



Narrative Report & Success Story GO-MKE

Section I. Contact/Contract Information

Name of Organization	Office of Community Wellness and Safety
Report Period Ending	
Date Report Submitted	
Submitting Staff's Name and Title	

Section II. Summary of Grant Progress and Performance Requirements (Complete the following table using only the prior months data for the current cohort)

Participant Data – Per ETO	Actual	Goal	On Target
Number of participants enrolled		20 (100%)	☐ Yes ☐ No
Youth Education and Employment Rate- 2nd Quarter After Exit		14 (70%)	☐ Yes ☐ No
Youth Education and Employment Rate- 4th Quarter After Exit		12 (60%)	☐ Yes ☐ No
Recidivism Rate		2 (10%) or less	☐ Yes ☐ No
Arrest Rate for Violent Crimes		1 (5%) or less	☐ Yes ☐ No
Number of participants in follow-up services		20	☐ Yes ☐ No
Caseload size		10	☐ Yes ☐ No

For each item not On Target, what actions will be taken to improve performance/prevent further underperformance?

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Section III. Quality Assurance Describe efforts to use data, evidence, and evaluation findings to make improvements to programs and strategies.

File Reviews	
Participant ID #'s of file reviews completed	
Number of unique/unduplicated staff who had files reviewed	
List the top 3 most common errors identified & action taken	
1.	
2.	

3.	
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Attach completed file review checklists/tool.

Section IV. Process Analysis Highlight current strengths within the process and pinpoint opportunities for enhancement.

Strengths - Provide additional, in-depth information regarding promising approaches, new processes, and/or lessons learned. Include significant activities and accomplishments. Do not include a participant specific success story.

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Opportunities – Provide describe any challenges and related technical assistance needs.

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Section V. Corrective Actions. These actions maybe the result of formal and informal quality assurance efforts and monitoring not otherwise discussed in the report and if applicable.

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Section VI. Success Story Include details regarding how the participant learned of the program, barriers overcome, and current situation or outcome.

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