

Immigration Services Education and Outreach IS-EO Quarterly Report

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ORGANIZATION / CONTRACTOR NAME		VERSION		REPORT QTR		REPORT YEAR	
		<input type="checkbox"/> INITIAL	<input type="checkbox"/> REVISED	Month 1	Month 2	Month 3	Quarter Total
PART A. EDUCATION AND OUTREACH SERVICES				Month 1	Month 2	Month 3	Quarter Total
1.	Individuals reached (promote, explain <i>and</i> refer) by education and outreach efforts.....			1	2	3	4
2.	Referrals to service providers (Sum of Items 2a through 2bi)..... <i>In Items 2a through 2bi, count each time an individual (from Item 1) is referred to a service provider (CDSS contractor). An individual may be referred one or more times per month, to one or more contractor per month, in one or more month per quarter.</i>			5	6	7	8
a.	Access California Services.....			9	10	11	12
b.	Alliance for African Assistance.....			13	14	15	16
c.	Alliance San Diego.....			17	18	19	20
d.	Asian Americans Advancing Justice Los Angeles.....			21	22	23	24
e.	Asian Pacific Islander Legal Outreach.....			25	26	27	28
f.	California Family Resource Association.....			29	30	31	32
g.	California Human Development.....			33	34	35	36
h.	California Rural Legal Assistance Foundation Inc.....			37	38	39	40
i.	Canal Alliance.....			41	42	43	44
j.	Casa Cornelia Law Center.....			45	46	47	48
k.	Catholic Charities of California Los Angeles.....			49	50	51	52
l.	Catholic Legal Immigration Network Inc.....			53	54	55	56
m.	Center for Human Rights and Constitutional Law.....			57	58	59	60
n.	Central American Resource Center of Los Angeles.....			61	62	63	64
o.	Central American Resource Center of Northern California.....			65	66	67	68
p.	Centro Community Hispanic Association Inc.....			69	70	71	72
q.	Centro Legal de la Raza.....			73	74	75	76
r.	Chinese for Affirmative Action.....			77	78	79	80
s.	Coalition for Humane Immigrant Rights of Los Angeles.....			81	82	83	84
t.	East Bay Community Law Center.....			85	86	87	88
u.	El Concilio (Diocese of Stockton).....			89	90	91	92
v.	El Concilio Family Services (Oxnard).....			93	94	95	96
w.	Episcopal Diocese of Los Angeles.....			97	98	99	100
x.	Fresno Economic Opportunities Commission.....			101	102	103	104
y.	Immigrant Legal Resource Center.....			105	106	107	108
z.	IMPORTA Santa Barbara.....			109	110	111	112
aa.	Inland Counties Legal Services.....			113	114	115	116
ab.	International Institute of Los Angeles.....			117	118	119	120
ac.	International Institute of the Bay Area.....			121	122	123	124
ad.	International Rescue Committee.....			125	126	127	128
ae.	Jewish Family & Children's Services of the East Bay.....			129	130	131	132
af.	Jewish Family and Children's Services.....			133	134	135	136
ag.	Jewish Family Service of San Diego.....			137	138	139	140
ah.	Korean Immigrants Workers Advocates.....			141	142	143	144
ai.	La Raza Centro Legal.....			145	146	147	148
aj.	Lawyers' Committee for Civil Rights of the San Francisco Bay Area.....			149	150	151	152
ak.	Legal Aid Foundation of Los Angeles.....			153	154	155	156
al.	Legal Aid Society of San Diego.....			157	158	159	160
am.	Legal Assistance for Seniors.....			161	162	163	164
an.	LGBT Center OC.....			165	166	167	168
ao.	Libreria Del Pueblo Inc.....			169	170	171	172
ap.	Los Angeles Center for Law and Justice.....			173	174	175	176
aq.	Los Angeles County Bar Association.....			177	178	179	180
ar.	Los Angeles County Federation, AFL-CIO.....			181	182	183	184
as.	Loyola Immigrant Justice Clinic.....			185	186	187	188
at.	Mixteco/Indigena Community Organizing Project.....			189	190	191	192
au.	National Immigration Law Center.....			193	194	195	196
av.	OneJustice.....			197	198	199	200
aw.	Opening Doors Inc.....			201	202	203	204
ax.	Orange County Labor Foundation.....			205	206	207	208
ay.	PICO California.....			209	210	211	212
az.	Pomona Economic Opportunity Center Inc.....			213	214	215	216
ba.	Public Law Center.....			217	218	219	220
bb.	San Bernardino Community Service Center Inc.....			221	222	223	224
bc.	San Joaquin College of Law.....			225	226	227	228
bd.	Services, Immigrant Rights and Education Network.....			229	230	231	232
be.	TODEC Legal Center Perris Inc.....			233	234	235	236
bf.	UFW Foundation.....			237	238	239	240
bg.	UNITE HERE.....			241	242	243	244
bh.	Vietnamese Voluntary Foundation.....			245	246	247	248
bi.	World Relief Corp.....			249	250	251	252

