



**MHEC**

**MARYLAND HIGHER EDUCATION COMMISSION**

**Maryland Higher Education Outreach and College Access Program  
Interim Progress Report due January 19, 2019**

Grant #:

Project Title:

Project Director:

Organization:

**Please complete each of the sections below. Attach additional sheets as needed. Please feel free to include any additional information that is pertinent to your project's progress.**

### **1. Overview of Project Progress**

Please provide an overview of how your project is progressing. Your narrative should address the following issues.

- a. Did the project start on time? If not, please discuss why.
- b. Has the project recruited the projected number of participants? If not, please discuss the difference.
- c. What is working well? What went as planned? Which activity has shown the best results so far? Discuss.
- d. Discuss any challenges encountered to date and how those challenges are being addressed. What did not go as planned? What isn't working and needs revising?
- e. Is your project on schedule? If not, explain the factors contributing to the delay.

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### **2. Progress toward Objectives**

Discuss progress toward the objectives outlined in your approved application. All projects must address the two goals listed below. Describe the major project activities and outcomes to date for each of *your* project's objectives. Indicate whether progress toward objectives is ahead of, on, or behind schedule.

*All applications must demonstrate their organizations contribution to the overarching goal to encourage low-income Maryland high school students to attend and complete college.*

*Goal 1: Students will demonstrate a greater awareness of postsecondary opportunities and college admission requirements through surveys and/or pre- and post-assessments.*

*Goal 2: Students will demonstrate a greater awareness of the FAFSA and financial aid through surveys and/or pre- and post-assessments.*

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### **3. Preliminary Results**

**Provide preliminary results for the following data elements. You may wish to present these results in a table format in some cases. Provide any additional data and narrative as needed.**

- a. Number of students served (if you collected student demographics, please include the demographics)
  - b. Activities to date
  - c. Date of Activities
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### **4. Budget Expenditures**

Prepare an interim Budget Expenditure report (xls form attached) and include with your narrative interim report. Use this space to provide any narrative regarding the status of expenditures to date.

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### **5. Project Amendment Plans**

- a. Do you plan to request a programmatic project amendment?
- b. Are you considering requesting a one-time no cost extension?
- c. Do you plan to request a budget amendment/reallocation?
- d. If so, when do you expect to make this/these requests?

Remit electronic copy of the Narrative and Budget Expenditure Report to  
[benee.edwards@maryland.gov](mailto:benee.edwards@maryland.gov)