



Mid-Year Narrative Report page 2

Applicant/Organization Name: _____

Project Title: _____

Project Director/Contact Person: _____

Using single spacing and a 10 point font, please answer the following questions.

1. **Please describe your project activities during the most recent six months of your project. Make sure to provide specific project data (eg. the number of people/clients served, number of educational presentations, etc.). If applicable, include the status of project staffing and proposed project partnerships. Feel free to include relevant case examples. (Limit 50 lines)**

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- Please provide specific outcome and impact data for your project. Include relevant case examples. Outcomes may be related to changes in health status, health knowledge, cost-savings, systems redesign, service accessibility or affordability, information management, or other outcomes. (Limit 50 lines).**

3. **Please describe the major achievements during the most recent six months of your project.** (Limit 30 lines)

4. **Please describe major challenges during the most recent six months of your project.** (Limit 30 lines)

5. **Based on a review of your proposed timeline and workplan, would you say that your project is:** *(check only one)*

- Progressing ahead of the proposed timeline and workplan;
- Progressing on schedule with the proposed timeline and workplan; or
- Currently behind schedule as proposed in the timeline and workplan

6. **Based on a review of your proposed timeline and workplan, would you say that your project will:** *(check only one)*

- Exceed all expected goals;
- Meet all expected goals; or
- Be unable to meet some/all expected goals

7. **Please tell us how the Community Health Endowment can assist you in achieving your project goals.**
(Limit 20 lines)

8. **Please list the names of volunteers who worked with this project.**

9. Anything else you would like us to know? (Limit 20 lines)