

<<Program name/program year>>

Quarterly Progress Report

Member _____

Site _____

Supervisor _____

Progress Report <<#>>: Due <<Date>>

Task	Completed	Comments
Submitted by due date		
Cover Page Chart		
Job Description		
Personal Growth Plan		
Youth Civic Engagement Plan Completed		
Youth Civic Engagement Survey Completed		
School Records Plan		
School Records Report		
Organizational Capacity Report (<i>if applicable</i>)		
Other Comments		