PART A. EDUCATION AND OUTREACH SERVICES (Continued)		Month 1	Month 2	Month 3	Quarter Total
3.	Education and outreach events held (Sum of Items 3a through 3e).....	253	254	255	256
	<i>Each event must be entered in only one item (either 3a, 3b, 3c, 3d or 3e).</i>				
a.	DACA-only education and outreach events held.....	257	258	259	260
b.	DAPA-only education and outreach events held.....	261	262	263	264
c.	Naturalization-only education and outreach events held.....	265	266	267	268
d.	Other immigration remedy-only education and outreach events held.....	269	270	271	272
e.	Education and outreach events held that covered two or more of the above topics.....	273	274	275	276
4.	Individuals who attended the education and outreach events in Item 3 (Sum of Items 4a through 4e; count the individual in all events attended).....	277	278	279	280
a.	Individuals who attended DACA-only education and outreach events held.....	281	282	283	284
b.	Individuals who attended DAPA-only education and outreach events held.....	285	286	287	288
c.	Individuals who attended Naturalization-only education and outreach events held.....	289	290	291	292
d.	Individuals who attended other immigration remedy-only education and outreach events held.....	293	294	295	296
e.	Individuals who attended education and outreach events held that covered two or more of the above topics.....	297	298	299	300
5.	County in which the event was held (Sum of Items 5a through 5bf; automatically calculated for editing purposes) <i>In Items 5a through 5bf, enter the county in which the event in Item 3 was held. Each event must be counted in only one item.</i>				
a.	Alameda.....				301
b.	Alpine.....				302
c.	Amador.....				303
d.	Butte.....				304
e.	Calaveras.....				305
f.	Colusa.....				306
g.	Contra Costa.....				307
h.	Del Norte.....				308
i.	El Dorado.....				309
j.	Fresno.....				310
k.	Glenn.....				311
l.	Humboldt.....				312
m.	Imperial.....				313
n.	Inyo.....				314
o.	Kern.....				315
p.	Kings.....				316
q.	Lake.....				317
r.	Lassen.....				318
s.	Los Angeles.....				319
t.	Madera.....				320
u.	Marin.....				321
v.	Mariposa.....				322
w.	Mendocino.....				323
x.	Merced.....				324
y.	Modoc.....				325
z.	Mono.....				326
aa.	Monterey.....				327
ab.	Napa.....				328
ac.	Nevada.....				329
ad.	Orange.....				330
ae.	Placer.....				331
af.	Plumas.....				332
ag.	Riverside.....				333
ah.	Sacramento.....				334
ai.	San Benito.....				335
aj.	San Bernardino.....				336
ak.	San Diego.....				337
al.	San Francisco.....				338
am.	San Joaquin.....				339
an.	San Luis Obispo.....				340
ao.	San Mateo.....				341
ap.	Santa Barbara.....				342
aq.	Santa Clara.....				343
ar.	Santa Cruz.....				344
as.	Shasta.....				345
at.	Sierra.....				346
au.	Siskiyou.....				347
av.	Solano.....				348
aw.	Sonoma.....				349
ax.	Stanislaus.....				350
ay.	Sutter.....				351
az.	Tehama.....				352
ba.	Trinity.....				353
bb.	Tulare.....				354
bc.	Tuolumne.....				355
bd.	Ventura.....				356
be.	Yolo.....				357
bf.	Yuba.....				358

PART A. EDUCATION AND OUTREACH SERVICES (Continued)		Quarter Total
6.	Racial/ethnic identity of individuals reached <i>(Sum of Items 6a through 6v; automatically calculated for editing purposes)</i> <i>In Items 6a through 6v enter the racial/ethnicity identity of the individuals in Item 1.</i>	
		359
a.	American Indian or Alaska Native.....	360
b.	Asian Indian.....	361
c.	Black or African American (Hispanic or Latino).....	362
d.	Black or African American (non-Hispanic or Latino).....	363
e.	Cambodian.....	364
f.	Chinese.....	365
g.	Filipino.....	366
h.	Guamanian.....	367
i.	Hmong.....	368
j.	Indigenous - Latin America (Specify the communities in the Item 6j Explanation box)	369
k.	Japanese.....	370
l.	Korean.....	371
m.	Laotian.....	372
n.	Native Hawaiian.....	373
o.	Vietnamese.....	374
p.	Other Asian.....	375
q.	Samoa.....	376
r.	White (Hispanic or Latino).....	377
s.	White (non-Hispanic or Latino).....	378
t.	Hispanic or Latino (any other race).....	379
u.	More than one of the above.....	380
v.	Other (Specify in the Item 6v Other Race/Ethnicity Explanation box).....	

