant surveys	Semi-Annually

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	<u>Host institution</u> - An institution that provides support to or benefits from the participation of program participants. Benefits to this group most often occur through interaction with the participants and/or alumni during or after the program. <u>Professional development</u> - The act of learning and/or improving skills in order to better meet professional goals. Professional development activities can include formal coursework, attending conferences, and informal learning opportunities situated in practice; i.e. informal peer-to-peer interaction and learning, or opportunities through knowledge sharing. Counting Frequency Each placement should only be counted once the placement has been completed and only once per semi-annual reporting cycle. If a participant holds more than one placement during their exchange program, each placement should be counted.	government agency			
E4.1.05: Number of participants in programs with a media literacy component	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms <u>Media literacy component</u>- An educational portion of a program that focuses on the ability to identify different types of media and the messages they are sending. It includes activities such as a training, a talk or seminar on media literacy or how to teach media literacy, training for journalism, connecting participants with media experts or providing resources for media literacy. Counting Frequency	•Gender •Age •Country of origin •Home state •Race •Participant type: American, foreign, reciprocal	To be completed by the applicant	Administrative data from award recipients - not collected from the participant surveys	Semi-Annually

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	Each participant should only be counted once per semi-annual reporting cycle following their program completion.				
E4.1.06: Number of participants in programs with formal, dedicated language learning activities	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms Counting Frequency Each participant should only be counted once per semi-annual reporting cycle following their program completion	•Gender •Age •Country of origin •Home state •Race •Participant type: American, foreign, reciprocal	To be completed by the applicant	Administrative data from award recipients - not collected from the participant surveys	Semi-Annually
E4.1.07: Number of instruction methodology trainings implemented	<u>Training</u> - An organized activity that is designed and implemented to build capacity and has specific learning objectives – expected knowledge, skills and/or competencies to be gained by participants. Trainings of any length with this purpose should be counted. Building capacity means that recipients of training gain increased knowledge, skills, and/or competencies. <i>This indicator specifically measures “instruction methodology” related trainings.</i> <u>Instruction methodology trainings</u> – Those trainings related to furthering skills in teaching. Counting Frequency Each training should only be counted once per semi-annual reporting cycle.	N/A	To be completed by the applicant	Administrative data from award recipients - not collected from the participant surveys	Semi-Annually
E4.1.08: Number of language teaching fellows enrolled	<u>Fellowship</u> - A program that allows students and recent graduates to work with an institution on a specific project to be completed during a set period of time. Fellowships are explicitly designed to produce academic research and/or increase professional development of the fellow.	•Gender •Age •Home state •Race	To be completed by the applicant	Administrative data from award recipients - not collected from the participant surveys	Semi-Annually

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	<u>Language teaching fellow</u> - Through the English Language Fellow (EL Fellow) and Virtual Educator Programs, highly qualified U.S. educators in the field of Teaching English to Speakers of Other Languages (TESOL) participate in 10-month-long fellowships at academic institutions throughout the world. Counting Frequency The number of fellows enrolled in the current reporting year should be counted. Fellows are considered enrolled if they have started their program. Fellows should only be counted once per semi-annual reporting cycle even if they participate in multiple fellowships concurrently.				
E4.1.11: Number of American reciprocal exchange participants	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms <u>Reciprocal Exchange Participant</u> - An American who travels to an exchange participant’s home country to assist the participant with their individual project. Counting Frequency Each participant should only be counted once per semi-annual reporting cycle following their program completion	•Gender •Age •Home state •Race	To be completed by the applicant	Administrative data from award recipients - not collected from the participant surveys	Annually
E4.1.13: Number of fellows completing language teaching fellowships	<u>Fellowship</u> - A fellowship is a program that allows students and recent graduates to work with an institution on a specific project to be completed during the fellowship period. Fellowships are explicitly designed to produce academic research and/or increase professional development of the fellow. <u>Language teaching fellow</u> - Through the English Language Fellow (EL Fellow) and Virtual Educator Programs, highly qualified U.S. educators in the field of Teaching English to	•Gender •Age •Home state •Race	To be completed by the applicant	Administrative data from award recipients - not collected from the participant surveys	Semi-Annually

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	Speakers of Other Languages (TESOL) participate in 10-month-long fellowships at academic institutions throughout the world. Counting Frequency The number of fellows enrolled in the current reporting year should be counted. Fellows should only be counted once per semi-annual reporting cycle even if they participate in multiple fellowships concurrently				
E4.1.14: Number of virtual exchange (VE) programs	<u>Virtual Exchange</u> - See Definitions of Key Terms <u>Program</u> - The overarching umbrella under which all activities take place. Or alternatively, it is the official name that is listed in ACPD's comprehensive annual report on public diplomacy and international broadcasting <u>Program components</u> - The individual program activities that cohorts participate in. Counting frequency Each program should only be counted once in the annual reporting cycle (by tasker)	N/A	To be completed by the applicant	Administrative data from award recipients - not collected from the participant surveys	Annually
E4.1.15: Number of participants in virtual exchange (VE) programs	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms <u>Virtual Exchange</u> - See Definitions of Key Terms <u>Virtual elements</u> - See Definitions of Key Terms Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculations	•Gender •Age •Country of origin •Home state •Race •Participant type: American, foreign, reciprocal	To be completed by the applicant	Administrative data from award recipients - not collected from the participant surveys	Annually

