**Prior to submitting a formal Performance Measure Amendment in Serve Connecticut’s OnCorps Reports Portal** and **eGrants**, please complete the following Performance Measure Amendment Prescreening Form and submit it to the Serve Connecticut Program Officer. Your form will be reviewed by Serve Connecticut staff; post-review clarification may be necessary. Should the proposed modification be deemed appropriate and actionable, your program will be invited to proceed with a formal Performance Measure Amendment in OnCorps and eGrants.

**IMPORTANT:** The program must receive formal, written Serve Connecticut approval prior to moving forward with any proposed performance measure modifications.

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| **Item** | **Program Narrative** | | **Reviewer Comments** | |
| **Provide the Performance Measure Title as it appears in eGrants/OnCorps.**  *Example: Youth Health Focused Service Learning Program* |  | |  | |
| **Identify impacted output(s) and proposed change(s):** | | | | |
| **Original Output:**  *Example: H4A # individuals served 200. Youth participants will recruit and train 200 additional youth in diabetes awareness by conducting 25 neighborhood training sessions.* |  | |  | |
| **Proposed Output:**  *Example: H4A # individuals served 50. Youth participants will recruit and train 50 additional youth in diabetes awareness by conducting 12 neighborhood training sessions.* |  | |  | |
| **Identify impacted outcome(s) and proposed change(s):** | | | | |
| **Original Outcome:**  *Example: OUTCM123 # individuals with improved knowledge 180. Outcome measures will demonstrate that 90% of youth trained will increase their knowledge of diabetes by 50% based on pre- and post-tests.* |  | |  | |
| **Proposed Outcome:**  *Example: OUTCM123 # individuals with improved knowledge 40. Outcome measures will demonstrate that 80% of youth trained will increase their knowledge of diabetes by 25% based on pre- and post-tests.* |  | |  | |
| **Provide a reason for the change(s) proposed above:**  *Example: Our request for a change in the number of youth and number of training sessions is based on a more realistic number, after receiving additional input from our community partners and staff. Fewer youth are available during after-school hours due to competing programs being offered by another organization.* | | | | |
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| **Program clarification response (to be used if Commission staff request more information):**  *Example: These laptops are used by the program director and member manager to facilitate remote work during regular travel to service sites.* | | | | |
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| **Final Determination** | | | | |
| q Program is invited to proceed with a formal Performance Measure Amendment. | | q Program is not invited to proceed with a formal Performance Measure Amendment. | | **Staff Reviewer/Date of Determination** |
| **Special Instructions (if applicable):** … | | **Reason for rejection:** … | |  |