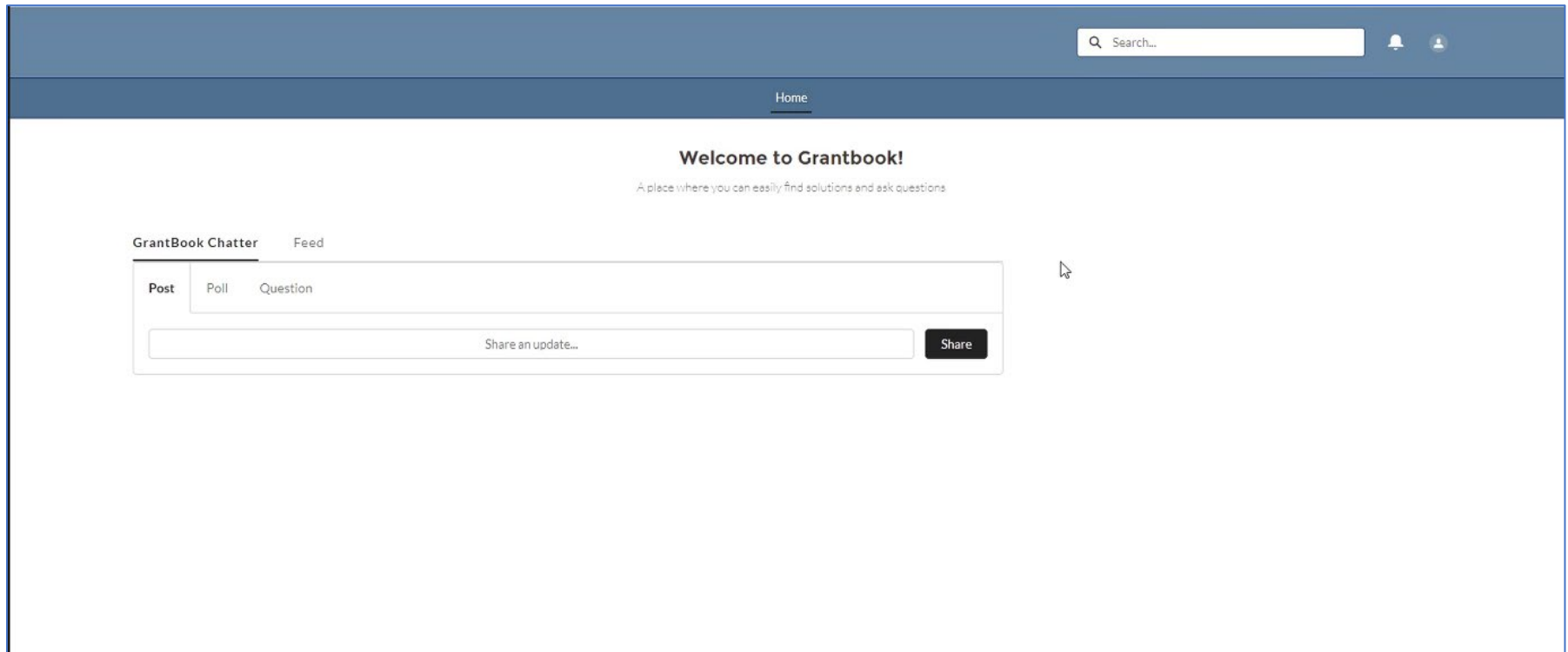


# Citizenship and Integration Grant Program Screenshots

## **Section 1: All four grant programs include the following questions in quarterly reporting**

Screenshot 1: Welcome



# Citizenship and Integration Grant Program Screenshots

Screenshot 2: Select grant

The screenshot shows a web application interface for managing grants. At the top, there is a navigation bar with a search box and a user profile icon. Below the navigation bar, there are tabs for Home, Chatter, Accounts, Contacts, Service Items, and Grants. The Grants tab is active. The main content area shows a list of grants. The list has a header with columns: Grant Number, Grant Name, Grant Award Year, Grant End Year, and Account Name. There is a search box and a 'Printable View' button. The list contains one item: Grant Number 0003001, Grant Name OOC Grant, Grant Award Year 2023, Grant End Year 2025, and Account Name OOC Test.

Grant Number	Grant Name	Grant Award Year	Grant End Year	Account Name
0003001	OOC Grant	2023	2025	OOC Test

Screenshot 3: Individual Grant Screen, details tab

The screenshot shows the details view for a specific grant. At the top, there is a navigation bar with a search box and a user profile icon. Below the navigation bar, there are tabs for Home, Chatter, Accounts, Contacts, Service Items, and Grants. The Grants tab is active. The main content area shows the details for Grant 0003001. There are two tabs: DETAILS (selected) and RELATED. The DETAILS tab shows the following information:

- Grant Organization Information**
  - Account Name: [OOO Test](#)
  - Account Description: \_\_\_\_\_
- Grant Organization**
  - Grant Name: [OOO Grant](#)
  - Grant Number: 0003001
  - Grant Award Year: 2023
  - Grant End Year: 2025
- System Information**
  - Created By: [Tyrone McElrath](#), 1/10/2023 9:53 AM
  - Last Modified By: [Tyrone McElrath](#), 1/10/2023 9:54 AM

Chatter isn't enabled or the user doesn't have Chatter access.

# Citizenship and Integration Grant Program Screenshots

Screenshot 4: Select Related tab

The screenshot displays a Salesforce interface for a record titled "Grant 0003001". The navigation bar includes "Home", "Chatter", "Accounts", "Contacts", "Service Items", and "Grants". A search bar and notification icons are in the top right. The "RELATED" tab is selected, showing three sections: "Open Activities (0)", "Activity History (0)", and "Quarterly Performance Reports (1)". The "Quarterly Performance Reports" section contains a table with one row: "Test report" (Q1, 2023, Draft). A "New" button is next to the section header, and a "View All" link is at the bottom right. A "Printable View" button is in the top right. A message states: "Chatter isn't enabled or the user doesn't have Chatter access."

Grant 0003001 Printable View

DETAILS **RELATED**

Open Activities (0)

Activity History (0)

Quarterly Performance Reports (1) New

Quarterly Performance Re...	Quarter	Grant Award Year	Status
<a href="#">Test report</a>	Q1	2023	Draft

View All

Chatter isn't enabled or the user doesn't have Chatter access.

# Citizenship and Integration Grant Program Screenshots

Screenshot 5: Select Quarterly Performance Report (QPR)

The screenshot displays a Salesforce record for 'Grant 0003001'. The top navigation bar includes a search field and navigation links for Home, Chatter, Accounts, Contacts, Service Items, and Grants. A 'Printable View' button is located in the top right corner. The main content area is divided into 'DETAILS' and 'RELATED' sections. The 'RELATED' section contains three items: 'Open Activities (0)', 'Activity History (0)', and 'Quarterly Performance Reports (1)'. The 'Quarterly Performance Reports (1)' item is expanded, showing a table with one entry: 'Test report'. The table has columns for 'Year' and 'Status'. The 'Status' for 'Test report' is 'Draft'. A 'View All' link is visible at the bottom right of the table. A message on the right side of the page states: 'Chatter isn't enabled or the user doesn't have Chatter access.'

Quarterly Per	Year	Status
Test report		Draft

# Citizenship and Integration Grant Program Screenshots

Screenshot 6: Details tab of the QPR – enter data fields

Quarterly Performance Report  
Test report

Home Chatter Accounts Contacts Service Items Grants

+ Follow Edit Clone Change Record Type

DETAILS RELATED

> Submit For Approval Validator

Information

Quarterly Performance Report  
Test report

Account Name  
OOC Test

Grant Number  
0003001

Status  
Draft

Date of Report Completion

Approval Complete  
No

Grant Class  
0

Goals

Did You Meet Your Quarterly Goals

Class Enrollment Goal Met

Grant Award Year  
2023

Grant End Year  
2025

Quarter  
Q1

Sub-Awardee Organization Name

Name of Person Completing Report  
Alexander Ramos

Performance Improvement Actions/Plans

Post Poll Question

Share an update... Share

Search this feed...

STARS System User (U.S. Citizenship and Immigration Services)  
January 10, 2023 at 2:45 PM

The Program Officer related to this Service Item is currently out of office.  
(test M365 occ internal user) OOO message: "Hello! I am Out Of Office cowboy".  
If an immediate answer is required go to the email address provided.  
citizenshipgrantprogram@uscis.dhs.gov

Like Comment

Write a comment...

Alexander Ramos (Customer)  
January 10, 2023 at 2:45 PM

Testing @test M365 occ internal user (U.S. Citizenship and Immigration Services)

Like Comment

Write a comment...

STARS System User (U.S. Citizenship and Immigration Services)

# Citizenship and Integration Grant Program Screenshots

Screenshot 7: Details tab of the QPR, continued – enter data fields

The screenshot displays a web application interface for the Citizenship and Integration Grant Program. At the top, there is a navigation bar with a search field and notification icons. Below the navigation bar, a horizontal menu contains tabs for Home, Chatter, Accounts, Contacts, Service Items, and Grants. The main content area is divided into two columns. The left column contains several data entry fields, each with a title and a checkbox: 'N-400 and G-28 Submission Goal Met', 'Accomplishments and Challenges', 'Personnel', 'Staff Changes Made', 'DOJ Recognition and Accreditation', 'DOJ Recognition/Accreditation Received', 'DOJ Accreditation Renewed', 'DOJ Recognition/Accreditation Pursued', 'Only Attorneys Provide Natz App Services', and 'Already DOJ Recognized/Accredited'. The right column contains a comment section with a text area for 'Staff Changes Explanation', 'Explanation of DOJ Changes', and 'System Information'. Below the text areas are three comment entries, each with a user profile picture, name, and timestamp. The first comment is by Alexander Ramos (Customer) on January 10, 2023 at 1:18 PM. The second comment is by STARS System User (U.S. Citizenship and Immigration Services) on January 10, 2023 at 10:20 AM. The third comment is by Alexander Ramos (Customer) on January 10, 2023 at 10:20 AM. Each comment entry includes a 'Like' button, a 'Comment' button, and a 'Write a comment...' text input field. The bottom of the page shows the 'Created By' and 'Last Modified By' information, both attributed to Tyrone McElrath on 1/10/2023 9:55 AM.

