



CHATTAHOOCHEE VALLEY COMMUNITY COLLEGE

Title III Quarterly Progress Report Form Grant Period: October 1, 20XX - September 30, 20XX

ACTIVITY TITLE AND GOAL: STRATEGIES TO ENHANCE NEW STUDENT ENGAGEMENT (SENSE)

To increase student success, persistence, and graduation rates through a comprehensive framework for student success featuring Success Coaches, enhanced First-Year Experience, and support services for the highest-risk students as well as tutoring enhancements, increased career pathways focus, and early alert services to produce gains among all students.

Quarter Covered by this Report: October – December January – March April – June July - September

Section 1: Objective Status

Use the table below to report the status of **each** objective and sub-objective by duplicating the table as many times as necessary. Additionally, source documentation for all qualitative or quantitative data must be on file to support this report, i.e., attendance logs, surveys, raw data, and analyzed results.

Table 1: Objective Status

Objective:

Performance Indicator	
Anticipated Results	
Status of Objective	
Measurement Tool/Evidence	
Barriers (If applicable)	
Improvement Plan (If Applicable)	

Section 2: Program Implementation

Use the table below to convey programs or project implemented/engaged in during the reporting period. In the column for the objectives, please list the number that corresponds with your objectives in the previous section. Lastly, in the space below the table please provide a brief description of the program or project to include when the event took place, who was involved, the purpose, and the results.

Program or Project Implemented	Objective	Amount Spent

Description of Each Program/Project:

A large empty rectangular box provided for the user to enter a detailed description of each program or project, including when the event took place, who was involved, the purpose, and the results.

Section 3: Expenditures

Use the table below to show the expenditures of your activity during the reporting period. The total of these expenditures should total the amount of your Budget vs. Actual reports, and should include the information in Section 2: "Program Implementation". Additionally, please tie each expense to the related objective. In the column for the objectives, please list the number that corresponds with your objectives in the previous section. Note: Some expenses in this section are generic to your program and will not be tied to a specific project as above— i.e., salaries and fringe benefits.

Table 3

Expense Category	Amount	Objective
Personnel		
Fringe Benefits		
Travel		
Supplies		
Contractual		
Other		

Use Table 4 to give details regarding the specific expenditure categories listed. For the travel category, please include who traveled, where, and for what purpose. Please list all assets or software purchased, location of the asset, and the reason for the purchase. In the Consultants category, please list the name of the consultant, in what city they live, and the purpose for the expense. The description for the renovation category should state the purpose of the renovation.

Note: The total of these expenditures should total the amount listed in Table 3. Additionally, please tie each expense to the related objective. In the column for the objectives, please list the number that corresponds with your objectives in the previous section.

Table 4

Description/Purpose	Objective	Amount
Travel		
Software		
Facilitators		
Other		

Are you on target for spending grant funds? If yes, explain and indicate percentage of dollars spent to-date. If no, explain why funds are not being utilized for the project. Yes No

Section 4: Issues and Concerns

Please detail all issues and concerns that you may have. Please be specific as to the related objective of sub-objective. Attach additional sheets, if necessary.

Project Coordinator

Date

Project Director

Date

**Surveys, sign-sheets, and other evidence of activities are kept on file in the SENSE Department and available upon request.*