

**Arizona Board of Regents
Learner-Centered Education
2006 Grants
Interim Report Template**

*(Project Activities Through Dec. 31, 2006)
Due Date: Jan. 15, 2007*

Please use this template to complete your report.

Instructions: *Immediately save this document by doing a “save as” to your desktop or in a personal folder. The form will then be ready to use. Please address each item below. Your report may be up to 4 single-spaced pages long (not including the expenditures report). When completed, e-mail to: Kate Linder at khlinder@azregents.edu*

1. **Project Name and Project Director’s Name.** Include mailing address, phone and e-mail address.

Project Name:

Director Name:

Address:

Phone:

E-Mail:

2. **Brief Description of Project:**
3. **Goals, Outcomes and Assessments:** List the goals and outcomes as presented in your original proposal, and for each goal or outcome, cite progress to date toward its accomplishment. Be sure to include the results of any assessments you have conducted.
4. **Problems or Issues Encountered:** Identify any challenges or barriers you have encountered so far and describe steps you have taken or intend to take to overcome them.

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5. Budget Report on Expenditures To Date:

Please submit a budget report on expenditures to date. Use the budget format from your proposal, and for each line item show:

- Authorized total amount; and
- Line-item expenditures to date.

Also include a brief narrative describing any special or exceptional budget issues you may have encountered to date.