Search...

Home Chatter Accounts Contacts Service Items Grants

N-400 and G-28 Submission Goal Met

> Accomplishments and Challenges

Personnel

Staff Changes Made

DOJ Recognition and Accreditation

DOJ Recognition/Accreditation Received

DOJ Accreditation Renewed

DOJ Recognition/Accreditation Pursued

Only Attorneys Provide Natz App Services

Already DOJ Recognized/Accredited

System Information

Created By  
Tyrone McElrath, 1/10/2023 9:55 AM

Owner  
Tyrone McElrath

Staff Changes Explanation

Explanation of DOJ Changes

Last Modified By  
Tyrone McElrath, 1/10/2023 9:55 AM

The Program Officer related to this Service Item is currently out of office. (test M365 occ internal user) OOO message: "Hello! I am Out Of Office cowboy". If an immediate answer is required go to the email address provided. citizenshipgrantprogram@uscis.dhs.gov

Like Comment

Write a comment...

Alexander Ramos (Customer)  
January 10, 2023 at 1:18 PM

@test M365 occ internal user (U.S. Citizenship and Immigration Services) please add

Like Comment

Write a comment...

STARS System User (U.S. Citizenship and Immigration Services)  
January 10, 2023 at 10:20 AM

The Program Officer related to this Service Item is currently out of office. (test M365 occ internal user) OOO message: "Hello! I am Out Of Office cowboy". If an immediate answer is required go to the email address provided. citizenshipgrantprogram@uscis.dhs.gov

