

CMPQI Quarterly Progress Report Checklist

Applicants are not required to cover all items covered by this checklist, but are strongly encouraged to include as much information pertaining to their project as possible. Please feel free to include additional information not covered by this checklist.

- What were the major goals and objectives of the project?
- What has been accomplished in relation to those goals?
- What are your specific measures for the project? Have you collected any data during this reporting period?
- What individual(s) and/or organization(s) have made significant contributions to the project so far? Please identify what role they have played in the project.
- What evidence do you have of the project's effectiveness?
- What partnerships have been utilized or developed in the implementation of your project?
- What progress has been made in developing the deliverables identified in the project application? (If any deliverables have been developed, please attach along with your progress report)
- How will results be communicated to communities of interest?
- Have you encountered any problems or delays? What actions will you take to solve them?
- What successes have you had in your project? How do you plan to build upon them? Please provide any photos or additional documents you would like to showcase.
- Do you anticipate any changes to your evaluation methods, expected outcomes, or timelines for the next reporting period? If so, describe the changes and note the reason(s) for the change(s).
- What opportunities for training and professional development did the project provide?