**FY24 Quarterly Report Template**

Overdose Data to Action

Version Date: October 2023

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| **Grantee Name:** |
| **Grant Number: 03420-[**Insert Grant Number Extension**]** |
| **Reporting Period (select one): ☐ Period 1 Report (September 1, 2023 – November 30, 2023) *Due 12/30/23*** **☐ Period 2 Report (December 1, 2023 – February 28, 2024) *Due 3/30/24*** **☐ Period 3 Report (March 1, 2024 – May 31, 2024) *Due 6/30/24*** **☐ Final Report (September 1, 2023 – August 31, 2024) *Due 9/30/24*** **☐ Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**Instructions**:

Complete the following sections regarding your organization’s Overdose Data to Action subgrant with Vermont Department of Health’s Division of Substance Use Programs. This report is due according to the terms of your grant and must be submitted via Alchemer at this link: <https://survey.alchemer.com/s3/7561772/OD2A-FY24-Survey>

# Reporting Period **Successes**

1. Please share brief, key successes of program/project during this reporting period:

# Reporting Period **Challenges**

1. Please share brief, key challenges of program/project during this reporting period:

# Reporting Period **Progress Narrative**

1. **Please provide a detailed narrative of the progress program/project has made during the reporting period.***Note: Reporting on the Quantity and/or Quality Indicators included in ‘Table 1 - Performance Indicators’ and the requirements included in ‘Section 3: Required Services and Activities’ and of Attachment A of your grant is required*:

# \*For **Final Report** only\*

1. **Please provide a summative narrative of the progress your program/project has made during the entire project period if not included in above successes, challenges, and narrative sections.***Note: Reporting on the Quantity and/or Quality Indicators included in ‘Table 1 - Performance Indicators’ and the requirements included in ‘Section 3: Required Services and Activities’ and of Attachment A of your grant is required*: