Regional Collaborative Network
**Quarter 2 Mid-Year Report FY 2022-24**Per the Memorandum of Agreement, it is required that Regional Collaboratives submit Quarterly Reports. Quarterly Reports are due 45 days after the close of the quarter. To comply with this requirement, please complete the following form.

|  |  |
| --- | --- |
| **Collaborative Name:** | Click or tap here to enter text. |
| **Date:** | Click or tap to enter a date. |
| **Person completing this information:** | Click or tap here to enter text. |
| **Title:** | Click or tap here to enter text. |

 **Please use the following instructions to complete the table on the next page.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Expense** | **Amount Requested** | **In-Kind Match** (if applicable) | **Budget Amendment Totals** | **Current Budget Totals with Budget Amendments** | **Amount Spent** |
| **Purchase of Services** | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. |
| **Travel - Total estimated expenditures** | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. |
| **Supplies/Materials/****Equipment – Estimated number and cost of items** | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. |
| **Administrative - Limited to 5% of requested amount** | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. |
| **Other** | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. | $ Click or tap here to enter text. |

* In the Budget Amendment Totals column, please list monies moved into each line item as a result of budget amendments.
* In the Current Budget Totals with Budget Amendments column, please list the current totals for each line with budget amendments amounts included.
* In the Amount Spent column, please list the current total amount spent in each line item.
* If the budget listed in the contract has additional Expense Line Items listed other than those shown in the table on the next page, please add those items to the table.

**Action Plan Report**

In the following table, copy and paste each strategy from the Action Plan Worksheet submitted with your Regional Collaboration RFA application. For each strategy, please report key outputs. Examples of outputs include the # of participants served or who have participated, the # of services provided or distributed, and any other products or deliverables associated with that strategy.

|  |  |
| --- | --- |
| Strategy | Outputs in Q 1 and Q 2 |
| *Example:**Dolly Parton Imagination Library* | *Example**240 children received welcome books**600 books were distributed this year* |
| *Example:**Professional development workshop for early educators on social emotional development.* | *Example:**18 teachers (unduplicated)**3 workshops offered* |
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**Narrative Questions**

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| 1. **Please describe your efforts to collaborate and coordinate with other early childhood partners in your community.**
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| 1. **Please share new or existing barriers that your community is working through.**
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| 1. **Share a lesson learned this quarter.**
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|  |

**Signatures Required**

 **Chair Date**