GEAR UP 2 Mid-Year Review

Meeting Date: 
School/District: 
Site Coordinator: 
Meeting Attendees: 

Please prepare a report of your program plan and budget progress through December.

For each activity, include a summary of what you have accomplished, what you have not, your current status, and expected status for the end of the year review. Indicate your progress toward your intended outcome. Use this report to discuss your program, as well as anything else you feel would be beneficial for your Regional Coordinator to know. If you have not yet completed an activity, indicate that in the activity number/title description and move on to the next activity.

Please prepare and attach a budget update to include budget items expended and those that still remain. An updated version of your program plan budget breakout is preferred.

Review the GEAR UP your GEAR UP subaward agreement to ensure that you are on track to complete all requirements.

<table>
<thead>
<tr>
<th>Regional Coordinator Use Only</th>
</tr>
</thead>
<tbody>
<tr>
<td>___ Mid-Year Review Report Complete</td>
</tr>
<tr>
<td>___ Updated Budget</td>
</tr>
<tr>
<td>___ Review of Subaward Requirements</td>
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</tbody>
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Notes/Follow-Up:

Site Coordinator Signature: _________________________________ Date: __________

District Signature: _________________________________ Date: __________

Reg. Coordinator Signature: _________________________________ Date: __________

Program Manager Signature: _________________________________ Date: __________

GEAR UP 2 Mid Year Review Template
**Activity Report**

**Activity 1**

Activity Title:
Target Students (Grade Level):
Completion Date:
Intended Outcome:
  Actual Outcome Met:
Desired Participant Outcome:
  Actual Participant Outcome Met:
Method of Documentation:
Budget Expended:

Other Comments/Concerns:

*Regional Coordinator Comments/Concerns:*

**Activity 2**

Activity Title:
Target Students (Grade Level):
Completion Date:
Intended Outcome:
  Actual Outcome Met:
Desired Participant Outcome:
  Actual Participant Outcome Met:
Method of Documentation:
Budget Expended:

Other Comments/Concerns:

*Regional Coordinator Comments/Concerns:*

**Activity 3 - Title (To be completed _____)**