

CVCLS NARRATIVE SUPPLEMENT to CVCLS Quarterly Report

Organization:

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Prepared by:

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For the quarter ending:

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- 1. Collaborations-** As you know, the CVCLS Order of the Court, § 8.1.(i) provides that *“Grantees will cooperate and collaborate in their service areas with (a) all other organizations providing civil legal services to the indigent, (b) the local organized bar, (c) relevant social and human service organizations, (d) relevant governmental agencies, and (e) other organizations that specifically provide victim related services.”*

To give a fuller picture of the additional work performed through this grant, during the past quarter, report meetings (internal to your organization or with community representatives), community collaborations on victim service-related projects, or other activities that support the grant. Include the nature of activity and **do not** just list names of organizations without nature of contact.

- 2. Describe any successes you had this past quarter with regard to meeting your goals, objectives, and targets.** The vignettes should be no more than a paragraph and should not include any client identifying information.

**3. Challenges You Encountered During the Reporting Period.** Please explain below any issues that made it difficult or challenging for you to meet your CVCLS goals, objectives, and targets. Also include any actions you took (or anticipate) to overcome these challenges.

**4. Program Impact Narratives-** This is qualitative information that can be conveyed to those interested in knowing what impact the program is having on victims and their families. Please include one narrative about a client who staff on the grant helped, or services your agency provided with funds that made a difference in someone's life. You can also include stories about ways in which your program is making a difference in the community such as changes in policies, protocols, cooperation and/or awareness.

Also, please feel free to mail or email copies of any letters from victims or newspaper clippings about your program that you would like to share with TAJF and the OAG.

**5. Key Personnel-** Describe any changes in key personnel that may have occurred during the reporting period.

**6. Positions Left Vacant-** If applicable, explain any grant-funded positions left vacant for more than three months, and what is being done to fill the position.