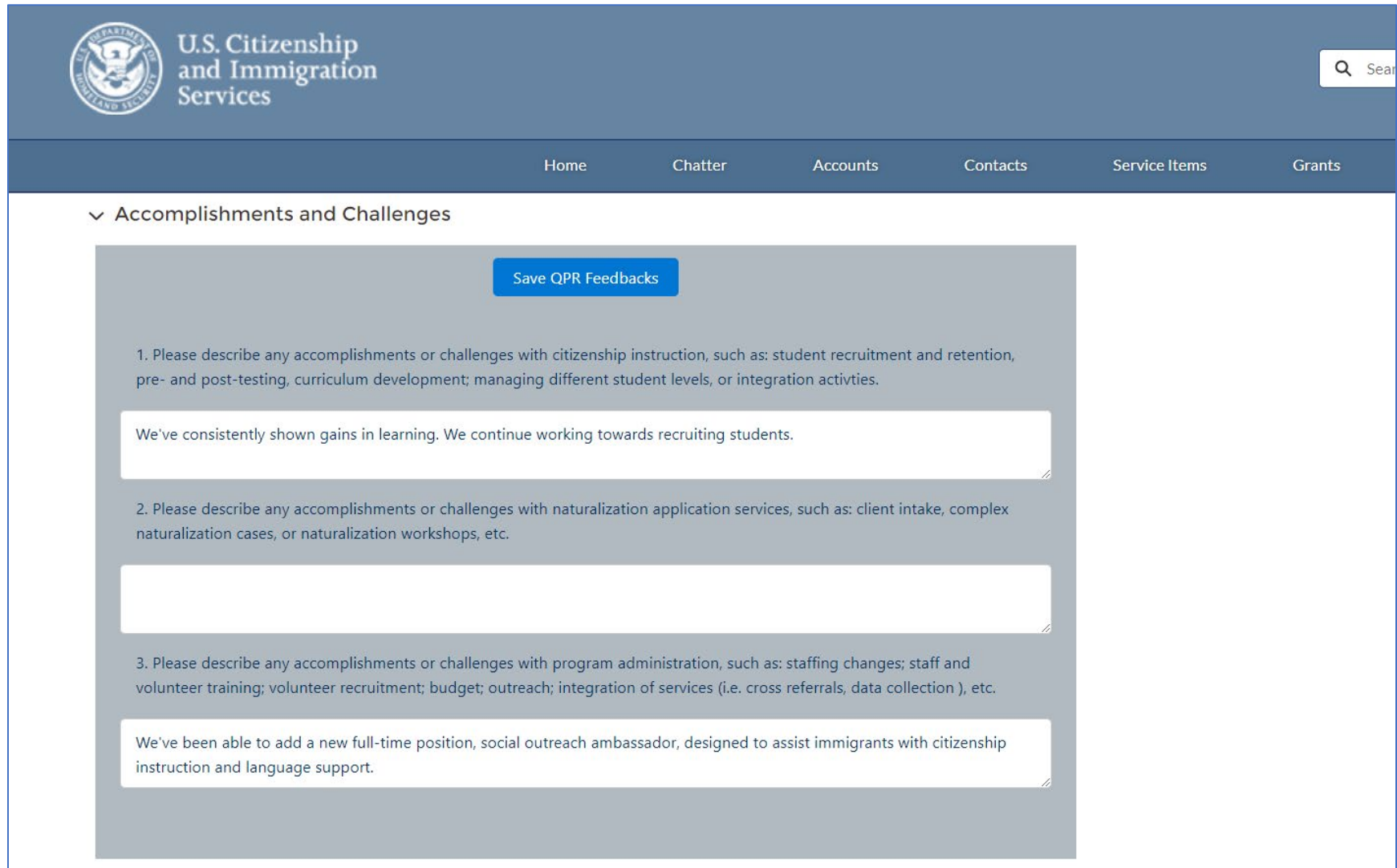
Like Comment


Write a comment...

Alexander Ramos (Customer)  
January 10, 2023 at 10:20 AM

# Citizenship and Integration Grant Program Screenshots

Screenshot 8: Details tab of the QPR, continued - Enter Accomplishments and Challenges



 U.S. Citizenship and Immigration Services

Home Chatter Accounts Contacts Service Items Grants

▼ Accomplishments and Challenges

[Save QPR Feedbacks](#)

1. Please describe any accomplishments or challenges with citizenship instruction, such as: student recruitment and retention, pre- and post-testing, curriculum development; managing different student levels, or integration activities.

We've consistently shown gains in learning. We continue working towards recruiting students.

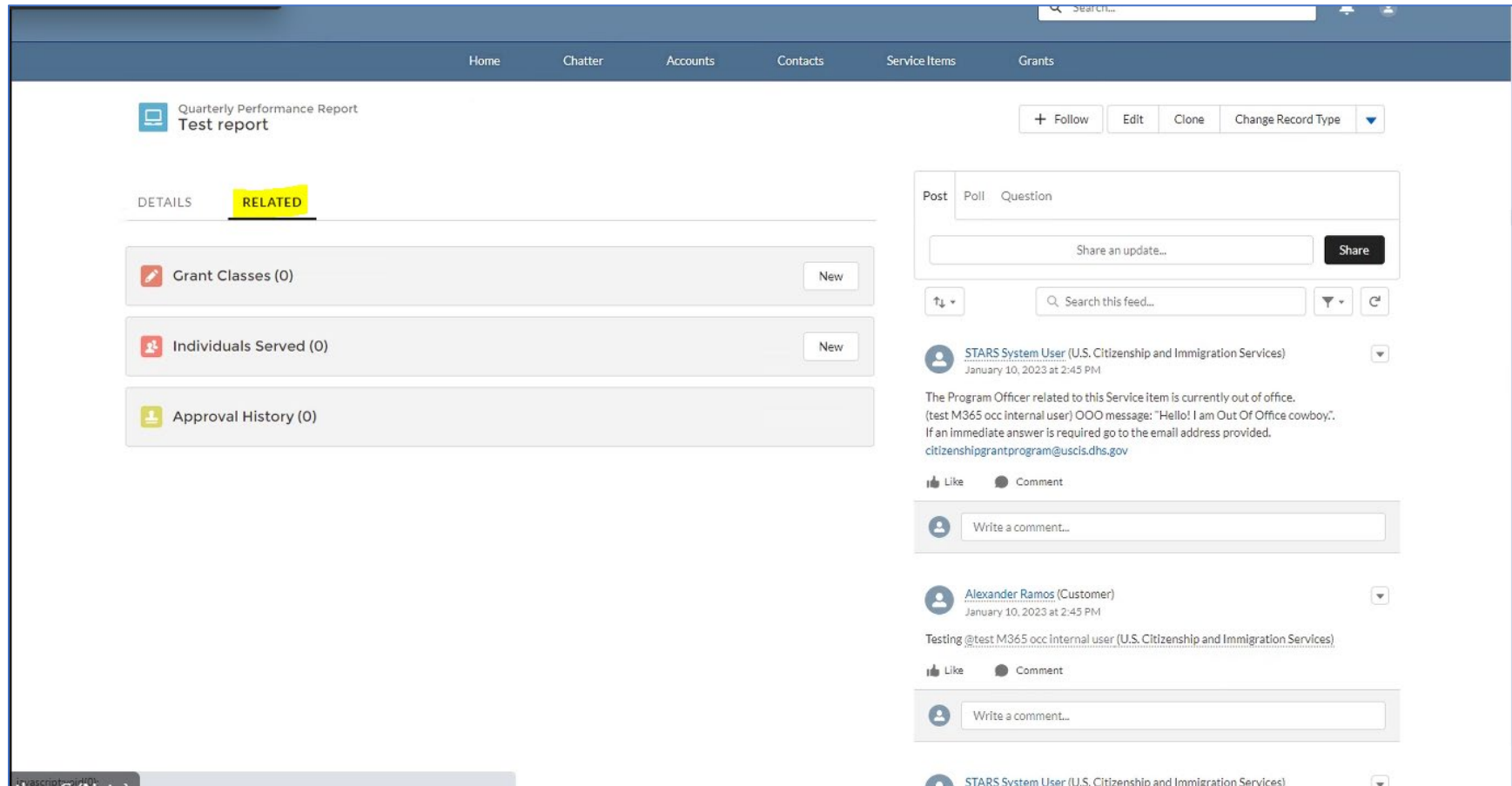
2. Please describe any accomplishments or challenges with naturalization application services, such as: client intake, complex naturalization cases, or naturalization workshops, etc.

