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Illinois State Library Literacy Office
ADULT VOLUNTEER LITERACY GRANT PROGRAM
Midterm Narrative Report

The Midterm Narrative Report includes information from July 1 through December 31, and is **due January 15. Submit via email to literacy@ilsos.net.**

Project Number: _____

Grantee Agency: _____

Person Preparing Report: _____

Email: _____ Telephone Number: _____

Adult Volunteer Literacy Tutor Training:

Provide dates of initial tutor trainings offered that resulted in new volunteer tutors at the AVL project:
(Include all dates that comprise one 12-hour training. For instance: 8-5, 4 hrs., 8-12, 4 hrs., 8-19, 4 hrs. = One 12-hour training.)

Describe the Tutor Training Curriculum used:

Number of tutors who completed initial 12-hour tutor training during the period of 7/1 to 12/31: _____

Agency Name (Not project name): _____

Use outcomes from your grant application.

EXPECTED OUTCOMES FROM PROPOSAL Example: 40 percent of 120 adult learners (48 learners) will improve their reading score by one grade level.	DESCRIBE PROGRESS FROM 7/1 TO 12/31 Example: 16 percent of 120 adult learners (20 learners) have improved by one grade level. On target to achieve goal by June 30.	EXPLAIN PROBLEMS Example: No problems.

Agency Name (Not project name): _____

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Agency Name (Not project name): _____

The staff members detailed in the approved budget have been hired and are working on this project at least the amount of hours described in the budget:

Yes ___ No ___ If No, why not?

At least 50 percent of the number of adult learners proposed in the grant application have been tutored:

Yes ___ No ___ If No, why not?

At least 50 percent of the number of adult literacy volunteer tutors proposed in the grant application have tutored an adult learner during this period:

Yes ___ No ___ If No, why not?

What percentage of the total grant award has been spent? _____

If you have spent less than 35 percent of the award to date, please explain: