



**JESSE WHITE • Secretary of State & State Librarian**  
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**WWW.CYBERDRIVEILLINOIS.COM**

**Illinois State Library Literacy Office  
PENNY SEVERNS FAMILY 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.**

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

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

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

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

1. Vignette:

How has your project impacted **one particular family** or **influenced your community**? Use anecdotes and the power of story to describe your family literacy efforts.

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Agency (Not project name)

2. Describe how the program has impacted the library and library services.

3. How would you characterize achievements in adult education this year?

4. What has been the major overall impact of your PACT program this year?

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Agency (Not project name)

5. Describe one staff development activity from this grant year that was particularly helpful and useful for your program.

6. Indicate the hours of instruction proposed in the application as well as the instructional hours offered<sup>1</sup> for each category of service.

	Hours proposed in application	Hours offered <sup>1</sup> to date
Adult Education		
Child Education		
Library Services		
Parent Education		
Parent & Child Together Activities		

<sup>1</sup>**Hours offered:** Indicate the number of instructional hours offered by the program (example: Adult education is offered 8 hours a week for 48 weeks; 8 x 48 = 384 hours of adult education hours offered). This differs from the participation hours reported in the statistical report, where cumulative attendance hours are calculated for every participant.

### Progress Toward Expected Outcomes

Use outcomes specified in your grant application.

#### A. Library Services:

EXPECTED OUTCOMES FROM PROPOSAL	PERCENT OF GOAL ACHIEVED TO DATE	DESCRIBE PROGRESS TOWARDS PROJECTED GOALS FROM 7/1 TO 6/30	EXPLAIN PROBLEMS

Agency (Not project name)

**B. Adult/Literacy Education Services:**

<b>EXPECTED OUTCOMES FROM PROPOSAL</b>	<b>PERCENT OF GOAL ACHIEVED TO DATE</b>	<b>DESCRIBE PROGRESS TOWARD PROJECTED GOALS FROM 7/1 TO 6/30</b>	<b>EXPLAIN PROBLEMS</b>

**C. Parenting Services:**

<b>EXPECTED OUTCOMES FROM PROPOSAL</b>	<b>PERCENT OF PARENTS ACHIEVING GOAL</b>	<b>DESCRIBE PROGRESS TOWARD PROJECTED GOALS FROM 7/1 TO 6/30</b>	<b>EXPLAIN PROBLEMS</b>

Agency (Not project name)

**D. Children's Educational Services:**

<b>EXPECTED OUTCOMES FROM PROPOSAL</b>	<b>AGES</b>	<b>NUMBER PARTICI- PATING</b>	<b>DESCRIBE PROGRESS TOWARD PROJECTED GOALS FROM 7/1 TO 6/30</b>	<b>EXPLAIN PROBLEMS</b>

**E. Parent-Child Together Activities:**

<b>EXPECTED OUTCOMES FROM PROPOSAL</b>	<b>PERCENT OF GOAL ACHIEVED TO DATE</b>	<b>DESCRIBE PROGRESS TOWARD PROJECTED GOALS FROM 7/1 TO 6/30</b>	<b>EXPLAIN PROBLEMS</b>