3. Please describe any accomplishments or challenges with program administration, such as: staffing changes; staff and volunteer training; volunteer recruitment; budget; outreach; integration of services (i.e. cross referrals, data collection ), etc.

We've been able to add a new full-time position, social outreach ambassador, designed to assist immigrants with citizenship instruction and language support.

# Citizenship and Integration Grant Program Screenshots

Screenshot 8: Related Tab - New Grant Classes and Individuals Served





# Citizenship and Integration Grant Program Screenshots

Screenshot 10: Select "New" to enter grant class information

The screenshot displays a Microsoft Dynamics 365 interface for a record titled "Quarterly Performance Report Test report". The navigation bar at the top includes "Home", "Chatter", "Accounts", "Contacts", "Service Items", and "Grants". The record header shows "Test report" with options to "Follow", "Edit", "Clone", and "Change Record Type".

Under the "RELATED" tab, there are three sections:

- Grant Classes (0)**: A section with a red pencil icon and a yellow "New" button highlighted by a callout.
- Individuals Served (0)**: A section with a red person icon and a "New" button.
- Approval History (0)**: A section with a yellow person icon.

On the right side, there is a "Post" section with a "Share an update..." input field and a "Share" button. Below this is a search bar "Search this feed...". A post from "STARS System User (U.S. Citizenship and Immigration Services)" dated "January 10, 2023 at 2:45 PM" contains the text: "The Program Officer related to this Service Item is currently out of office. (test M365 occ internal user) OOO message: 'Hello! I am Out Of Office cowboy.'. If an immediate answer is required go to the email address provided. citizenshipgrantprogram@uscis.dhs.gov". Below the post are "Like" and "Comment" buttons, and a "Write a comment..." input field.

# Citizenship and Integration Grant Program Screenshots

Screenshot 11: Enter Grant Class Data

### New Grant Class

**Information**

Account Name

Date Class Started

\* Quarterly Performance Report

\* Class Name

Class Number

Class Level

Name of Instructor(s)

Number of Aids/Tutors

Date Class Ended

Schedule (Start Time)

