



U.S. Department of Education
Grant Performance Report Cover Sheet (ED 524B)
Check only one box per Program Office instruction.
 Annual Performance Report Final Performance Report

OMB No. 1890-0004
 Exp. 10-31-2007

General Information

1. PR/ Number #: _____
(Block 5 of the Grant Award Notification - 11 Characters.)
2. NCES ID#: **N/A**
(See Instructions - Up to 12 Characters.)
- 3 Project Title: _____
(Enter the same title as on the approved application.)
4. Grantee Name *(Block 1 of the Grant Award Notification)*: _____
5. Grantee Address *(See Instructions.)* **Only need to enter if address has changed.**
6. Project Director Name: _____ Title: _____
 Ph #: () ____ - ____ Ext: () _____ Fax #: () ____ - ____
 Email Address: _____

Reporting Period Information (See Instructions.)

7. Reporting Period: From: **03/10/09 or 10/1/09 if 1st year of grant** To: **03/09/10** (mm/dd/yyyy)

Budget Expenditures (To be completed by your Business Office. See instructions. Also see Section B.)

8. Budget Expenditures

	Federal Grant Funds	Non-Federal Funds <i>(Match/Cost Share)</i>
a. Previous Budget Period	<i>Leave blank if in first budget period</i>	
b. Current Budget Period	<i>Actual budget expenditures for current budget period to date</i>	
c. Entire Project Period <i>(For Final Performance Reports only)</i>		

Indirect Cost Information (To be completed by your Business Office. See instructions.)

9. Indirect Costs
- a. Are you claiming indirect costs under this grant? Yes No
- b. If yes, do you have an Indirect Cost Rate Agreement approved by the Federal Government? Yes No
- c. If yes, provide the following information:
 Period Covered by the Indirect Cost Rate Agreement: From: ___/___/___ To: ___/___/___ (mm/dd/yyyy)
 Approving Federal agency: ___ ED ___ Other *(Please specify)*: _____
 Type of Rate *(For Final Performance Reports Only)*: ___ Provisional ___ Final ___ Other *(Please specify)* ___
- d. For Restricted Rate Programs (check one) -- Are you using a restricted indirect cost rate that:
 Is included in your approved Indirect Cost Rate Agreement?
 Complies with 34 CFR 76.564(c)(2)?

Human Subjects (See Instructions.)

10. Annual Certification of Institutional Review Board (IRB) Approval? Yes No N/A

Performance Measures Status and Certification (See Instructions.)

11. Performance Measures Status **Only check "Yes" if Final Performance Report**
- a. Are complete data on performance measures for the current budget period included in the Project Status Chart? Yes No
- b. If no, when will the data be available and submitted to the Department? ___/___/___ (mm/dd/yyyy)

12. To the best of my knowledge and belief, all data in this performance report are true and correct and the report fully discloses all known weaknesses concerning the accuracy, reliability, and completeness of the data.

Name of Authorized Representative: **(board chair)** Title: _____

Signature: _____ Date: ___/___/___



U.S. Department of Education
Grant Performance Report (ED 524B)
Executive Summary

OMB No. 1890-0004
Exp. 10-31-2007

PR/ Number # (11 characters) _____

(See Instructions)

Provide a 1-2 page executive summary for annual reports, and a 2-3 page executive summary for final reports. List population served, highlights of project's goals, and the extent to which outcomes and performance measures were achieved. The executive summary for final reports covers the entire project period, not just the final reporting period.

SAMPLE

State X's Parent Training Project serves parents of infants, children, and youth with all types of disabilities, as well as related professionals. *Parent Center* was awarded the parent training grant on October 1, 2007. The overall goal of the *Parent Training Project* is to improve outcomes of children with disabilities by providing information and training to parents and professionals on special education law and scientifically-based research.

Parent Training Project has five major goals. This report summarizes the project's activities and accomplishments under each goal for the period of March 10, 2009 to March 9, 2010.

Goal 1: Workshops

Parent Training Project presented twelve workshops this reporting period, exceeding the goal of 10 workshops. A total of 325 parents and professionals attended these trainings. Workshop topics included "Introduction to the IEP," "Positive Behavior Interventions," and "Transition to Adulthood." Workshop evaluations were very high, with an average rating of 3.7 out of a possible 4 points.

Goal 2: Individual Assistance

The goal of providing 1,000 parents and professionals with individual assistance via phone, email, and in-person consultations was exceeded. *Parent Training Project* assisted 1,628 individuals during the last year. Parent advocates also attended 10 facilitated IEP meetings and 5 mediation sessions. *Parent Training Project* strives to resolve disagreements at the lowest level possible. Parent advocates assist parents to understand their rights and responsibilities under the law so they can more effectively participate in their children's education. An emphasis is placed on parent-professional partnerships.

Goal 3: Outreach to Underserved Parents

Parent Training Project is committed to reaching underserved populations through trainings and individual assistance. Three of the 12 trainings presented during this reporting period were in languages other than English- 2 in Spanish and 1 in Vietnamese. A Spanish-speaking parent advocate works at *Parent Center* 3 days a week and is available to provide individual assistance via phone or in person at the center or parent's home.

Goal 4: Parent-Professional Partnerships

Parent Training Project provides workshops for parents and professionals on how to communicate more effectively and better understand the other's perspective. *Parent Center* staff participate on 5 state and local boards and committees.

Goal 5: Information Dissemination

Parent Center maintains a Web site to keep parents and professionals up-to-date on special education news and research. The Web site received over 10,000 visits this reporting period, which is a 25% increase over last year. *Parent Training Project* also mailed 367 information packets to parents and professionals.