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**PROUD PARENTING ~**

**~ GRANT PROGRAM 2022**

**Quarterly Progress Report: Part A**

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| **Reporting Periods - Year 1**  *Check current period being reported* | | | |
| **Quarter 1**  Jan 1-March 31, 2022  *Due: May 27, 2022* | **Quarter 2**  April 1-June 30, 2022  *Due: August 15, 2022* | **Quarter 3**  July 1-Sept 31, 2022  *Due: Nov 15, 2022* | **Quarter 4**  Oct 1-Dec 31, 2022  *Due: Feb 15, 2023* |

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| **Grantee:** | **BSCC Grant Award Number:** |
| **Project Title:** | **Date:** |
| **Prepared by:** | **Phone:** |
| **Title:** | **Email:** |

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| **SUBMITTAL INFORMATION** |
| Please submit both Progress Report Part A & Part B via email to: [PP\_Grants@bscc.ca.gov](mailto:PP_Grants@bscc.ca.gov) |

**Do you require any technical assistance?** Yes No

If yes, please describe the type of technical assistance needed:

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| **SECTION 1: GENERAL PROJECT OVERVIEW** |

Please provide an update on your efforts in administering your project during the current reporting period identified above.

* 1. **Expenditure Status:**

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| --- | --- |
| 1. Proud Parenting Year 1 Award Amount - $ | |
| 1. Amount Invoiced-to-Date (Sum of Quarterly Invoices) | $ |
| 1. Percent of Award Invoiced to Date   (Amount above ÷ Award Amount) | % |
| 1. In relation to the Year 1 grant budget, are Proud Parenting Grant funds being expended as planned and on schedule? Yes No | |

If not, explain why, and describe the financial and programmatic actions/activities needed to come into compliance.

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* 1. **Project Inputs & Implementation**

Indicate the status of each of your project implementation activities below and provide a description of progress, accomplishments, and/or challenges your project has faced in the current reporting period. Use the definitions below to respond to each category or mark N/A for any activity that does not apply to your project.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Not Started**  Have not yet been able to focus on the project activity. | **Planning**  Have started preparations and plans to begin implementing activity. | **Implementation Started**  The project has initiated implementing this component but may not be fully developed and/or needs refinement. | **Complete / Established**  Project activity is fully in place or completed and supporting the project goals. | **N/A**  Does not apply to your project. |

1. **Partnerships.** Formal relationships between agencies, schools, and/or community organizations to support project goals.

Not Started Planning Implementation Complete / N/A

Started Established

Describe activities: >

1. **Staffing, Mentor, and/or Volunteers.** Hiring/securing people for positions needed to complete programming and services.

Not Started Planning Implementation Complete / N/A

Started Established

Describe activities: >

1. **Training.** Training provided to staff, and partners to support project goals.

Not Started Planning Implementation Complete / N/A

Started Established

Describe activities: >

1. **Outreach, Identification, Referral, and Enrollment Process.** Process for conducting outreach, identifying participants, referral process, and enrolling participants into project interventions/curriculum.

Not Started Planning Implementation Complete / N/A

Started Established

Describe activities: >

1. **Evidence-based Programming and/or Curriculum.** Intervention used based on strategies that are known to achieve positive outcomes. Should be trauma-informed and culturally responsive.

Not Started Planning Implementation Complete / N/A

Started Established

Describe activities and include evidence-based/promising practice source(s):

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1. **Data Collection/Evaluation.** Systematic and ongoing data collection to measure participation and evaluation measures.

Not Started Planning Implementation Complete / N/A

Started Established

Describe activities: >

1. **Quality Assurance.** Methods in place to ensure interventions are being delivered as intended, and with fidelity to the proposed model(s).

Not Started Planning Implementation Complete / N/A

Started Established

Describe activities: >

* 1. **Overall Project Highlights/Accomplishments**

Describe any overall project highlights and/or accomplishments that occurred during the current reporting period with your Proud Parenting Grant.

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* 1. **Overall Project Challenges**

Describe any overall project challenges that occurred during the current reporting period with your Proud Parenting Grant. What steps were implemented to address those challenges?

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**1.5 Other Comments, Observations, and/or Project Notables**

Provide any additional information concerning your Proud Parenting Grant.

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| **SECTION 2: GOALS AND OBJECTIVES** |

Enter the stated grant goals and objectives identified in your Grant Project Work Plan (identified within the application and grant agreement).

*These will be the same throughout your 3-Year grant cycle.*

There are three (3) questions for each goal/objective listed. Provide responses pertaining to the current reporting period.

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| **Goal 1: >**  **Objectives:** • (Objective 1a from RFP) >  • (Objective 1b from RFP) >  • (Objective 1c from RFP) >   1. **Describe progress towards the stated goal and objectives during the reporting period.**   >   1. **Describe any challenges towards the stated goal and objectives during the reporting period.**   >   1. **If applicable, what steps were implemented to address challenges.**   > |

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| **Goal 2: >**  **Objectives:** • (Objective 2a from RFP) >  • (Objective 2b from RFP) >  • (Objective 2c from RFP) >   1. **Describe progress towards the stated goal and objectives during the reporting period.**   >   1. **Describe any challenges towards the stated goal and objectives during the reporting period.**   >   1. **If applicable, what steps were implemented to address challenges.**   > |

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| **Goal 3: >**  **Objectives:** • (Objective 3a from RFP) >  • (Objective 3b from RFP) >  • (Objective 3c from RFP) >   1. **Describe progress towards the stated goal and objectives during the reporting period.**   >   1. **Describe any challenges towards the stated goal and objectives during the reporting period.**   >   1. **If applicable, what steps were implemented to address challenges.**   > |

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| **SECTION 4: RISK/NEEDS ASSESSMENTS** |

Section 4 asks questions related to the program’s use of assessments used for identifying a participant’s level of risk as well as their needs including the needs of their family/children, as applicable.

**4.1 Do you formally assess participants upon enrollment in your project?**

Yes No

**4.2 If yes, describe the assessment tool(s) used and how the results are used in case planning. If no, describe how a participant’s needs are determined and your process for placement into interventions specific to their needs.**

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**4.3 Project Activities and Case Management.** Select the activities that are elements of you project. Check all that apply.

|  |  |
| --- | --- |
| Academic support/tutoring | Career counseling/job readiness |
| Family planning | Individual/group counseling |
| Individual/group mentoring | Individual/family supportive services |
| Leadership/mentor training | Pro-social activities/recreational events |
| Life skills training | Skill building activities |
| Substance use awareness | Workshops |
| Other: > | |

Referrals/Linkages:

|  |  |
| --- | --- |
| To substance use services | To community-based support services |
| To mental health services | To other (describe): > |

**4.4 How does the grant project define “success” for participants completing the Proud Parenting program?** Define success using measurable milestones (e.g., completion of curriculum, amount of time in the program, certain pro-social activities completed, improvement in an outcome measure, etc.). Note: you will use this definition when identifying those participants who have successfully completed/exited your project.

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| **SECTION 5: CASE STUDY/ANECDOTAL INFORMATION** |

* 1. **Case Study/Anecdotal Information.** Case studies are often the most compelling evidence of the value of a program. Provide a brief description of a participant and/or a family enrolled in your project (e.g., age, gender, race, system-involvement history, etc.), challenges with engaging and/or serving the participant/family, and how the project is positively impacting them and their family.

*Do not identify participant by name.*

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