



Badges for Baseball Progress Reports Frequently Asked Questions

Where and how do I submit progress reports?

All progress reports must be submitted through CRSF's grant management system (GMS). Please refer to the "GMS How To Guide" available in the Materials section of CRSFPortal.org.

When are progress reports due?

Progress report due dates can be found in your organization's Letter of Agreement (LoA), under item 5 of the Program Specific Requirements.

What's the difference between my reporting period and my grant award period?

Your grant award period refers to the entire length of your grant, and is in box 5 on the first page of your organization's LoA.

For the Mid-Year Progress Report, the reporting period begins on the first day of your grant award period and ends on the due date for your mid-year progress report.

*For the Final Year Progress Report, the reporting period begins on the day *after* your mid-year progress report due date and ends on the last day of your grant award period.*

What will we need to report on?

Here is a preview of the questions that you can expect to answer on each progress report. You'll need to track and report on data *per reporting period* unless otherwise noted.

*Ex: 50 participants as of mid-year (include in Mid-Year Progress Report)
+ 50 participants who joined after mid-year = 50 (include in Final Year Progress Report)
= 100 (total number of participants during grant award period)*

Quantitative Questions (Numeric answers only)

- Number of *Badges for Baseball* youth participants during this reporting period
- Number of program youth served during this reporting period with a parent(s) in the military

- Number of youth participating in *Badges for Baseball* with a parent incarcerated at the time of their participation in the program
- Number of youth benefiting from CRSF support who are outside the *Badges for Baseball* program
- Additional staff or volunteers trained (to implement *Badges for Baseball*) who did not attend the CRSF training
 - *This is the number of adults (during this reporting period) trained by your organization to run Badges for Baseball/participate as a mentor.*
- Number of law enforcement representatives actively participating in the program
- Number of law enforcement representatives who have left the program during this reporting period
- Number of law enforcement agencies and/or departments participating in the program
- Excluding law enforcement, number of mentors (staff or volunteers) in the program during this reporting period
- Excluding law enforcement, number of mentors (staff or volunteers) who left the program during this reporting period
- Number of youth who successfully completed program requirements (participated in sports program including the 12 lesson *Healthy Choices, Healthy Children** curriculum) during this reporting period
 - *Mid-Year Progress Report: If youth have started but will not complete the program until the next reporting period, do not count them here. Include them in the Final Year Progress Report.*
- Number of youth who dropped out of the program during the reporting period
- Number of program youth observed displaying an improvement in social competencies (e.g. hanging out with a positive peer group, setting goals, work ethic, personal responsibility, healthier lifestyle, relationships with law enforcement) during the reporting period
 - *Have you noticed the participant working harder since the start of the program?*
 - *Is the participant better able to give good reasons for his/her actions?*
 - *Have you noticed the participant setting short-term goals for him/herself? Is the participant more willing to set short-term goals for him/herself?*
 - *Are you more confident that the participant is living a healthier lifestyle as a result of the program?*
 - *Since the start of the program, has the participant hung out with a more positive group of friends? (Or, was the participant already hanging out with a positive group of friends?)*
 - *Is the participant more comfortable interacting with public safety officers now than at the start of the program?*
- Number of program youth who had a new arrest or delinquent offense during this reporting period
- Number of program youth who were recommitted to a juvenile facility during this reporting period
- Number of program youth who were sentenced to adult prison during this reporting period
- Number of youth who received another sentence during this reporting period

- Over the course of the entire grant period, total number of program sites served through this award (*Final Year Report only*)
 - *This should be the number of different locations in which you ran the program with different groups of participants.*

**The Badges for Baseball Coaches Manual was previously named the Healthy Choices, Healthy Children Coaches Manual. While we are updating our systems, please note that some areas may still refer to the curriculum by its old name.*

Qualitative Questions (Max. 500 word response per question)

- Please describe how your organization implemented the *Healthy Choices, Healthy Children* (HCHC) character development element of the program.
 - *How many times per week did you hold sessions?*
 - *How did you incorporate athletic play?*
 - *How did you use the program materials (equipment/Quickball/HCHC)?*
 - *What were the unique ways in which you incorporated the program into current organization activities?*
- What role have law enforcement volunteers played in the *Badges for Baseball* program this reporting period?
- List all community partnerships including law enforcement and other supporting organizations. Please describe your organization's ability to build community partnerships to implement program activities. How did these partnerships enhance your programming efforts and impact the youth served?
- Please describe any challenges in partnerships that you have faced while implementing the program or using program materials.
- Please describe how you have used other Cal Ripken, Sr. Foundation program resources, including supplemental HCHC booklets (e.g. financial literacy, bullying, civics & leadership, etc.) and CRSFPortal.org, and any of our child protection tools available online. Your feedback will help us serve you better, so please include any use by your organization, whether or not it is within the context of this program. (*Final Year Report only*)
- Please share any highlights, events, or success stories from your *Badges for Baseball* program to date. The Cal Ripken, Sr. Foundation may select your response to be highlighted on our websites, in social media, or in other materials.

Have other questions? Please contact your Program Manager.