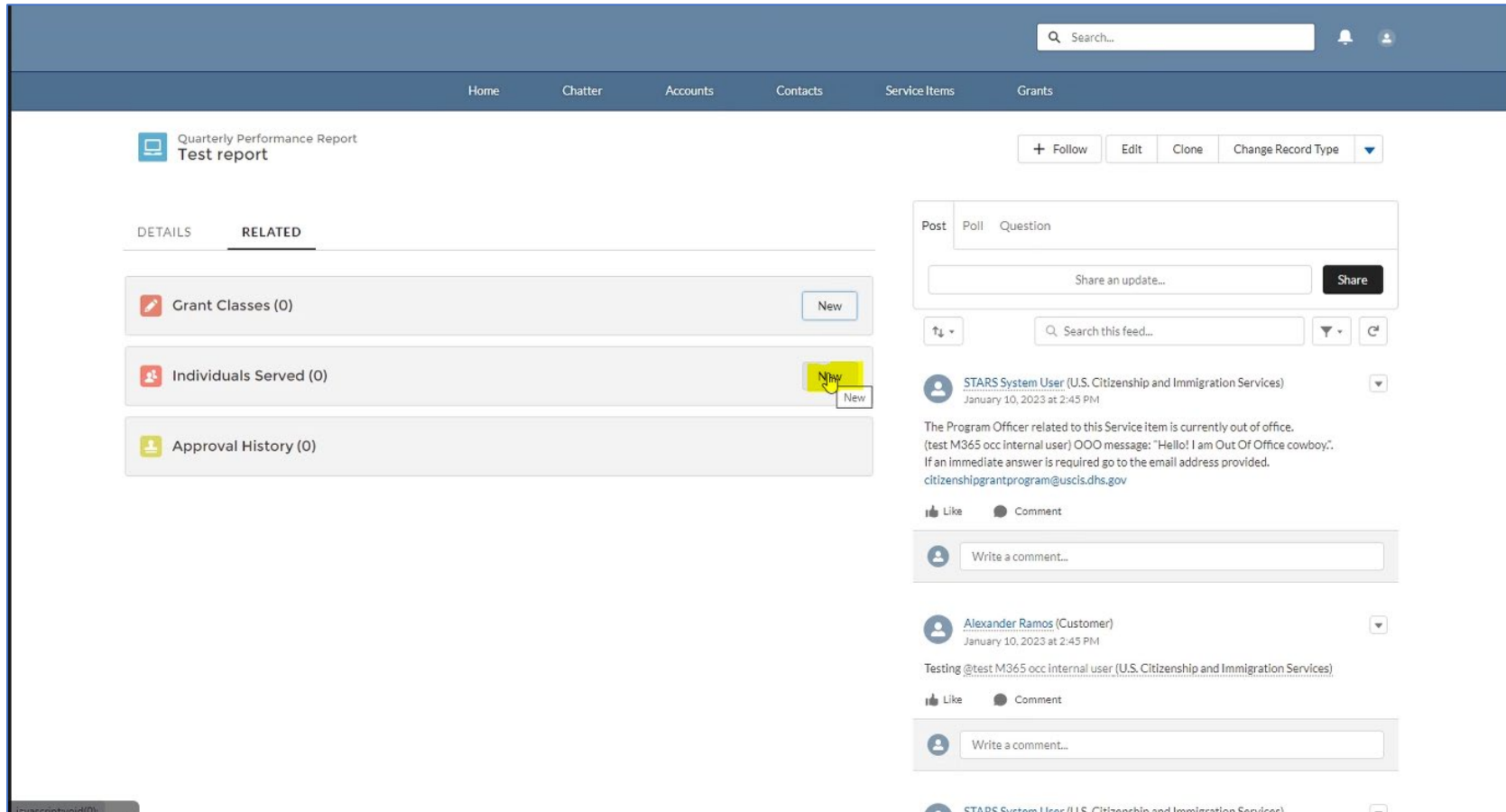
# of Class Hours per Week

# of Weeks per Class Cycle

Total Enrolled Students

# Citizenship and Integration Grant Program Screenshots

Screenshot 12: New Individual Served – select “New” to enter



# Citizenship and Integration Grant Program Screenshots

Screenshot 13: New Individual Served (1 of 2) – enter data

**New Individual Served: OoC CINAS Individual Served**

**Permanent Resident and QPR General Information**

\* Quarterly Performance Report:  Account Name:

To remove the selected record, press Backspace or Del.

Individual Served Number:

\* Alien Number:

\* Country of Birth:

**Class Activity**

Date Enrolled:

Class Number:

Class Level:

Hours in Class:

Test Used:

Pre-Test Score:

Post-Test Score:

**Legal Activity**

# Citizenship and Integration Grant Program Screenshots

Screenshot 14: New Individual Served (2 of 2) – enter data

**New Individual Served: OoC CINAS Individual Served**

Class Level: --None--

Hours in Class:

**Legal Activity**

Date Screened by Grantee:

Date N-400 Filed by Grantee:

Date G-28 Filed by Grantee:

Date RFE Response Filed by Grantee:

Fee Waiver Filed by Grantee:

Previously Filed N-400:

Grantee Legal Rep at Interview:

N-648 Filed by Grantee:

**Naturalization Test and Oath**

Date First Naturalization Test Passed:

Date Second Naturalization Test Passed:

Date Oath Taken:

