



**2010 College Access Grants
Program Reporting Requirements**

Student Surveys

1. Initial Student Survey
2. Participant Pre/Post Survey
3. Annual Program Evaluation
4. Graduate Survey

Grantee Reports

1. Mid-Year Report (due January 31)
2. Year-End Report (due June 30)
3. Annual Financial Report of Activities

Student Surveys

Survey	Who	Purpose	When/How	What it Measures
Initial Student Survey	All students in grades 9-12 (subsequent years for 9 th graders and transfer students only at the start of the school year)	To establish student demographic baseline data and help school determine target audience	Fall/distribution method to be determined by the school	Intent to attend college, first generation status, and barriers to college
Participant Pre/Post Survey	All students participating in college access activities for the year	To gauge effectiveness of college access activities	Prior to and upon completion of College Access Program participation/distribution method to be determined by the school	Change in perceptions of college access knowledge and activities
Annual Program Evaluation	All students participating in college access activities for the year	To assess student satisfaction with the programs and level of participation	Spring annually/distribution method to be determined by the school	Effectiveness of the program activities, feedback for school to refine programming
Graduate Survey	All graduated seniors	To determine the number and percent of students attending college	Fall annually/mail, phone, or email survey	Actual college-going rate

Grantee Reports

1. Mid-Year Report

Purpose: To gather information about the effectiveness of the program/activities/participation and college-going rates
Who: College Access Program Administrator
Due: January 31
How: Online survey from EducationQuest
What it measures/reports:

- Activity progress and implementation
- Class enrollment numbers and activity participation rates
- Success with implementation
- Barriers to implementation
- Intake survey
- Graduate Survey – College-going rates

2. Year-End Report

Purpose: To gather information about the effectiveness of the program/activities/participation
Who: College Access Program Administrator
Due: June 30
How: Online survey from EducationQuest
What it measures/reports:

- Activity progress and implementation
- Participation rates
- Success with implementation
- Barriers to implementation
- Year-End Student Survey Summary
- Activities that may change based on student feedback

3. Budget Report

Purpose: To gather information about the effectiveness of the program/activities/participation
Who: College Access Program Administrator
Due: June 30
How: Complete provided budget form and return to EducationQuest
What it measures: How funds were spent, amount short/long and proposed budget for next academic year.

INITIAL STUDENT SURVEY:

[Insert High School Name Here]
College Access Program
Initial Student Survey

Name _____ Date _____

Student ID _____ Grade _____

1. Are you planning to attend college? Yes No Not Sure

If YES, what type of college?

- 2-year Community College
- 4-year College or University
- Technical or Trade School

2. Did your parents (or guardian) go to college? (Indicate below)

Mother Attended Completed Never Attended Not Sure

If you marked Attended or Completed, indicate what type(s):

2-year College 4-year College Tech or Trade School Not Sure

Father Attended Completed Never Attended Not Sure

If you marked Attended or Completed, indicate what type(s):

2-year College 4-year College Tech or Trade School Not Sure

3. Do you talk with your friends about going to college? Yes No Not Sure

4. Do you talk with your parents/guardian about going to college? Yes No Not Sure

5. Are you or your family saving money for you to attend college? Yes No Not Sure

6. Indicate what might impact your decision to attend college (check all that apply):

- My friends
- My career interests
- My parents/guardian
- My guidance counselors
- My interest in college
- Money for college
- My grades
- My test scores
- Family members other than my parents

PARTICIPANT PRE/POST SURVEY:

[Insert High School Name Here]
College Access Program
Participant Pre/Post Survey

Name _____ Date _____

Student ID _____ Grade _____

1. Are you planning to attend college? Yes No Not Sure

If YES, what type of college?

- 2-year Community College
- 4-year College or University
- Technical or Trade School
- Not Sure

2. Have you talked with your friends about going to college? Yes No Not Sure

3. Have you talked with your parents/guardian about going to college? Yes No Not Sure

4. Do you have an understanding of what college will cost? Yes No Not Sure

5. Can you identify ways to help you pay for college? Yes No Not Sure

6. Are you or your family saving money for you to attend college? Yes No Not Sure

7. Are you enrolled in high school classes that will prepare you for college? Yes No Not Sure

8. Will a college education make you more successful? Yes No Not Sure

Check all that you have participated in within the past year:	
9. Attended a Financial Aid Presentation with your parents/guardian	<input type="checkbox"/>
10. Completed the Free Application for Federal Student Aid (FAFSA) or estimated your financial aid eligibility	<input type="checkbox"/>
11. Conducted a scholarship search	<input type="checkbox"/>
12. Provided information about advanced placement and dual credit classes offered at your school	<input type="checkbox"/>
13. Attended study skills and time-management skills sessions	<input type="checkbox"/>
14. Completed at least one college application	<input type="checkbox"/>
15. Visited at least one college	<input type="checkbox"/>
16. Attended a College Fair or an Educational Planning Program	<input type="checkbox"/>
17. Taken the PSAT, PLAN, or equivalent	<input type="checkbox"/>
18. Taken the ACT, SAT, or equivalent	<input type="checkbox"/>

