



**JESSE WHITE • Secretary of State & State Librarian**

Illinois State Library, Gwendolyn Brooks Building  
300 S. Second St., Springfield, IL 62701-1796

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**Illinois State Library Literacy Office  
ADULT VOLUNTEER LITERACY GRANT PROGRAM**

**Final Narrative Report**

The Final Narrative Report includes information from July 1 to June 30 and is **due July 15**. If you have an approved contract extension, this report will be due August 15 instead of July 15 and include information from July 1 of the previous year to August 15 of the current year. **Submit via email to [literacy@ilsos.net](mailto:literacy@ilsos.net).**

Project Number: \_\_\_\_\_

Grantee Agency: \_\_\_\_\_

Person Preparing Report: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

\_\_\_\_\_ Number of TUTOR SITES as of June 30. Include all locations where tutoring instruction took place.

\_\_\_\_\_ Total number of STUDENTS enrolled following hotline referral.

\_\_\_\_\_ Total number of VOLUNTEER TUTORS trained and matched after hotline referral.

Agency (Not project name)

Use outcomes from your grant application.

<b>EXPECTED OUTCOMES FROM PROPOSAL</b> Example 1: 40 percent of 120 adult learners, or 48 learners, will improve their reading score by one grade level. Example 2: Program will recruit, train and match 50 new adult volunteer literacy tutors.	<b>DESCRIBE PROGRESS FROM 7/1 TO 6/30</b> Example 1: Goal exceeded. 50 percent of 120 adult learners or 60 learners achieved this goal or better. Example 2: Goal not met. Recruited, trained and matched 40 new adult volunteer literacy tutors or 80 percent of the goal.	<b>EXPLAIN PROBLEMS</b> Example 1: No problems Example 2: Increase in cost of gas reduced potential volunteer pool.

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1. Describe in detail how your project has made a difference in your community.

2. Describe in detail how your project has made a difference in the life of one adult literacy learner.

3. Describe in detail your most effective volunteer tutor.

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Agency (Not project name)

4. List all locations where adult literacy tutoring took place. Indicate county name, number of sites within the county, and cities within the county where tutoring took place. If the service location was within the city of Chicago, list the community. Report on the locations proposed in your original grant application (page AVL 8) that became active tutoring sites using the address where learners were tutored, not the home addresses of the learners. Report only those tutoring sites that were actively used during this year, not those sites available for tutoring.

Total number of tutoring sites used in this fiscal year: \_\_\_\_\_

Location(s):

5. List the Adult New Reader Book Club Collections used by your project this fiscal year (if applicable). Describe your experience with your Book Club.