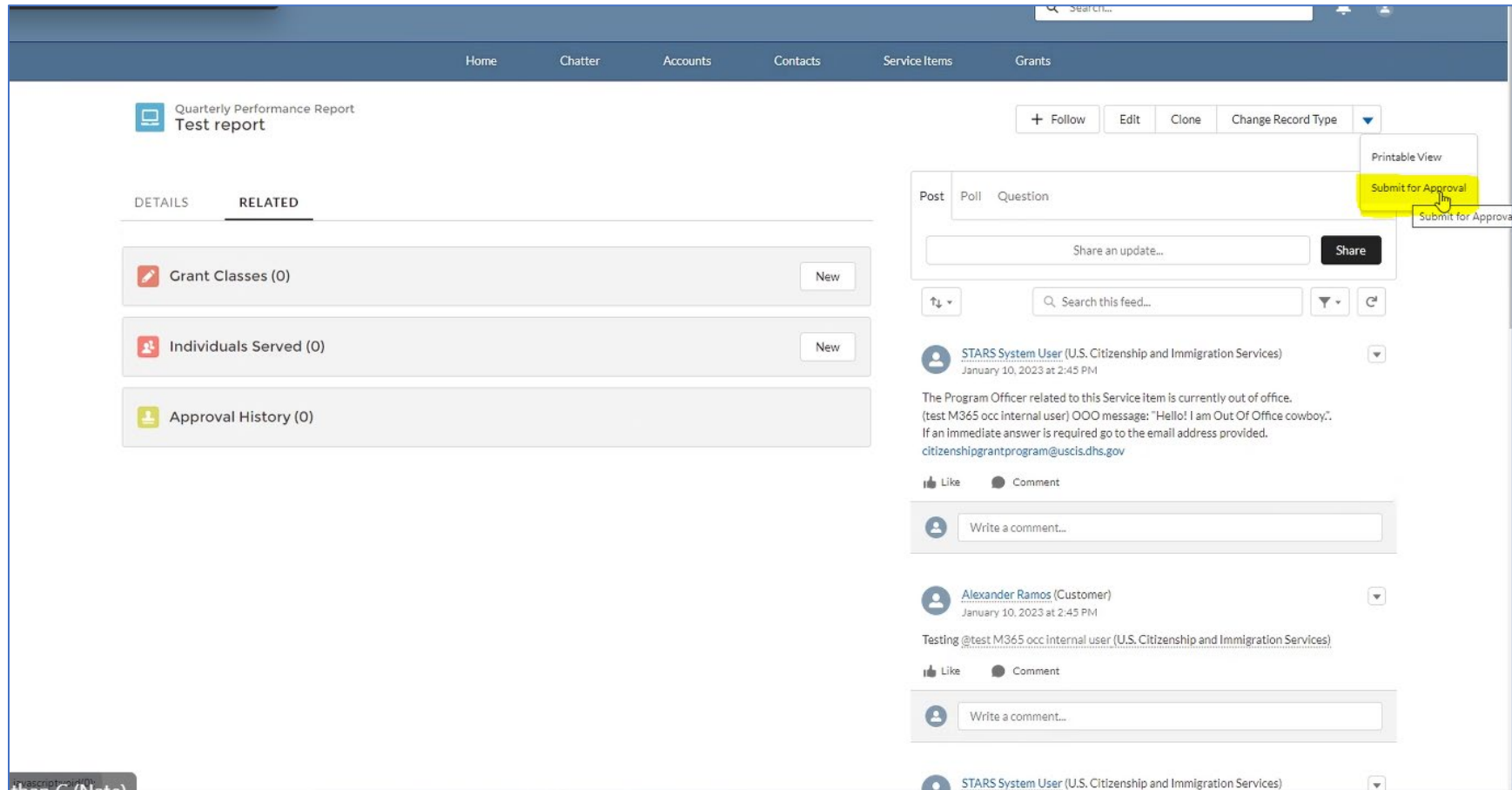
Date First Naturalization Test Failed:

Date Second Naturalization Test Failed:

Buttons: Cancel, Save & New, Save

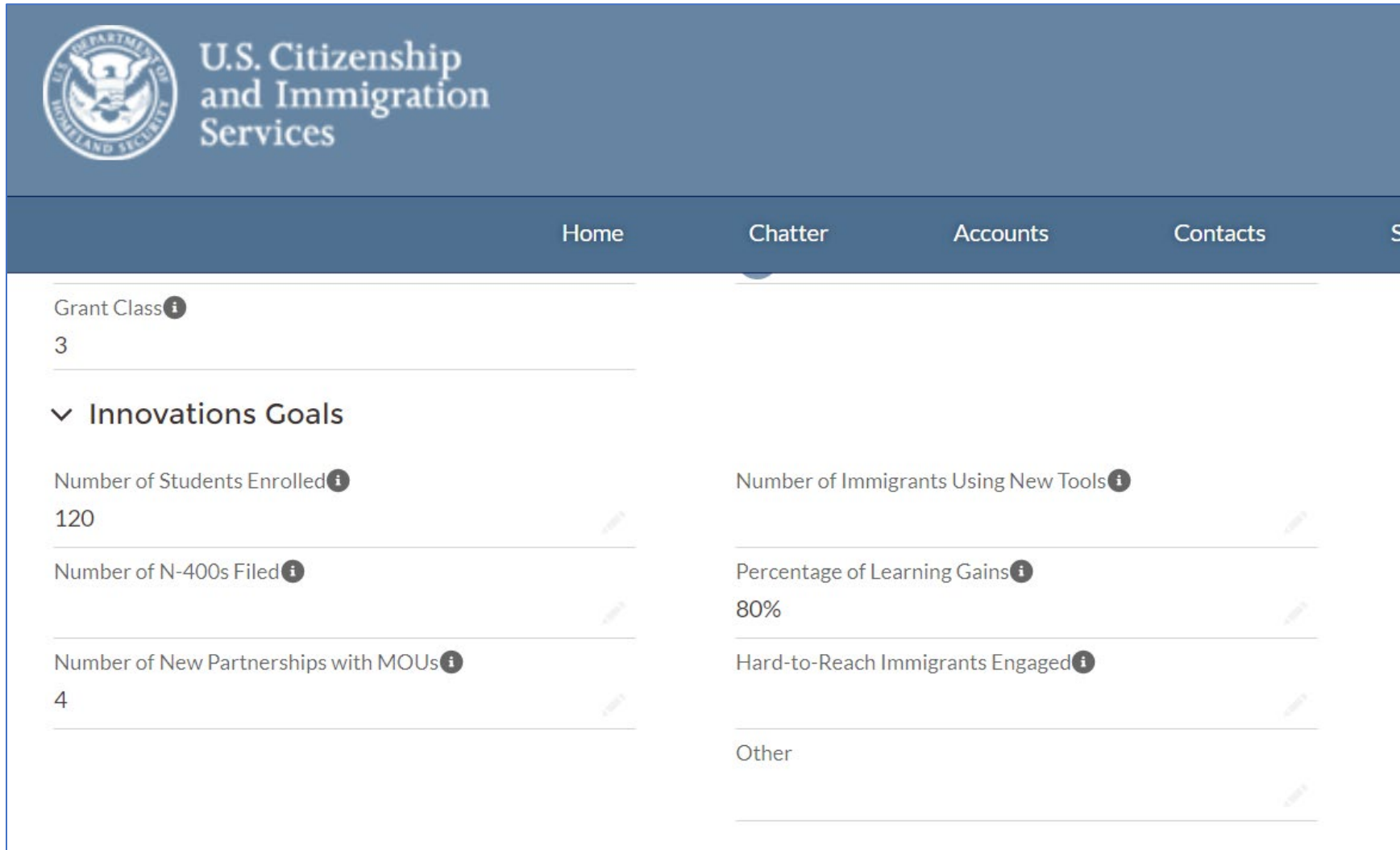
# Citizenship and Integration Grant Program Screenshots

