

DCCCD OFFICE OF STUDENT RETENTION
AWARDS—FINAL REPORT
(PLEASE SUBMIT THIS REPORT AS A WORD DOCUMENT)

All retention award recipients are expected to submit a final report upon program completion. Submission deadlines will be provided by the Office of Student Retention. Final reports should address the questions outlined below. This is a free-form WORD document. Please use the amount of space necessary to fully answer all questions. Additional information in the form of attachments is strongly encouraged for this final report.

- Respond to **all** questions asked, marking as “N/A” only those that are not applicable to this award.
- Include **measurable** outcomes in the appropriate section(s).

Award Type (i.e., Seed or Replication): _____

Program/Project Name: _____

Award Principal Coordinator: _____

Phone Number: _____ **Email Address:** _____

Referring to your original application describe the program/project including the goals and objectives. Also include any officially approved program modifications (including changes to the project scope) and discuss the program activities that were implemented through this award. Explain any unintended or unanticipated objectives, including any obstacles in implementing the planned project and how these obstacles were addressed.

Provide information (including data) that demonstrates the relationship between award goals and objectives and program accomplishments, (i.e., information from formal evaluations or other sources).

In light of what was learned through this award, discuss the program’s impact on retention.

How will this program/project be institutionalized in the college(s) that implemented the award program/project?

Provide a plan as to how this project (if evaluation results indicated success) could be implemented for institutionalization throughout the district.

