

# Plantory VISTA Quarterly Progress Report

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*\* = Indicates a required question*

\*VISTA Member's Name:

\*VISTA Member's Host Site:

## SECTION ONE

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### Monetary and In-Kind Donations

**\*During this quarter, did you leverage monetary grants or donations? Please check one.**

- Yes (If you answer yes, all the following questions in this section are required.)
- No

Total Amount:

**\*During this quarter, did you leverage in-kind donations and/or services (non-financial)? Please check one.**

- Yes (If you answer yes, all the following questions in this section are required.)
- No

Estimated Total Value:

If you reported “yes” to leveraging monetary and/or in-kind donations this quarter, please provide up to two narratives describing the results of these resources and its impact on capacity building efforts and/or the community. Please include:

- VISTA name and host site in the first sentence (ex: Zekiye Salman, first-year Pathways to Employment AmeriCorps VISTA serving with Michigan Nonprofit Association in Lansing, MI...)  
\*\*Refer to VISTA as “VISTA Last Name” (ex: VISTA Salman) after this initial sentence.\*\*

**Include all media, pictures, articles, etc. from this quarter in an email to your VISTA Leader.**

- Source of grant and/or donation/service
- Estimated dollar equivalent of each grant and/or donation/service
- How the grant and/or in-kind contributions were used
- VISTA's role in leveraging the grant and/or in-kind donations/services
- Community impact that did or will occur for each of the sources of grant and/or in-kind donations/services

## Community Volunteers

**\*During this quarter, did you manage any individuals serving as volunteers? Please check one.**

- Yes (If you answer yes, all the following questions in this section are required.)
- No

Total number of volunteers managed:

Total number of hours served by all volunteers (# of volunteers x # of hours each):

If you reported “yes” to managing volunteers, please provide up to two narratives describing the volunteers managed and their impact or potential impact on capacity building efforts in the community.

Please include:

- VISTA name and host site in the first sentence (ex: Zekiye Salman, first-year Pathways to Employment AmeriCorps VISTA serving with Kentucky Nonprofit Association in Richmond, KY...)   
\*\*Refer to VISTA as “VISTA Last Name” (ex: VISTA Salman) after this initial sentence.\*\*
- VISTA's role in managing the community volunteers
- Number and demographic of volunteers
- Activities/opportunities the volunteers performed or participated in
- Impact that did or will occur because of volunteers recruited

## Community Partnerships

**\*During this quarter, did you help develop or maintain new or continuing partnerships with community organizations? Please check one.**

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- Yes (If you answer yes, all the following questions in this section are required.)
- No

Total number of new and current partnering organizations:

Please list the names of all new and current partnering organizations:

Total number of organizations that received capacity building services from you or as a result of your service:

Please list the names of all new and current partnering organizations that received capacity building services from you or as a result of your service (If there are none, put down N/A.):

How many of these organizations reported that capacity building services helped to make their organization more effective?

Please list the names of all new and current partnering organizations that received capacity building services and reported that capacity building services have helped to make the organization more effective (If there are none, put down N/A.):

If you reported “yes” to maintaining or continuing partnerships, please provide up to two narratives describing successful partnerships that have significantly impacted or will impact capacity building efforts in the community. Please include:

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- VISTA name and host site in the first sentence (ex: Zekiye Salman, first-year Pathways to Employment AmeriCorps VISTA serving with Michigan Nonprofit Association in Lansing, MI...) \*\*Refer to VISTA as “VISTA Last Name” (ex: VISTA Salman) after this initial sentence.\*\*
- Name of partner organizations
- Contact person from each organization
- Brief description of the partner and their focus area related to poverty
- VISTA’s role in creating the partnership and capacity building efforts
- Activities/initiatives and capacity building that occurred
- Community impact that did or will occur because of the partnership

## Community Building

**\*During this quarter, did you create new systems or business processes (technology, performance management, training, etc.) or enhancements to existing systems and business processes? Please check one.**

- Yes (If you answer yes, all the following questions in this section are required.)
- No

Total number of new systems and business processes created:

If you reported “yes” to creating new systems or business processes, please provide up to two narratives describing how the creation of new systems or business processes helped impact or will impact capacity building efforts in the community. Please include:

- VISTA name and host site in the first sentence (ex: Zekiye Salman, first-year Pathways to Employment AmeriCorps VISTA serving with Michigan Nonprofit Association in Lansing, MI...) \*\*Refer to VISTA as “VISTA Last Name” (ex: VISTA Salman) after this initial sentence.\*\*
- Name of partnering organizations
- Brief description of the new systems or business processes
- VISTA’s role in the creation and/or enhancement process
- Impact that did or will occur because of the new systems or business processes

**\*During this quarter, did you complete a community assessment to identify goals or recommendations for partnering organizations? Please check one.**

- Yes (If you answer yes, all the following questions in this section are required.)
- No

Total number of organizations participating in community assessment:

**Include all media, pictures, articles, etc. from this quarter in an email to your VISTA Leader.**

If you reported “yes” to completing community assessments, please provide up to two narratives describing how the community assessments have helped impact or will impact capacity building efforts in the community. Please include:

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\*\*Refer to VISTA as “VISTA Last Name” (ex: VISTA Salman) after this initial sentence.\*\*
- Name of partnering organizations
- Brief description of the community assessment completed
- VISTA’s role in the completing the community assessment
- Impact that did or will occur because of the community assessment information

**\*Please indicate how many veterans, family members of veterans, family members of active-duty military, or military service members you have served, separated by a semicolon (;).**

Ex. 12;45;0;1

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