**Organization:**

**Grant Type, Grant ID #:**

**Start/End Date:**

1. **Outcomes Report**

**Expenditures**

See your Budget for “Planned” data. Obtain “Actual” data from your Final FSR/RPR.

*(Cost Categories may vary by grant. Add/Remove Cost Categories as needed)*

|  |  |  |
| --- | --- | --- |
| **Cost Category** | **Planned****(From the beginning of the grant to the end)** | **Actual****(From the beginning of the grant to the end)** |
| Administrative Costs | $       | $       |
| Direct Services | $       | $       |
| Direct Customer Training | $       | $       |
| Support Services | $       | $       |
| *Grant Specific Cost Category As Needed* | $       | $       |
| Total | $       | $       |

**Work Plan Outcomes**

See your Work Plan for “Planned” data, Workforce One for final “Actual” data. **Outcomes/data not entered in Workforce One does not count in final performance reports.**

*(Outcomes may vary by grant. Add/Remove Outcome rows as needed)*

|  |  |  |
| --- | --- | --- |
|  | **Planned****(From the beginning of the grant to the end)**  | **Actual****(From the beginning of the grant to the end)**  |
| Total Participants |       |       |
| Total Exits to Employment |       |       |
| Total Credentials Obtained |       |       |
| *Enter Grant Specific Outcome As Needed* |       |       |
| *Enter Grant Specific Outcome As Needed* |       |       |

If Expenditures and/or Participant Outcomes did not meet (plus or minus 15%) planned outcomes, please explain.

1. **Narrative Report**
2. Describe 2-3 key “successes” for the grant. Did your organization achieve its planned objectives with this funding?

1. Did your grant/organization encounter any unforeseen challenges that made it difficult to achieve your outcomes as proposed? If so, please describe.

1. What strategies did you develop to address these challenges, if applicable?

1. What resources would be the most helpful to provide in any future grant programs?

1. Are all the participants in this grant exited or transferred from the associated funding streams in Workforce One? If not, what plan do you have in place to exit them within 45 days of grant end date?

1. Are there any corrective actions or reports from Grant Monitoring that need to be completed? If not yet complete, what is your strategy to have them resolved within 45 days of grant end date?

1. Please provide any other feedback that may be useful in the design and delivery of future DEED programs.

|  |  |  |
| --- | --- | --- |
|       |  |       |
| Enter Your Name  |  | Enter Your Title |
| Sign here |  |       |
| Signature |  | Date |