

# VSPortal

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# Agenda



## Data Collection Requirements

What & Why

Programs Impacted

Partner / Cooperator Compliance



## VSPortal Overview

Partner Profile

Manage Participants

Manage Projects

Bulk Upload



# What & Why

<b>Expand</b>	capacity to capture data about individuals
<b>Track</b>	workforce development experiences
<b>Improve</b>	outcomes for candidates with special hiring authorities
<b>Inform</b>	diversity, equity, inclusion and accessibility priorities
<b>Enhance</b>	reporting and ease of reporting by partners
<b>Contribute</b>	to increased accountability of federal resources

# Programs Impacted

Public Lands Corps

21<sup>st</sup> Century  
Conservation Service  
Corps

Resource Assistants  
Program

Youth Conservation  
Corps

Forest Service Job  
Corps Centers

All other internship  
and crew agreements  
with a workforce  
development  
component



# Partner / Cooperator Compliance

1

Soft launch FY 2022; extended to all partners with workforce development agreements in FY 2023

2

Equity priorities paramount

- Participant race and ethnicity
- Expanded gender categories
- Veterans and disability status

3

Standard reporting requirement included in agreements

# VSPortal Demo

Web-based Portal

Simple & intuitive design

Direct data entry by partners

Bulk upload option using spreadsheet template



# Partner Dashboard

Import Data from Excel Workbook(XLSX)

My Profile

American Conservation Experience

Address

123 Main Street 10112 Gaithersburg 20879

Services Provided

Science/Natural Resources Stewardship

Master Agreement #

123

Status

Active

Manage

Top Participants

Order by top hours

ID	NAME	HOURS
13	Bob, Sam	100 hours
14	Shawn, Robert	80 hours
12	Peter, Williams	50 hours
11	Doe, John	10 hours
24	Bhava1, Saravana	0 hours

Manage


Top Projects

Order by hours

NUMBER	NAME	YEAR	HOURS
10023	Trail Conservation Test Project	2020	190 hours
10030	Test Project 321	2020	50 hours
10038	test34	2021	0 hours

Manage

# Partner Profile

 VS PORTAL

[DASHBOARD](#)  
[MY PROFILE](#)  
[MY PARTICIPANTS](#)  
[MY PROJECTS](#)  
[REPORTS](#)

VS Portal - My Profile Jaimin Bhatt

### My Profile

Required Field | Page Help

NAME ⊕

Conservation Legacy

STATUS

ACTIVE

AGREEMENT # ⊕

Address

ADDRESS 1

701 CAMINO DEL RIO

ADDRESS 2

STE 101

CITY

DURANGO

STATE :

Colorado

ZIP :

81301

Primary Contact

FIRST NAME

Joey

LAST NAME

RUEHRWEIN

MI

PHONE (XXX-XXX-XXXX)

FAX (XXX-XXX-XXXX)

E-MAIL ⊕

volunteer

Other

SERVICES PROVIDED

Recreation Management x

REMARKS

None

Secondary Contact

FIRST NAME

Tom

LAST NAME

White

MI

R

PHONE (XXX-XXX-XXXX)

FAX (XXX-XXX-XXXX)

E-MAIL

tcruise

Update



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# Manage Participants

VS Portal - My Participants

Jaimin Bhatt

Participants

SHOW 10 ENTRIES


SEARCH:

+ New Participant

Participants List

LAST NAME	FIRST NAME	EMAIL	STATUS	HOURS	EDIT USER
Carter	Roger		Active	50	
Cruz	Cameron	cacruz@usda.gov	Active	1250	
Cruz	Catherine	cacruz@usda.gov	Active	1250	
Cruz	Isabele	icruz@usda.gov	Active	1650	
Cruz	Isabelle	icruz@usda.gov	Active	1250	
Doe	Jane	jane.doe@abd.com	Active	80	
John	Abbey	ajohn@usda.gov	Active	0	
Johns	Abbey	ajohns@usda.gov	Active	0	

# New Participant

VS PORTAL

DASHBOARD

MY PROFILE

MY PARTICIPANTS

MY PROJECTS

REPORTS

VS Portal - My Participants

Jaimin Bhatt

+ New Participant

SEARCH:

HOURS

EDIT USER

50

1250

1250

1650

1250

80

0

0

360

Participants :: Add New Participant

+ Required Field | ? Page Help

Participant Information

First Name +

Last Name +

MI

E-mail +

Permanent Residence Zip code +

Phone (xxx-xxx-xxxx) +

Status

Inactive

Identification Information

Date of Birth (mm/yyyy) +

Parental OR Legal Guardian Consent for Participant Under Age 18 +



No

Educational Information

Education Level Completed

Please select

Major





# Manage Projects







VS Portal - My Projects

Jaimin Bhatt ▾

## Projects

SHOW  ENTRIES




SEARCH:

