

**Part 1.**

**PAPER FACSIMILE**

**Senior Corps Project Progress Report  
Shaded Areas Auto-Populated by eGrants**

Sponsor: _____	Project Name: _____
Address: _____	Project Director: _____
City/State/Zip: _____	Telephone: (____) _____ - _____ ext. _____
Fax: (____) _____ - _____	Email: _____

Grant Number: _____	Period Covered by This Report
Budget Period: ( 1 2 3 4 )	From: ____/____/____ To: ____/____/____
	____ M D Y M D Y

A. Program Covered:    RSVP                    FGP                    SCP

B. Demonstration Grant: \_\_\_\_\_

**Overview**

The Senior Service Corps **Project Progress Report (PPR)** is used by project sponsors/project directors to report grant activities and progress. Frequency of reporting is semi-annually. The PPR **does not** report financial/budget progress, which is reported through Financial Status Reports.

The Project Progress Report consists of three (3) sections:

- Section 1: Work Plan Accomplishments and Progress
- Section 2: Challenges Encountered
- Section 3: Technical Assistance Requested

**Instructions**

- Please complete each of the following sections.
- Contact your Corporation for National Service State Office with questions.

**Section 1: Work Plan Accomplishments and Progress**

**Updated Work Plan:** Updated project work plans from Part III, Section C of the grant application with Columns C and D to reflect accomplishments and progress during this reporting period.

**Section 2: Challenges Encountered**

In narrative format, please report any challenges encountered during this reporting period in the categories listed below. Be sure to include whether challenges have been resolved or remain unresolved and plans to address them.

- |                         |   |
|-------------------------|---|
| A. Project Service Area | C. Project Planning                           |
| B. Community Needs      | D. Organizational Capacity and Sustainability |

**Section 3: Technical Assistance Requested**

**Instructions:** Describe non-monetary assistance requested from the Corporation for National Service regarding management and support of the project and its volunteers.

- Public reporting burden for this collection of information is estimated to average 4 hours per submission, including reviewing instructions, entering and maintaining the data needed, and completing the form. Comments on the burden or content of the instrument may be sent to the Senior Corps, Corporation for National Service, 1201 New York Avenue, NW, Washington, DC 20525.
- 5 C.F.R. 1320.5(b)(2)(i): Project sponsors are not required to respond to the collection of information unless it displays a currently valid OMB control number, which is indicated below.

Signature of Project Director	Signature of Sponsor Executive	
Date	Typed Name:	
	Title:	Date:

Part 2 – Data Supplement/Project Profile and Volunteer Activity	Section
<b>Data Category and Element</b>	
<b>Volunteer Demographics</b>	
<b>Age Group</b>	<b>Volunteers</b>
55 to 60	
61 to 64	
65 to 74	

<b>Part 2 – Data Supplement/Project Profile and Volunteer Activity</b>	<b>Section</b>	
<b>Data Category and Element</b>		
	75 to 84	
	85 and over	
<b>Gender</b>		<b>Volunteers</b>
	Female	
	Male	
<b>Ethnicity</b>		<b>Volunteers</b>
	Hispanic or Latino	
	Non-Hispanic or Non-Latino	
<b>Racial Group</b>		<b>Volunteers</b>
	American Indian or Alaskan Native	
	Asian	
	Black or African American	
	Native Hawaiian or Pacific Island	
	White	
<b>Service Information</b>		
<b>Volunteers</b>		<b>Volunteers</b>
	Total number of Volunteers	
	No. RSVP Vols. serving to mobilize volunteers for other organizations	<b>Used by RSVP Only</b>
	No. RSVP Volunteers recruited by RSVP Volunteers	
	No of new non-RSVP Vols. mobilized by RSVP vols. to serve in other orgs	
<b>Volunteer Leaders</b>		<b>Used by SCP Only</b>
	Number of Senior Companion Leaders	
	Senior Companions recruited by Senior Companion Leaders	
	Community Volunteers recruited by Senior Companion Leaders	
<b>Ages of Clients Served</b>		<b>Used by FGP and SCP Only</b>
<b>Clients Served</b>		
	Total number served	
	Number of awaiting service of a volunteer	
<b>Hours Served</b>		<b>Volunteers</b>
<b>Volunteers Separated</b>		<b>Volunteers</b>
<b>Client Information</b>		<b># of Clients</b>
	Total number of children of prisoners served	<b>Used by RSVP and FGP Only</b>
	Total number of children in foster care served	
	Number of adult ex-offenders served	
	Total number of Immigrants served	
	Number of independent living clients served	<b>Used by SCP and RSVP Only</b>
	Number of caregivers of independent living clients served with respite	
<b>Stations</b>		
<b>Faith-Based Stations</b>		<b>Stations Vols</b>
	Total number of Faith-Based Stations/Volunteers	