

Extreme Heat and Community Resilience Program Round 1

Quarterly Report Template

Before You Dive In:

1. This form is for project leads only.
2. It should take about 45 minutes to complete.
3. Deadline: September 15, 2025 at 5:30 PM.

Key Questions for everyone (Required)

1. **Your project.** Let’s get started! Choose your project and project lead from the list below.
2. **How Is it Going? Your Quarterly Check-In.** Thinking about the last three months, how much do you agree with these statements about your progress toward the main grant deliverable?

Question	Strongly Disagree	Disagree	Neither Agree nor Disagree	Agree	Strongly Agree
Our progress over the past three months aligns with our original workplan, and we are on track to meet the main deliverable by the final deadline.					
We have been able to make progress on the main deliverable with minimal difficulty or disruption.					
We identified challenges that may impact our ability to meet the main deliverable on time, and we anticipate needing to revise our workplan. We will reach out to discuss potential adjustments.					
We are spending our grant funds in alignment with the approved budget and timeline.					
We feel confident that we will meet our next key milestone in the coming quarter.					
There are external factors (e.g., weather, permitting, partners, political) that may affect our ability to deliver on time.					
I feel that my organization’s efforts this quarter made a meaningful contribution to protecting people from extreme heat.					

3. **Moments That Mattered.** We’d love to hear about two highlights from the past three months, the moments that made your team proud, happy, or energized. They can be the outcome of an event, a small but powerful interaction in the community, a new leader stepping up, a shift in

communication that helped people connect with your message, or an experience that reminded you why this work matters.

One should include a story about a real person that was affected by heat or by your project (a people story).

What happened? Why did it matter? Who was involved or impacted?

- Highlight 1 (a people story – required):
- Highlight 2:

4. Did you upload photos for any of the highlights listed above?

Please upload your pictures using this link.

Name each file using the format: ProjectName_Highlight1

5. Alternatively, please share a link to your pictures below, and we'll download them!

Name each file using the format: ProjectName_Highlight1

6. Gatherings That Grow Your Impact. Finally, we want to hear about the events and the buzz your project is creating!

Did you host any events that supported your project's development this past quarter? These could be focus groups, conversations, neighborhood meetings, community events, workshops, or anything else where people came together.

Please share:

- What was the event?
- How did it support your project?
- How many people attended (estimated is fine)?

Optional - If You Have a Moment

- 1. Strengthening Skills to Tackle the Heat.** Have your team members or partner organizations learned new skills on how to approach extreme heat in the past three months? We'd love to hear about any trainings, workshops, conferences, virtual courses, or anything else that helped your team grow in this area!
- 2. Future Events:** Does your project or project partnership have any events coming up that the EHCRP staff could help promote or attend? If so, please share the date, time, location, and a brief description of the event or activity.

3. **How can we support you?** If you are facing any challenges or have any specific needs, please share them below. Your assigned point of contact will reach out with next steps to help.
4. **Anything Else You'd Like to Share?** Please feel free to use the space below to add any final thoughts, comments, or questions – or anything else that did not quite fit in the earlier sections.

You are doing awesome – thank you for all your cool(ing) work! We'll see you next quarter!