

Citizenship and Integration Grant Program Quarterly Report

OMB Control Number: 1615-0140 Expiration Date: 01/31/2021

An agency may not conduct or sponsor an information collection, and a person is not required to respond to a collection of information, unless it displays a valid OMB Control Number. The public reporting burden for this after award report collection of information is 28 hours. This includes the time required for reviewing instructions and completing the form. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to U.S. Citizenship and Immigration Services, Regulatory Coordination Division, Office of Policy and Strategy, 20 Massachusetts Ave, NW, Washington, DC 20529-2140, OMB No. 1615-NEW. Do not mail your completed form to this address. Obligation to Respond: Required to Obtain Benefits.

I. Grant Information	
Organization:	
Sub-Awardee Organization:	
Name of Person Completing Report:	
Quarter:	
Date:	

II. Goals		
Have you met your quarterly target for your core goals? (You can find your goals in your Program Goals Chart.)		
Yes	No	Core Goals
<input type="checkbox"/>	<input type="checkbox"/>	1. Number of newly enrolled non-duplicated LPRs to enroll in citizenship instruction classes
<input type="checkbox"/>	<input type="checkbox"/>	2. Number of LPRs for whom you provide naturalization eligibility screening
<input type="checkbox"/>	<input type="checkbox"/>	3. Number of LPRS for whom you prepare and submit Form N-400 with Form G-28
If you did not meet one or more of your goals, describe actions you have taken to improve performance and how you plan to meet your goals in the future:		

III. Accomplishments and Challenges			
Identify specific accomplishments and challenges during the quarter. Place a checkmark in the appropriate column and then provide an explanation of the accomplishment or challenge. You do not need a checkmark for each topic; choose the most relevant topics for this quarter.			
Topics	Accomplishments	Challenges	Explanation
Citizenship Instruction			

Student recruitment	<input type="checkbox"/>	<input type="checkbox"/>	
Student retention	<input type="checkbox"/>	<input type="checkbox"/>	
Student assessment	<input type="checkbox"/>	<input type="checkbox"/>	
Student improvement	<input type="checkbox"/>	<input type="checkbox"/>	
Curriculum development	<input type="checkbox"/>	<input type="checkbox"/>	
Managing different student levels	<input type="checkbox"/>	<input type="checkbox"/>	
Citizenship instruction	<input type="checkbox"/>	<input type="checkbox"/>	
Development of citizenship materials (Please attach any new resources)	<input type="checkbox"/>	<input type="checkbox"/>	
Following up with students on naturalization outcomes	<input type="checkbox"/>	<input type="checkbox"/>	
Special events (field trips, USCIS visit, celebrations, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	
Other citizenship instruction topic	<input type="checkbox"/>	<input type="checkbox"/>	
Naturalization Application Services			
Client recruitment	<input type="checkbox"/>	<input type="checkbox"/>	
Client intake	<input type="checkbox"/>	<input type="checkbox"/>	
Client eligibility for naturalization	<input type="checkbox"/>	<input type="checkbox"/>	
Naturalization application preparation and filing	<input type="checkbox"/>	<input type="checkbox"/>	
Complex naturalization cases	<input type="checkbox"/>	<input type="checkbox"/>	
BIA recognition and accreditation	<input type="checkbox"/>	<input type="checkbox"/>	

Following up with clients on naturalization outcomes	<input type="checkbox"/>	<input type="checkbox"/>	
Special events (info sessions, workshops, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	
Other naturalization application services topic	<input type="checkbox"/>	<input type="checkbox"/>	
Personnel			
Hiring new staff	<input type="checkbox"/>	<input type="checkbox"/>	
Staff turnover	<input type="checkbox"/>	<input type="checkbox"/>	
Staff training/development	<input type="checkbox"/>	<input type="checkbox"/>	
Volunteer recruitment, retention, placement	<input type="checkbox"/>	<input type="checkbox"/>	
Other personnel topic	<input type="checkbox"/>	<input type="checkbox"/>	
Program Administration			
Outreach and advertising	<input type="checkbox"/>	<input type="checkbox"/>	
Partnerships	<input type="checkbox"/>	<input type="checkbox"/>	
Budget	<input type="checkbox"/>	<input type="checkbox"/>	
Data management and reporting	<input type="checkbox"/>	<input type="checkbox"/>	
Library initiatives	<input type="checkbox"/>	<input type="checkbox"/>	
Press about the grant program	<input type="checkbox"/>	<input type="checkbox"/>	
Other topics	<input type="checkbox"/>	<input type="checkbox"/>	

IV. Staff Changes

Have you made any staff changes during the quarter?

Yes

No

If yes, please explain:

V. BIA Recognition and Accreditation

Indicate your progress towards BIA recognition and/or accreditation. Place a checkmark next to the appropriate response, and provide additional detail if requested.

Received BIA recognition/accreditation during the quarter. Provide employee name, title, and date accreditation expires:

Renewed BIA accreditation during the quarter. Provide employee name, title, and date accreditation expires:

Pursuing BIA recognition/accreditation. Describe progress made during the quarter:

Already BIA recognized and accredited. No changes to report.

N/A, only attorneys provide naturalization application services.

FY 2014 Individuals Served Data Table

GranteeOrgName	Quarter	AlienNumber	CountryofBirth	DateEnrolled	ClassNumber	ClassLevel	HoursInClass	PrePostTestUsed	PreTestScore	PostTestScore
----------------	---------	-------------	----------------	--------------	-------------	------------	--------------	-----------------	--------------	---------------

FY 2014 Individuals Served Data Table

DateScreenedbyGrantee	PreviouslyFiledN400	DateN400FiledbyGrantee	DateG28FiledbyGrantee	N648FiledbyGrantee	FeeWaiverFiledbyGrantee	DateRFERespFiledbyGrantee	GranteeLegalRepatInterview	Date1stNatzTestPassed	Date1stNatzTestFailed	Date2ndNatzTestPassed	Date2ndNatzTestFailed
-----------------------	---------------------	------------------------	-----------------------	--------------------	-------------------------	---------------------------	----------------------------	-----------------------	-----------------------	-----------------------	-----------------------

FY 2014 Individuals Served Data Table

DateOathTaken

