

Scholarships

of GED scholarships awarded _____ Funds raised/donated for GED scholarships \$ _____

of post-secondary scholarships awarded _____ Funds raised/donated for p/s scholarships \$ _____

Other scholarships awarded: (please identify scholarship and amount awarded) _____

Funds raised/donated for additional scholarships noted in “other” above \$ _____

Volunteers (not counted in Tutoring section below)

of volunteers _____

of volunteer hours _____

of volunteer trainings conducted _____ # of volunteers trained _____

Other or details/comments on any of above _____

Tutoring (not counted in Volunteer section above)

of tutors _____

of tutor hours _____

of tutor trainings conducted _____ # of tutors trained _____

Other or details/comments on any of above _____

Dictionary/Thesaurus Projects

of dictionaries distributed to 3rd graders (The Dictionary Project) _____

of dictionaries distributed to adult education students _____

of thesauruses distributed to 9th graders _____ to adult education students _____

Funds raised/donated for Dictionary and/or Thesaurus Project(s) \$ _____

Other or details/comments on any of above _____

Services (check on the left for all that apply and provide number of programs/sites and funds expended)

_____ Adult Ed class attendance incentive program, # of programs _____, funds expended \$ _____

value of donations received (i.e. gift cards, pizza parties, etc.) \$ _____

_____ Stay in school high school initiative, # of programs _____, funds expended \$ _____

value of donations received (i.e. gift cards, pizza parties, vehicles, etc.) \$ _____

_____ Child care services provided for Adult Ed students, # of sites _____ # of children served _____

_____ Grants/funds raised/donated to provide child care services \$ _____

_____ Transportation provided for Adult Ed students and type of transportation _____

_____ Grants/funds raised/donated to provide transportation \$ _____

_____ Computer classes, # of classes _____ # of students served _____

_____ Parenting classes, # of classes _____ # of students served _____

_____ TABE Testing provided for Youth Challenge, # of students served _____

_____ Adult Education class space provided, funds provided for class space \$ _____

_____ Adult Education teacher salaries provided, funds provided \$ _____

_____ **Other** training/staff development sponsored (please identify) _____

_____ **Other** or details/comments on any of above _____

Materials (*other than* Dictionary or Thesaurus Projects and Ferst Foundation for Childhood Literacy)

of computer software/programs purchased _____, funds raised/donated to purchase \$ _____

of books/materials purchased/donated for *Adult Ed* students/classes (**excluding** Dictionary/Thesaurus) _____

Funds raised/donated to purchase books/materials for *Adult Ed* students/classes \$ _____

of books/materials purchased/donated for *other than* Adult Ed, Dictionary Project, Ferst Foundation, Imagination Library (such as K-12, pre-school, shelters, summer reading, etc.) _____

Funds raised/donated to purchase books/materials for *other than* Adult Ed, Dictionary Project, Ferst Foundation, Imagination Library (such as K-12, pre-school, shelters, summer reading, etc.) \$ _____

Marketing/Advertising/Media coverage

of print articles covering literacy/CLCP _____ # of print ads relating to literacy/CLCP _____

of letters to the editor/guest columns re: literacy/CLCP _____ # of billboards sponsored _____

of PSAs produced _____ # of radio/tv interviews _____

of PSA spots run - radio _____ # of PSA spots run - television _____

of fliers/brochures/bookmarks printed and distributed _____

Funds raised/spent on advertising \$ _____

Social media used – what and how _____

Other or details/comments on any of above _____

Events Participated In (check on the left for all that apply and provide # of events)

_____ Forums, # of forums _____

_____ Fairs, # of fairs _____

_____ Presentations/speeches given (Rotary, Chamber, Lions Club, Civitan, etc.), # of _____

Other or details/comments on any of above _____

Events Sponsored (check on the left for all that apply and provide # of events)

_____ GED graduation _____ GED reception

_____ Level Completer recognitions, # of events _____

_____ Other student recognition (please explain) _____

_____ Health Literacy, # of events _____

_____ Financial Literacy, # of events _____

_____ Literacy Awareness, # of events _____

_____ Volunteer Recognition, # of events _____

_____ Fundraisers, # of fundraisers _____ Type of fundraisers _____

Funds Secured (\$ amount)

Fundraisers \$ _____

Grants \$ _____

Foundations \$ _____

Donations/contributions \$ _____

Other or details/comments on any of above _____

This section is in-kind support/resources PROVIDED by your CLCP to literacy providers/partners.

