

Performance Progress Report Program Narrative and Indicators Instructions

**PERFORMANCE PROGRESS REPORT
PROGRAM NARRATIVE AND INDICATORS
TITLE V STATE SEXUAL RISK AVOIDANCE EDUCATION GRANT (SRAE)
PROGRAM**

Section B collects information about your specific grant program. Please complete any missing information that is currently available and update pre-filled data as necessary.

Program Indicators			
(1) Item	(2) Activity Description	(3) Indicator	(4) Explanation
B-01	Major activities and accomplishments during this period		
B-02	Describe any challenges related to the areas addressed in item B-01		
B-03	Significant Observations		
B-04	Organizational Issues		
B-05	Technical assistance and Training		
B-06	Activities planned for next reporting period		

SEXUAL RISK AVOIDANCE EDUCATION GRANT PROGRAM (SRAE) INSTRUCTIONS

Program Indicators		
B-01(4)	Major activities and accomplishments during this period	<p>Provide an update on the following:</p> <ol style="list-style-type: none"> a. Sub-awardees: Provide a description of the each sub-awardees' activities and accomplishments. b. Participants: Provide a description of activities related to recruitment, retention, and follow-up with program participants. c. Fidelity and Adaptations: Describe activities related to monitoring fidelity and provide a discussion of any adaptations to the curricula being implemented. d. Evaluation and Data Collection: Discuss any evaluation and data collection activities. e. Collaboration/Partners: Describe any new or established partnerships or collaborative efforts. f. Training: Describe any training activities for SRAE staff and sub-awardees' staff. g. Medical Accuracy and Age Appropriateness: Describe any applicable activities that ensure all curriculum and session materials are medically accurate and age appropriateness h. Service Linkages: Discuss service referrals and linkages made during the reporting period. i. Other Major Activities or Accomplishments
B-02(4)	Challenges	<p>Describe any deviations or departures from the original project plan including actual/anticipated delays in task completion dates, and unique problems encountered or expected. Use this report section to advise the Project Officer and Grants Management Specialist of resolution or actions taken to resolve the challenges presented during the reporting period. Report on challenges related to the following (if applicable):</p> <ol style="list-style-type: none"> a. Grantee/Sub-awardees b. Participants (i.e., recruitment and retention) c. Fidelity and Adaptations d. Evaluation and Data Collection e. Collaboration/Partners f. Training g. Medical Accuracy and Age Appropriateness h. Service Linkages i. Other
B-03(4)	Significant observations	<p>List the type and number of services accessed by target population, the number of youth serviced in each community, and other relevant project data. Include demographic information about youth (and parent/guardian) served. Describe any significant discrepancies between the number of youth targeted in your work plan to the actual number of youth served. Please list or chart information by sub-awardee and/or implementation site.</p>
B-04(4)	Organizational Issues	<p>Briefly describe any organizational (i.e., staffing and personnel, policy and procedures) and planning team issues that affected the management of the grant during the reporting period. Include a description/update of the staffing pattern for the SRAE program.</p>
B-05(4)	Technical Assistance and Training	<p>Describe any issues, functions, or processes that your organization needs addressed through technical assistance, training, national conferences, or on-site visits.</p>
B-06(4)	Activities planned for next reporting period	<p>Briefly describe.</p>

PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104-13) STATEMENT OF PUBLIC BURDEN:

Through this information collection, the Administration for Children and Families is gathering information about the proposed state's program to determine whether or not the application and State Plan meets the minimum requirements for the awards. The Performance Progress Report documents the grantee's progress, accomplishments, impact of the program, and compliance with the terms of the award.

Public reporting burden for this collection of information is estimated to average 16 hours per grantee response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. This collection of information is required to retain a benefit (42 U.S.C. § 710), as amended by Section 50502 (Pub. L. No. 115-123). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information subject to the requirements of the Paperwork Reduction Act of 1995, unless it displays a currently valid OMB control number. The OMB # is 0970-0XXX and the expiration date is XX/XX/XXXX. If you have any comments on this collection of information, please contact: XXXX.