



INTERIM PROGRESS REPORT GUIDELINES
2015-2016 Improving Teacher Quality State Grants
Title II, Part A, No Child Left Behind (NCLB) Act

The State Council of Higher Education for Virginia (SCHEV), are requesting that Project Directors submit an interim report detailing the goals, implementation, and evaluation of the project so far. This narrative report should include the following information for funding received under the terms of the No Child Left Behind Act:

Part A. Project and Participant Information

- Name of project.
- Name of institution.
- Names of individuals responsible for implementing the project.
- Names of collaborating partners funded to implement the project. Describe support provided.
- A report of the number of people who will be participating or who already have participated in the project's activities.

Part B. Goals and Evaluation

- Restatement of the local needs addressed (from the proposal) to enhance content knowledge and improve pedagogical skills of teachers and/or leadership of principals and administrators. Provide summary of strategies and needs assessment instruments used or will be used.
- List specific goals outlined in the proposal and provide details of how the project is meeting the criteria and purposes. Provide a description of the activities, events, and/or programs that are being implemented to address the problem or concern identified.

Part C. Assessment

- An explanation of any outcome(s) and assessment/evaluation methodologies up to now. Describe and provide known scientific evidence that your project fostered high quality professional development and increased student achievement in the core academic areas. What strategies are being used to provide greater access to diverse populations and lasting effects on classroom instruction so that all students could achieve the state's content and student performance standards?

Part D. Cost effectiveness and adequacy of resources

- Provide detailed budget narrative explaining the expenditure of funds to the program's objectives. This should include how the funds have been used to date as well as those not used.

SCHEV understands that some of the information asked of you may not be applicable at the interim of your project but will be in the final report.

Please return the interim report by 5:00 p.m. February 19, 2016 to:

Ms. Darlene Derricott
No Child Left Behind Coordinator
State Council of Higher Education for Virginia (SCHEV)
101 North 14th Street, James Monroe Bldg., 9th Floor
Richmond, Virginia 23219