ANNUAL PROGRAM EVALUATION:

[Insert High School Name Here]
College Access Program
Annual Student Program Evaluation

Name _____ Date _____

Student ID _____ Grade _____

<i>Check the box that best answers the statement for you.</i>	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1. I enjoyed the activities I participated in.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. The activities made me think more positively about going to college.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. There were things I learned that I didn't know before.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. The overall quality of the activities met my expectations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. I learned something through the activities that will make it more likely for me to attend college.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<i>Rate the following college access activities and how much help they were in preparing you for or understanding college.</i>	Much Help	Some Help	Little Help	No Help	<i>Did not Participate</i>
6. Information about expectations of college level classes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Preparation for college life	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Study and time management skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Completing the FAFSA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Completing the College Funding Estimator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Conducting a scholarship search	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Visiting a college	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Attending a College Fair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Attending an Educational Planning Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Attending a Financial Aid Presentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

16. What suggestions do you have to improve the college access activities?

17. What activities make it more likely that you will to attend college?

18. What were the top two things you learned from the activities?

A. _____

B. _____

19. What things might still be keeping you from attending college?

Demographic Information (optional)

20. Please check the box that best describes your ethnic heritage?

- African-American/Black
- Asian/Asian-American
- European-American/White
- Hispanic/Latino
- Multi-Racial
- Native American
- Other (please specify) _____

21. Are you eligible for Free or Reduced Price Lunch? Yes No Not Sure

22. Did either your mother or father receive a degree from a 2-year college, 4-year college, tech or trade school? Yes No Not Sure

GRADUATE SURVEY:

[Insert High School Name Here]
College Access Program
Graduate Survey
(Complete via mail, phone, or email)

1. Name _____
2. Are you enrolled in college or trade/vocational school? Yes No
 - a. If yes, what college or program? _____
 - b. If no, are you in the military?
 Yes
 No
 - c. If no, do you intend to enroll in college this year?
 Yes
 No
 - d. If no, what were the primary reasons for not attending college?
 No money for college
 My grades
 My test scores
 I need to work
 No support from parents
 No interest in college
 I have other plans
 I plan to attend after this year
 Other _____



**College Access Grant
Year-End Budget Report
Due June 30**

Complete and return to EducationQuest.

School Name: _____

Contact Name: _____

Academic Year: _____

Income and Expenses

Provide a summary of your grant income and expenses:

Carry-over funds (if any)	\$
Annual <i>College Access Grant</i> :	\$
TOTAL INCOME	\$
Amount spent this academic year:	\$
Balance (carry over to next year)	\$

If your school is under by 10% or more of the grant amount, please explain how you plan to use the funds.

If your school is over by 10% or more of the grant amount, please explain how your school is paying for this overage.

Budget Detail

Submit a budget summary for your *College Access Grant*. You may submit this information in a different form as long as the major categories are included. EducationQuest hopes to learn more about each activity's cost. Detail notes on expenses would also be appreciated.

Expenses	Proposed	Actual
Travel (college visits, business visits, etc.)	\$	\$
Activities	\$	\$
Materials	\$	\$
Postage	\$	\$
Printing	\$	\$
Staff	\$	\$
Other (explain)	\$	\$
TOTAL	\$	\$

Matching Funds

Was your school able to secure matching funds: Yes No

What was the source of the matching funds: Cash In-kind Both

If cash, how does your school plan to use it?

Did the total value equal 10% or more of the grant funds: Yes No

If your school was unable to secure matching funds during this academic year, what are the plans to secure matching support?

Proposed Budget

Submit a proposed budget for the next academic year. This may be submitted in a different format, as long as the main categories are captured.

Proposed Expenses	Proposed
Travel (college visits, business visits, etc.)	\$
Activities	\$
Materials	\$
Postage	\$
Printing	\$
Staff	\$
Other (explain)	\$
TOTAL	\$