

Court: \_\_\_\_\_

Project Description: \_\_\_\_\_

**COURT INNOVATIONS GRANT PROGRAM  
QUARTERLY PROGRESS REPORT**

Please complete this *Quarterly Progress Report* within 30 days of the end of each quarter regarding the status of this project funded by the Court Innovations Grant Program. You may want to refer to your *Project and Implementation Plan, Intra-Branch Agreement (IBA), and Budget Detail Worksheet* when completing this report to see what activities are expected within specific timeframes. Additionally, please attach a copy of a current *Project and Implementation Plan*, highlighting any new information for this reporting period. Should you have any questions, please do not hesitate to contact the Judicial Council staff assigned to this respective grant.

IBA No.: ►		Date Report Prepared: ► (MM/DD/YYYY)	/ /
Relevant Fiscal Year Quarter: ►	FY 2017-18 <input type="checkbox"/> 1 <sup>st</sup> (Jul-Sep) <input type="checkbox"/> 2 <sup>nd</sup> (Oct-Dec) <input type="checkbox"/> 3 <sup>rd</sup> (Jan-Mar) <input type="checkbox"/> 4 <sup>th</sup> (Apr-Jun) FY 2018-19 <input type="checkbox"/> 1 <sup>st</sup> (Jul-Sep) <input type="checkbox"/> 2 <sup>nd</sup> (Oct-Dec) <input type="checkbox"/> 3 <sup>rd</sup> (Jan-Mar) <input type="checkbox"/> 4 <sup>th</sup> (Apr-Jun) FY 2019-20 <input type="checkbox"/> 1 <sup>st</sup> (Jul-Sep) <input type="checkbox"/> 2 <sup>nd</sup> (Oct-Dec) <input type="checkbox"/> 3 <sup>rd</sup> (Jan-Mar) <input type="checkbox"/> 4 <sup>th</sup> (Apr-Jun) <input type="checkbox"/> Other Quarter: _____		
Contact Information for Person Completing this Form: ▼			
Name: ►			
E-mail Address: ►			
Telephone Number: ►			
Please provide the following information: ▼			
<b>1. Program activities and milestones occurring during the relevant quarter and how they progressed your program's goals and objectives: ▼</b>			

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**2. Any significant changes, challenges, or problems that developed, and how they were or will be addressed (e.g., any changes to staff working on the program, changes to procedures, and changes to the *Project and Implementation Plan*\*): ▼**

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**3. Any monetary savings (to date and prospectively) resulting from the Project (report quarterly). ▼**

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**4. Activities undertaken or any other information explaining how the Court will ensure the sustainability of the Project post grant award (report at end of Quarters 2 and 4). ▼**

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\* Attach a copy of a current *Project and Implementation Plan* and highlight any new information regarding task/milestone dates.

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**5. Activities undertaken or any other information that demonstrates how the Project can be or has been replicated in other courts (report at end of Quarters 2 and 4). ▼**

**6. Measurable outcomes not identified in #3, #4, and #5 that are required per Section 7(A) of your IBA: ▼**

**7. Status of any relevant collaborations with the justice system and other local or state partners: ▼**

**8. Program activities scheduled for the next quarter, and how they will progress your program's goals and objectives: ▼**

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**9. Any potential departures from the *Project and Implementation Plan*<sup>\*</sup>, IBA, and *Budget Detail Worksheet* occurring in the next quarter: ▼**

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**10. Any additional information that your IBA requires you to provide: ▼**

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<sup>\*</sup> Attach a copy of a current *Project and Implementation Plan* and highlight any new information regarding task/milestone dates.