Screenshot 15: Approval History – submit button in upper right corner



# Citizenship and Integration Grant Program Screenshots

## Section 2: Additional Data Requested from Innovations Grantees



The screenshot displays the U.S. Citizenship and Immigration Services (USCIS) portal interface. At the top left is the USCIS logo, featuring an eagle with a shield, surrounded by the text "U.S. DEPARTMENT OF HOMELAND SECURITY" and "U.S. Citizenship and Immigration Services". To the right of the logo is the text "U.S. Citizenship and Immigration Services". Below the header is a navigation bar with the following menu items: "Home", "Chatter", "Accounts", "Contacts", and "S". The main content area is divided into two columns. The left column contains a "Grant Class" field with a value of "3" and an information icon. Below this is a section titled "Innovations Goals" with a downward arrow. Under "Innovations Goals", there are four data points: "Number of Students Enrolled" (120), "Number of N-400s Filed" (blank), "Number of New Partnerships with MOUs" (4), and "Number of Immigrants Using New Tools" (blank). The right column contains three data points: "Number of Immigrants Using New Tools" (blank), "Percentage of Learning Gains" (80%), and "Hard-to-Reach Immigrants Engaged" (blank). Each data point has an information icon and a pencil icon for editing.

Field	Value
Grant Class	3
<b>▼ Innovations Goals</b>	
Number of Students Enrolled	120
Number of N-400s Filed	
Number of New Partnerships with MOUs	4
Number of Immigrants Using New Tools	
Percentage of Learning Gains	80%
Hard-to-Reach Immigrants Engaged	
Other	

## Citizenship and Integration Grant Program Screenshots

### Section 3: Additional Data Requested from CARING Grantees

#### ∨ Goals

Did You Meet Your Quarterly Goals ⓘ

---

Class Enrollment Goal Met ⓘ

---

Naturalization Elig Screenings Goals Met ⓘ

---

N-400 and G-28 Submission Goal Met ⓘ

---

Performance Improvement Actions/Plans ⓘ

---

Integration Plan Progress

---

#### ∨ Accomplishments and Challenges

Save QPR Feedbacks



## Citizenship and Integration Grant Program Screenshots

### New Individual Served: OoC CARING Individual Served

---

#### Naturalization Test and Oath

Date First Naturalization Test Passed ⓘ	Date First Naturalization Test Failed ⓘ
<input type="text"/>	<input type="text"/>
Date Second Naturalization Test Passed ⓘ	Date Second Naturalization Test Failed ⓘ
<input type="text"/>	<input type="text"/>
Date Oath Taken ⓘ	
<input type="text"/>	

#### Integration Plan

Date Integration Plan Developed ⓘ

Cancel Save & New Save

## Citizenship and Integration Grant Program Screenshots


### Section 4: Additional Data Requested from HUB Grantees

### New Stakeholder Engagements: OoC HUB



---

#### Information

\* Stakeholder Engagements Name Owner




Quarterly Performance Report

  ×

Number of Participants i

Date of Engagement i



Cancel Save & New Save