Organization/Agency:

Name of program:

Name/Title of Person Completing Report:

Please check one:

☐ #1: November, December 2016 (Due by January 31st, 2017)

☐ #2: January, February, March, April, May, June, July 2017 (Due by July 31, 2017)

***\*Final Invoices due by August 31, 2017\****

**1. Please detail your activities, for your evidenced based program, for this reporting period (workshops/trainings held, information distribution, etc…).**

|  |
| --- |
|  |

**2. How many parents of children age 8 and under have you served with this program during this reporting period? \_\_\_\_\_ How many had income below 200% of the federal poverty level? \_\_\_\_\_\_**

**3. How many children age 8 and under have been impacted by this program during this reporting period? (how many children age 8 and under do the parents you served have?)** \_\_\_\_\_

**How many had income below 200% of the federal poverty level? \_\_\_\_\_\_\_**

**4. Total amount of money allocated under the grant $\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Total amount of money spent to date $\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**All invoices must be received by August 31, 2017 to be considered for payment.**

**Invoices received after August 31, 2017 will not be paid.**

**Please save the completed report as a Word (.doc) and email to Kelly Sheppard at** [**kelly.sheppard@jcisd.org**](mailto:kelly.sheppard@jcisd.org)**. *No handwritten reports please.***

**Reporting periods cover the following dates:**

#1: November, December 2016 (report due no later than **January 31, 2017**)

#2: January, February, March, April, May, June, July 2017 (report due no later than **July 31, 2017**)

#3: Final invoices and End of Year report due no later than **August 31, 2017**.

\*It is suggested that funded programs set a target end date of ***July 31, 2017*** to ensure end of grant expenditures are submitted by the August 31, 2017 deadline and that numbers served are counted in the August 15, 2017 report to the State.\*