Equipment/furniture provided by CLCP to literacy providers/partners (check on the left for all that

apply and provide funds expended or source of donation)

_____ Computers provided, # of _____ funds expended \$ _____

_____ Copy machine(s) provided, # of _____ funds expended \$ _____

_____ Furniture provided, type _____ funds expended \$ _____

Other items provided _____

This section is in-kind support/resources RECEIVED by your CLCP from partners in the CLCP

In-kind support/services/resources received by CLCP (check on the left for all that apply

and provide value)

_____ CLCP Director's salary, \$ amount _____

_____ Other CLCP employee salary, position title _____, \$ amount _____

_____ Office space, \$ value _____

_____ Telephone/Internet service, \$ value _____

_____ Postage, \$ value _____

_____ Copying privileges, \$ value _____

_____ Equipment/furniture/computer(s), \$ value _____

Other or details/comments on any of above _____

Projects/programs participated in (check on the left for all that apply and provide additional information where requested)

_____ **Workplace literacy programs**, # of programs _____, # of students served _____

_____ **Ferst Foundation for Childhood Literacy/Imagination Library**, funds raised \$ _____, # of children receiving books _____

Other programs or details/comments on any of above _____

_____ **Please list partners or attach a listing** (local governments, school systems, post-secondary institutions, business, industry, chamber, libraries, civic groups, correctional facilities, judicial systems, volunteer organizations, faith community, Family Connection, Communities in Schools, Ferst Foundation, media, military, human service agencies, etc.) _____

Continued or anticipated projects/activities for FY17 or attach a listing

Budget
FY17

Revenue

Contributions/donations \$ _____
Grants/foundations \$ _____
Fundraisers \$ _____
Other _____ \$ _____

Miscellaneous \$ _____
Interest \$ _____

Total Revenue \$ _____

Expenses

Salaries and Benefits \$ _____
Rent \$ _____
Telephone/Internet \$ _____
Office supplies \$ _____
Postage \$ _____
Advertising/promotional \$ _____
Professional development/travel \$ _____
Other _____ \$ _____

Miscellaneous \$ _____

Total Expenses \$ _____

Revenue in Excess of Expenses \$ _____

Value of In-Kind Resources (not included in above revenue/expenses) \$ _____
(salary, space, postage, printing, equipment, utilities, etc.)

Budget
Projected FY18

Revenue

Contributions/donations \$ _____
Grants/foundations \$ _____
Fundraisers \$ _____
Other _____ \$ _____

Miscellaneous \$ _____
Interest \$ _____

Total Revenue \$ _____

Expenses

Salaries and Benefits \$ _____
Rent \$ _____
Telephone/Internet \$ _____
Office supplies \$ _____
Postage \$ _____
Advertising/promotional \$ _____
Professional development/travel \$ _____
Other _____ \$ _____

Miscellaneous \$ _____

Total Expenses \$ _____

Revenue in Excess of Expenses \$ _____

Value of In-Kind Resources (not included in above revenue/expenses) \$ _____
(salary, space, postage, printing, equipment, utilities, etc.)

- **Attach a listing of CLCP Board Members**
- **Attach Student Progress Reports – *for providers NOT covered by GALIS Reports***
- **GALIS Reports to be attached *by state office* by 12/31/16**
- **Attach press coverage/newspaper clippings brochures/promotional materials**
- **FY Report is due to CLCP state office by September 30, 2016**
- **Calendar Year Report is due to CLCP state office by January 20, 2017**