



**LIVE UNITED**

## **United Way of Pettis County**

The United Way of Pettis County requires funded partners to submit quarterly reports and a final report. Funding is only distributed upon receipt of the reports. Reports will be submitted electronically from the UWPC funded partner portal.

The data will be entered according to the UWPC priority areas as outlined below:

Education:	4th grade reading proficiency, school readiness
Income Stability	Removing barriers to employment and continued education
Health:	Accesses to care and improving health literacy
Safety Net:	Addressing Hunger and/or Homelessness

### **Quarterly reports will include the following information:**

1. Project Name
2. Number of Volunteers to support
3. Project Number of Volunteer Hours to support Project
4. How many FTEs to support project?
5. List of collaborators for quarter?
6. How many people were served (impacted)?
7. Year to date expenditures according to budget submitted with application

### **End of the year report will include the following information:**

1. Project Name
2. Number of Volunteers to support
3. Project Number of Volunteer Hours to support Project
4. How many FTEs to support project?
5. List of collaborators for quarter?
6. How many people were served (impacted)?
7. Year to date expenditures according to budget submitted with application

### **End of year report will also include a Narrative Response**

1. How do you define success of the project? Please reference your application (question 3 under Design and Execution)
2. What changes did you anticipate?
3. What changes actually happened?
4. Please explain if there was a discrepancy in what you expected and what actually happened.