PROJECT NUMBER	PROJECT NAME	PROGRAM YEAR	PROGRAM NAME	REPORTING UNIT	HOURS	EDIT PROJECT
30451	icide Legacy	2020	Partnerships and Organization Agreements (FSM 1810 and1820)	Prescott NF (1103090000)	520	
30452	ergaps	2020	Partnerships and Organization Agreements (FSM 1810 and1820)	Tonto NF (1103120000)	0	
30453	Trail	2020	Partnerships and Organization Agreements (FSM 1810 and1820)	Pagosa (1102130006)	0	
30454	n Gila NF	2020	Youth Conservation Corps (FSM 1840)	Ocoee (1108040003)	1860	
30455	i Cruz	2020	Youth Conservation Corps (FSM 1840)	Jessieville (1108090005)	1520	
30456	Test 1	2020	Partnerships and Organization Agreements (FSM 1810 and1820)	Marlinton/White Sulphur (1109210004)	1020	

# Project Participants

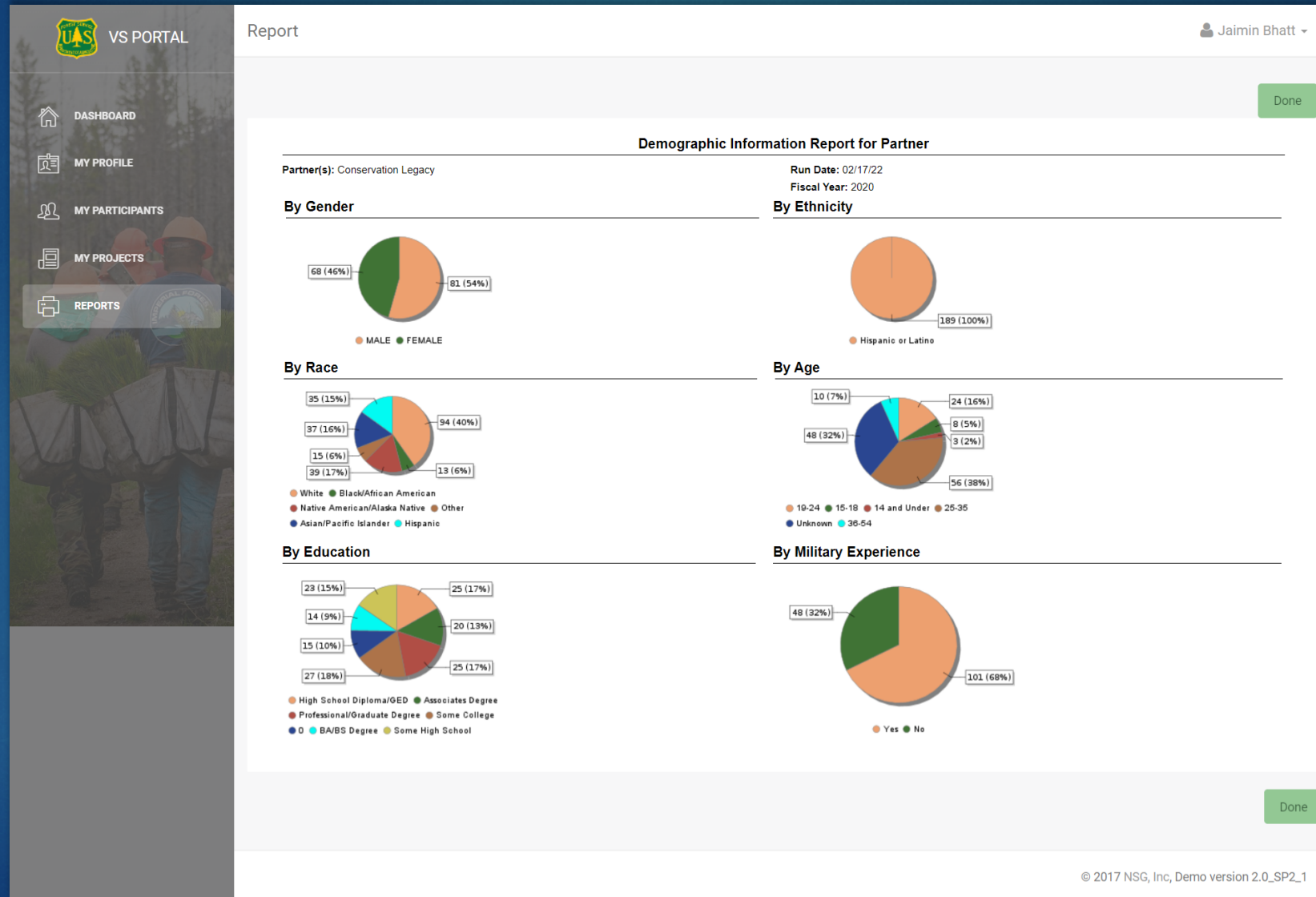
## Project Participants

 Associate Participant

LAST NAME	FIRST NAME	POSITION TYPE	FUNCTIONAL AREA	CERTIFICATE STATUS	CERTIFICATION COMPLETION DATE	HOURS WORKED	ACTION
White	Sand	Visitor services and site operations	Heritage facility projects	In progress Active		500	
Green	Tree	Education and interpretation	Education and Outreach	Complete Active	01/04/2020	260	
Purple	Mountains	Natural resources management	Education and Outreach	N/A Active		260	



# Demographics Report



# Questions & Answers

Email: [sm.fs.21csc@usda.gov](mailto:sm.fs.21csc@usda.gov)

Link: <https://www.fs.usda.gov/working-with-us/opportunities-for-young-people>