

SAFETY NET SERVICES REPORT FORM

Grantee & Program/Project:

Instructions:

For the January 1 - June 30 report period:

Evanston NEW = the number of new Evanston participants who enrolled between Jan 1-June 30 (and were not enrolled in the prior year)
Evanston CONTINUING = the number of Evanston residents enrolled prior to January 1, 2025.

Total Participants NEW = the number of all new participants (including Evanston residents) enrolled in services between Jan 1-June 30 (and were not enrolled in the prior year)
Total Participants CONTINUING = the number of all participants (including Evanston residents) enrolled in services prior to January 1, 2025.

For the July 1 - December 31 report period:

Evanston NEW = the number of new Evanston participants enrolled between July 1 - Dec 31 (and were not enrolled in the prior year)
Continuing Evanston = the number of Evanston participants enrolled prior to July 1

Total Participants NEW = the number of all new participants (including Evanston residents) enrolled between July 1-Dec 31 (and were not enrolled in the prior year)
Total Participants CONTINUING = the number of all participants (including Evanston residents) enrolled in services prior to July 1

Send Source Document with report submission as pdfs. If staffing is paid with grant funds, **time & activity tracking MUST be provided** if individuals being paid with grant funds also work on other programs that are not grant funded. Time & Activity tracking must also be provided for staff working with Evanston and non-Evanston residents. If staff work exclusively with Evanston residents, no time & activity tracking is required.

In Yellow: number of Evanston **NEW** and **CONTINUING** (participants) should match row 13 totals for each column (example B37=B13)

In Peach: number of Total Participants **NEW** and **CONTINUING** should match row 13 totals for each column (example E22 = E13)

Fields in grey will automatically total - **do not enter numbers in grey boxes!**

Participants Served	REPORT PERIOD: January 1 - June 30				
	Evanston	Evanston	Total	Total	Total
	NEW	CONTINUING	Participants	Participants	Participants
			NEW	CONTINUING	Served
					0

Participants Served	REPORT PERIOD: July 1 - December 31				
	Evanston	Evanston	Total	Total	Total
	NEW	CONTINUING	Participants	Participants	Participants
			NEW	CONTINUING	Served
					0

Instruction: do not edit Total row 22	REPORT PERIOD: January 1 - June 30				
	Evanston	Evanston	Total	Total	Total
	NEW	CONTINUING	Participants	Participants	Participants
Family Income -- New*			NEW	CONTINUING	Served
Very Low-less than 30% of median					0
Low-less than 50% of median					0
Moderate-less than 80% of median					0
Not Low/Moderate-80%+ of median					0
Total	0	0	0	0	0

Instruction: do not edit Total row 22	REPORT PERIOD: July 1 - December 31				
	Evanston	Evanston	Total	Total	Total
	NEW	CONTINUING	Participants	Participants	Participants
Family Income -- New*			NEW	CONTINUING	Served
Very Low-less than 30% of median					0
Low-less than 50% of median					0
Moderate-less than 80% of median					0
Not Low/Moderate-80%+ of median					0
Total	0	0	0	0	0

Instruction: do not edit Total row 37	REPORT PERIOD: January 1 - June 30				
	Evanston	Evanston	Total	Total	Total
	NEW	CONTINUING	Participants	Participants	Participants
Race			NEW	CONTINUING	Served
White (non-Hispanic)	1	1			0
White (Hispanic)					0
Black/African American					0
Black/African American (Hispanic)					0
Asian					0
American Indian/Alaskan native					0
Native Hawaiian/Other Pacific Islander					0
Other multi-racial					0
Other multi-racial (Hispanic)					0
Total	1	0	0	0	0

Instruction: do not edit Total row 37	REPORT PERIOD: July 1 - December 31				
	Evanston	Evanston	Total	Total	Total
	NEW	CONTINUING	Participants	Participants	Participants
Race			NEW	CONTINUING	Served
White (non-Hispanic)					0
White (Hispanic)					0
Black/African American					0
Black/African American (Hispanic)					0
Asian					0
American Indian/Alaskan native					0
Native Hawaiian/Other Pacific Islander					0
Other multi-racial					0
Other multi-racial (Hispanic)					0
Total	0	0	0	0	0

Instruction: do not edit Total row 45	REPORT PERIOD: January 1 - June 30				
	Evanston	Evanston	Total	Total	Total
	NEW	CONTINUING	Participants	Participants	Participants
Age Information			NEW	CONTINUING	Served
Children under 18					0
Adults 18-64					0
Senior Citizens 65+					0
Total	0	0	0	0	0

Instruction: do not edit Total row 45	REPORT PERIOD: July 1 - December 31				
	Evanston	Evanston	Total	Total	Total
	NEW	CONTINUING	Participants	Participants	Participants
Age Information			NEW	CONTINUING	Served
Children under 18					0
Adults 18-64					0
Senior Citizens 65+					0
Total	0	0	0	0	0

New Participants only	REPORT PERIOD: January 1 - June 30		REPORT PERIOD: January 1 - June 30	
	Evanston	Total	Evanston	Total
Special Needs, if applicable -- New*				
Homeless				
Female Headed Household				
Disabled/Special Needs				

Safety Net Services	REPORT PERIOD: January 1 - June 30		REPORT PERIOD: January 1 - June 30	
	Evanston	Total	Evanston	Total
Number of service hours provided to participants				
Number of tangible or material safety net items provided to participants				
Number of people interested/ eligible, but turned away for lack of capacity				
Number of exits				

SAFETY NET SERVICES REPORT FORM

Grantee & Program/Project:

Report Period:

Jan 1 - June 30 OR July 1 - Dec 31

Delete report period that **does not** reflect submission period

Instructions:

Please complete narratives below with program information relevant to the report period and for Evanston participants served.

Were any Evanston residents seeking services turned away and, if so, why?

Describe any barriers to service delivery, including agency/program challenges (e.g. capacity or staffing challenges) or participant challenges (e.g. lack of transportation, financial resources, participant refused services, etc.).

If desired, describe any significant program accomplishments below.