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	This indicator counts participants involved in virtual exchange programs (see definition above) and WILL NOT count participants engaging with virtual program elements. Each participant should only be counted once per semi-annual reporting cycle following their program completion				
E4.1.16: Number of audience members attending cultural events	<u>Audience member</u> - A person who attends an event and is not a program participant. <u>Cultural events</u> - Can include events such as concerts or movie screenings; these can be hosted in the United States or abroad but must be done in conjunction with an ECA program. Counting Frequency Audience members should be counted following each event.	N/A	To be completed by the applicant	Administrative data from award recipients - not collected from the participant surveys	Following each event
ECA Sub-Objective 4.2: Increase ability of participants to recognize and counter disinformation					
E4.2.01: Percent of participants that report increased ability to counter disinformation	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms <u>Disinformation</u> - False or misleading information that is spread deliberately to deceive. Disinformation can include authentic information or true facts that are used in the wrong context to make false connections, or it can be outright false information or propaganda. Counting Frequency Each respondent should only be counted once in the reporting year following their program completion. Calculations To determine the percent value, numerator is number of respondents that replied “Increased” for at least one question item while the denominator will be the total	• Gender • Age • Country of origin • Home state • Race • Participant type: American, foreign, reciprocal	To be completed by the applicant	Survey (self-reported data) How would you rate your ability to do each of the following now compared to before program participation? For each, please indicate if your ability increased, stayed the same, or decreased. • Validate information I see in the media • Identify accurate information • Think critically about information I see online	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	number of question respondents. Divide the numerator by the denominator and then multiply by 100 for the percent value.			- Evaluate everyday information I receive from multiple sources - Identify false information [Scale: Decreased, Stayed the same, Increased]	
ECA Objective 6: Increase capacity of ECA partner institutions to achieve program strategic goals					
ECA Sub-Objective 6.1: Increase capacity of implementing partners and educational institutions for the internationalization of programs					
E6.1.02: Number of exchange participants from or hosted by Minority-Serving Institutions participating in ECA (both funded and private sector) exchanges (core indicator)	This indicator counts the number of exchange participants (American and foreign), from or hosted by minority serving institutions (MSIs), participating in BOTH ECA's funded programs and the private-sector non-funded programs. <u>Participant or Exchange Visitor</u> – See Definitions of Key Terms <u>Minority Serving Institutions (MSI)</u> - MSI are defined in U.S. law under Title III of the Higher Education Act of 1965 as historically black colleges and universities (HBCU), Predominantly Black Institutions (PBI), Hispanic serving institutions (HSI), Tribal Colleges or Universities (TCU), Native American Non-Tribal Institutions (NANTI), Alaskan Native- or Native Hawaiian-Serving Institutions (ANNHI), Asian American- and Native American Pacific Islander-Serving Institutions (AANAPISI). The official list ECA uses to determine if an institution is an MSI can be found here: https://cmsi.gse.rutgers.edu/content/msi-directory. Counting Frequency	- Gender - Age - Country of origin - Race - Academic institution: secondary school, university, community college, vocational/trade/professional - MSI type (American institutions): Alaska Native and Native Hawaiian Serving Institutions (AANH), Asian American and Native American	To be completed by the applicant	Administrative data from award recipients - not collected from the participant surveys Provide the number of program participants from or placed at the following (see MSI category options). If you do not have participants from/placed at one of the MSI categories, enter "0." - Historically Black Colleges and Universities - Hispanic Serving Institutions - Tribal Colleges and Universities - Asian American and Native American Pacific Islander-Serving Institutions (AANAPISI)	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	Each respondent should only be counted once in the reporting year following their program completion.	Pacific Islander-Serving Institutions (AANAPISI), Hispanic Serving Institutions (HSI), Native-American Serving Nontribal Institutions (NASNTI), Predominantly Black Institutions (PBI), Historically Black Colleges and Universities (HBCU), Tribal Colleges and Universities (TCU) • MSI Participant Type: From MSIs (Americans), Hosted By MSIs (foreign)		• Alaska Native and Native Hawaiian Serving Institutions (AANH) • Historically Black Colleges and Universities (HBCU) • Hispanic Serving Institutions (HSI) • Native-American Serving Nontribal Institutions (NASNTI) • Predominantly Black Institutions (PBI) • Tribal Colleges and Universities (TCU) [Include two answer options as applicable: one for participants who are from one of the MSI categories and one for foreign participants who were placed at one of the MSI categories]	
ECA Objective 8: Enhance the quality and effectiveness of ECA programs by leveraging the Bureau’s resources, policy, and stakeholder relationships					
E8.0.03: Response rate for participant surveys (core indicator)	<u>Participant or Exchange Visitor</u> – See Definitions of Key Terms Counting Frequency Response rates will be calculated and reported semi-annually on surveys that <u>closed</u> (i.e. ceased allowing	N/A	60%	Survey Records	Post-Program

Performance Indicator	Definition	Disagg.	Target	Data Source and Required* Survey Question	When to Collect
	respondents to respond) in that six-month period, even if the survey opened in the previous six-month period. This may be a single survey or an aggregation, if more than one survey closed in that six-month period. Each survey invitation should be counted once, and each response (if received) should be counted once. Calculations The response rate will be calculated by dividing the number of survey responses received by the number of survey invitations issued (sent by email or directly invited in some other way). Note that “survey responses” will include cases in which any portion of a survey was returned (at least one piece of response data provided). It will not include cases where respondents opened the survey and opted out by selecting the option not to continue on the opening consent screen.				