National 4-H Council
National Mentoring Program – Quarterly Progress Reports

Reporting Period	Due Date
January – March 2011	April 1 – May 20, 2011
April – June 2011	July 1 – July 15, 2011
July – September 2011	October 1– October 15, 2011
October – December 2011	January 1 – January 15, 2012
Final Report	February 29, 2012

For reporting assistance, contact Jessica Gappa.
jgappa@firstpic.org
(443) 302-2080 or (866) 622-5827

National 4-H Council
National Mentoring Program – Quarterly Progress Report

Section One: Target Population		
	DID YOU SERVE THIS GROUP DURING THE REPORTING PERIOD?	DID THE SUBGRANT PROVIDE TARGETED SERVICES* FOR ANY OF THE FOLLOWING GROUPS?
RACE/ETHNICITY	• American Indian/Alaskan Native • Asian • Black/African American • Hispanic or Latino (of any race) • Native Hawaiian and other Pacific Islander • Other Race • White/Caucasian • Youth population not directly served	• American Indian/Alaskan Native • Asian • Black/African American • Hispanic or Latino (of any race) • Native Hawaiian and other Pacific Islander • Other Race • White/Caucasian • Youth population not directly served
JUSTICE	• At-risk population (no prior offense) • First time offenders • Repeat offenders • Sex offenders • Status offenders • Violent offenders • Youth population not directly served	• At-risk population (no prior offense) • First time offenders • Repeat offenders • Sex offenders • Status offenders • Violent offenders • Youth population not directly served
GENDER	• Male • Female • Youth population not directly served	• Male • Female • Youth population not directly served
AGE	• 0-3 • 4-5 • 6-7 • 8-9 • 10-11 • 12-13 • 14-15 • 16-17 • 18 and over	• 0-3 • 4-5 • 6-7 • 8-9 • 10-11 • 12-13 • 14-15 • 16-17 • 18 and over
GEO	• Rural • Suburban • Tribal • Urban • Youth population not directly served	• Rural • Suburban • Tribal • Urban • Youth population not directly served
OTHER	• Mental health • Pregnant • Substance abuse • Truant/Dropout	• Mental health • Pregnant • Substance abuse • Truant/Dropout

*Targeted services include any services or approaches specifically designed to meet the needs of the population (e.g. gender specific, culturally-based, developmentally appropriate services)

SECTION TWO: OUTCOMES			
	OUTCOME MEASURE	DEFINITION	REPORTING FORMAT
1	**Family relationships 4-H Life**	Number and percent of program youth who exhibited an improvement in family relationships during the reporting period	A. Number of program youth with the noted behavioral change during the reporting period B. Number of youth in the program who received services for this behavior C. A/B
2	**Social competence 4-H FYP**	The number of youth who have exhibited an improvement in social competence, which is defined as the ability to achieve personal goals in social interaction while maintaining positive relationships with others over time and across situations	A. Number of program youth with the noted behavioral change during the reporting period B. Number of youth in the program who received services for this behavior C. A/B
3	**School attendance 4-H Tech Wizards**	The number of program youth who have exhibited an increase in school attendance during the reporting period	A. Number of program youth with the noted behavioral change during the reporting period B. Number of youth in the program who received services for this behavior C. A/B

Section Two: Outcomes (Cont.)			
	OUTCOME MEASURE	DEFINITION	REPORTING FORMAT
4	**Percent of mentoring programs with Active Partners**	Mentoring programs with active partners representing nonprofit services organizations and/or faith-based organizations; private industry; secondary or post-secondary education provider; vocational training provider; other active partner	A. Number of mentoring programs with active partners B. Number of mentoring programs C. Percent (A/B)
5	**Number of program youth served**		A. Number of program youth carried over from the previous reporting period, plus new admissions during the reporting period
6	**Number and percent of program youth completing program requirements**	The number and percent of program youth who have successfully fulfilled all program obligations and requirements. Program obligations will vary by program but should be a predefined list that clients must meet prior to program completion. The total number of youth includes those who exited successfully and unsuccessfully.	A. Number of program youth who exited the program having completed program requirements B. Total number of youth who exited the program during the reporting period C. Percent (A/B)
7	**Number and percent of program youth who offend during the reporting period**	The number and percent of participating program youth who were arrested or seen at a juvenile court for a delinquent offense during the reporting period. Appropriate for any youth-serving program. Official records(police, juvenile court) are the preferred data source. The number of youth tracked should reflect the number of program youth that are followed or monitored for arrests or offenses. *Ideally, this number should be all youth served by the program during this reporting period.*	A. Total number of program youth served B. Number of program youth tracked C. Of B, number of program youth with an arrest or delinquent offense D. Number of program youth recommitted to a juvenile facility E. Number of program youth sentenced to adult prison F. Number of youth who received another sentence during this reporting period G. Percent offending (C/B)

Section Three: Outputs			
	OUTPUT NAME	DEFINITION	REPORTING FORMAT
1	**Number and percent of youth with whom an evidence-based practice was used**		A. Number of youth using an evidence-based model or program B. The number of youth served C. Percent (A/B)
2	**Increase in Number of Program Mentors Recruited**	Number of new mentors recruited during the reporting period. Recruited mentors are those that have completed requirements to be ready for training.	A. The increase in number of program mentors recruited (ready for training) during the reporting period
3	**Number and percent of trained program mentors with increased knowledge of the program area**	The number of trained program mentors demonstrating increased knowledge of the program during the reporting period	A. Number of trained mentors demonstrating increased knowledge of the program during the reporting period B. Number of trained mentors C. Percent (A/B)
4	**Number of mentors successfully completing the training**	The number and percent of program mentors successfully completing training during the reporting period	A. Number of program mentors successfully completing training during the reporting period B. Number of program mentors trained during the reporting period C. Percent (A/B)
5	**Mentor Retention**	The number of program mentors retained by the program within the reporting period	A. The number of mentors who have left the program during the reporting period B. The total number of mentors in the program during the reporting period C. (B-A)/B = Mentor retention rate
6	**Increase in youth enrolled since the beginning of the grant program**	Increase in the number of youth enrolled (being mentored) since the beginning of the grant program	A. Number of youth enrolled at the beginning of the reporting period B. Number of NEW youth added during the reporting period

Section Four: Narrative	
1. What were your accomplishments in this reporting period?	
2. What goals were accomplished in the reporting period, as they relate to your grant application?	
3. What problems/barriers did you encounter, if any, within the reporting period that prevented you from reaching your goals or milestones?	
4. Is there any assistance that OJJDP can provide to address any problems/barriers identified in question #3 above?	
5. **Are you on track to fiscally and programmatically complete your program as outlined in your grant application?**	
6. What major activities are planned for the next 6 - 12 months?	
7. Based on your knowledge of the juvenile justice field, are there any innovative programs/accomplishments that you would like to share with OJJDP?	