



# Progress Report Worksheet

**First 5 Siskiyou**  
Children & Families Commission

Funded Project:

Report Period:

- 1<sup>st</sup> Quarter (October 9)  
 3<sup>rd</sup> Quarter (April 9)

Project Director:

Report Date:

<b>Challenges and Solutions</b>	
<b>Scope of Work:</b> List any current and/or anticipated project work plan challenges and how you are working to resolve them	
<u>Challenges</u>	<u>Solutions</u>
<b>Timeline:</b> List any current and/or anticipated project timeline challenges and how you are working to resolve them.	
<u>Challenges</u>	<u>Solutions</u>
<b>Budget:</b> List any budgetary concerns and/or anticipated challenges and how your are working to resolve them.	
<u>Challenges</u>	<u>Solutions</u>
<b>Program Administration:</b> List any current administration challenges and how you are working to resolve them.	
<u>Challenges</u>	<u>Solutions</u>
<b>Evaluation Plan:</b> List any current evaluation report challenges and how you are working to resolve them.	
<u>Challenges</u>	<u>Solutions</u>