

**CSUN College of Engineering and Computer Science**  
**2016 HSI-STEM/AIMS<sup>2</sup> Grant Project**  
**YEAR 1 INTERIM PERFORMANCE REPORT (IPR)**  
*April 2017 Submission Timeline*

<b>Groups</b>	<b>Events</b>	<b>Day</b>	<b>Date</b>	<b>Time</b>
Nathan	Present overview of the implementation of the project evaluation, including annual reporting requirements	Thursday	January 19	by 3:00 pm
Nathan	Contact COC, GCC, Moorpark, and Pierce project team members with an overview/descriptive summary of annual performance reporting/Section A for Year 1 interim performance report (IPR)	Thursday	January 26	by 5:00 pm
Nathan	Contact USDE HSI program staff to inquire about 2016 grantee IPR submission date	Tuesday	January 31	by 5:00 pm
Nathan and Angela	Share project objectives and performance measures by institution and assessment methods to be reported in the Year 1 IPR	Thursday	February 23	by 3:00 pm
Nathan and Angela	Share draft Year 1 IPR submission timeline	Thursday	February 23	by 3:00 pm
Nathan and Angela	From CSUN team members: Request descriptions of ALL project activities to date using the project activity record <u>and</u> program data for <b>Performance Measure (2.1): The number of Hispanic and low-income students participating in grant-funded student support programs or services.</b>	Thursday	February 23	by 3:00 pm
Nathan and Angela	From COC, GCC, Moorpark, and Pierce project team members: Request descriptions of ALL project activities to date using the project activity record <u>and</u> program data for <b>Performance Measure (2.1): The number of Hispanic and low-income students participating in grant-funded student support programs or services.</b>	Thursday	February 23	by 3:00 pm
CSUN, COC, GCC, Moorpark, Pierce	Send to Nathan and/or Angela descriptions of ALL project activities to date using the project activity record <u>and</u> <b>Performance Measure (2.1)</b> data	Friday	March 10	by 5:00 pm
Nathan and Angela	Compile draft <b>Performance Measure (2.1)</b> data and explanatory descriptions of ALL project activities for all project objectives/performance measures/outcome measures for IPR Year 1 Section A	Monday	March 13	by 5:00 pm
Nathan and Angela	Request revisions of Section A/IPR (if needed) of descriptions of ALL project activities to date <u>and</u> <b>Performance Measure (2.1)</b> data from CSUN, COC, GCC, Moorpark, and Pierce project team members	Monday	March 13	by 5:00 pm
Ramesh, Nathan, and Angela	Present Section A (Nathan) and Section B (Ramesh) of draft Year 1 IPR to HSI-STEM team and lead discussion/respond to questions/request feedback	Thursday	March 16	by 3:00 pm
CSUN, COC, GCC, Moorpark, Pierce	Share feedback on draft IPR	Friday	March 24	by 5:00 pm
Nathan and Angela	Revise draft IPR submission timeline (if needed) with submission date from USDE program staff	Friday	March 24	by 5:00 pm
Ramesh	Request budget data (for current grant period)/Section B information from the TUC	Friday	March 24	by 5:00 pm
Ramesh	Draft Section B of the APR	Friday	March 31	by 5:00 pm
Ramesh and Nathan	Revise Part B (Ramesh)/Part A (Nathan and Angela) draft IPR based on feedback from HSI-STEM team	Monday	April 3	by 5:00 pm
Ramesh	Email Scott with draft IPR and asks for feedback/questions/concerns (compliance)	Friday	April 7	by 5:00 pm
Scott	Submit final IPR to USDE	TBD	TBD	TBD