PART A. EDUCATION AND OUTREACH SERVICES (Continued)		Quarter Total
7.	Language in which the education and outreach event was provided <i>(Sum of Items 7a through 7aq; automatically calculated for editing purposes)</i> <i>In Items 7a through 7aq, enter the languages the service in Item 1 was provided. Some services (e.g. outreach events) may have been provided in more than one language. Count all that apply for each service provided.</i>	
a.	American Sign Language.....	381
b.	Amharic.....	382
c.	Arabic.....	383
d.	Armenian.....	384
e.	Assyrian.....	385
f.	Cambodian.....	386
g.	Cantonese.....	387
h.	English.....	388
i.	Farsi.....	389
j.	French.....	390
k.	Hebrew.....	391
l.	Hindi.....	392
m.	Hmong.....	393
n.	Ilocano.....	394
o.	Italian.....	395
p.	Japanese.....	396
q.	Kanjolal.....	397
r.	Korean.....	398
s.	Lao.....	399
t.	Mam.....	400
u.	Mandarin.....	401
v.	Mien.....	402
w.	Mixteco.....	403
x.	Pashtu.....	404
y.	Polish.....	405
z.	Portuguese.....	406
aa.	Punjabi.....	407
ab.	Romanian.....	408
ac.	Russian.....	409
ad.	Samoan.....	410
ae.	Spanish.....	411
af.	Tagalog.....	412
ag.	Thai.....	413
ah.	Tigrigna.....	414
ai.	Turkic.....	415
aj.	Turkish.....	416
ak.	Triqui.....	417
al.	Urdu.....	418
am.	Vietnamese.....	419
an.	Zapoteco.....	420
ao.	Other Chinese Languages (Specify in Item 7ao Explanation box).....	421
ap.	Other Non-English (Specify in Item 7ap Explanation box).....	422
aq.	Other Sign Language (Specify in Item 7aq Explanation box).....	423

PART A. EDUCATION AND OUTREACH SERVICES (Continued)		Quarter Total
8.	County of residence <i>(Sum of Items 8a through 8bf; automatically calculated for editing purposes)</i> <i>In Items 8a through 8bf, for the individuals in Item 1, enter their county of residence at the time service was provided.....</i>	
a.	Alameda.....	424
b.	Alpine.....	425
c.	Amador.....	426
d.	Butte.....	427
e.	Calaveras.....	428
f.	Colusa.....	429
g.	Contra Costa.....	430
h.	Del Norte.....	431
i.	El Dorado.....	432
j.	Fresno.....	433
k.	Glenn.....	434
l.	Humboldt.....	435
m.	Imperial.....	436
n.	Inyo.....	437
o.	Kern.....	438
p.	Kings.....	439
q.	Lake.....	440
r.	Lassen.....	441
s.	Los Angeles.....	442
t.	Madera.....	443
u.	Marin.....	444
v.	Mariposa.....	445
w.	Mendocino.....	446
x.	Merced.....	447
y.	Modoc.....	448
z.	Mono.....	449
aa.	Monterey.....	450
ab.	Napa.....	451
ac.	Nevada.....	452
ad.	Orange.....	453
ae.	Placer.....	454
af.	Plumas.....	455
ag.	Riverside.....	456
ah.	Sacramento.....	457
ai.	San Benito.....	458
aj.	San Bernardino.....	459
ak.	San Diego.....	460
al.	San Francisco.....	461
am.	San Joaquin.....	462
an.	San Luis Obispo.....	463
ao.	San Mateo.....	464
ap.	Santa Barbara.....	465
aq.	Santa Clara.....	466
ar.	Santa Cruz.....	467
as.	Shasta.....	468
at.	Sierra.....	469
au.	Siskiyou.....	470
av.	Solano.....	471
aw.	Sonoma.....	472
ax.	Stanislaus.....	473
ay.	Sutter.....	474
az.	Tehama.....	475
ba.	Trinity.....	476
bb.	Tulare.....	477
bc.	Tuolumne.....	478
bd.	Ventura.....	479
be.	Yolo.....	480
bf.	Yuba.....	481

PART B. EDUCATION AND OUTREACH ORGANIZATIONAL PRACTICES	
9. What methods and strategies were used to explain eligibility for deferred action, other immigration remedies and naturalization?	482
10. What methods and strategies were used to promote the benefits of deferred action, other immigration remedies and naturalization?	483
11. Number of CDSS contractors that your organization collaborated with during the quarter <i>(Sum of Items 11a through 11o; automatically calculated for editing purposes). This total does not include any additional contractors entered in the Item 11 Additional CDSS Contractor Collaborations box)</i>	
11a. If your organization collaborated with another CDSS contractor during the quarter, select contractor from drop-down menu and briefly describe the type of collaboration	484
11b. If your organization collaborated with an additional CDSS contractor during the quarter, select contractor from drop-down menu and briefly describe the type of collaboration	485
11c. If your organization collaborated with an additional CDSS contractor during the quarter, select contractor from drop-down menu and briefly describe the type of collaboration	486
11d. If your organization collaborated with an additional CDSS contractor during the quarter, select contractor from drop-down menu and briefly describe the type of collaboration	487
11e. If your organization collaborated with an additional CDSS contractor during the quarter, select contractor from drop-down menu and briefly describe the type of collaboration	488
11f. If your organization collaborated with an additional CDSS contractor during the quarter, select contractor from drop-down menu and briefly describe the type of collaboration	489
11g. If your organization collaborated with an additional CDSS contractor during the quarter, select contractor from drop-down menu and briefly describe the type of collaboration	490
11h. If your organization collaborated with an additional CDSS contractor during the quarter, select contractor from drop-down menu and briefly describe the type of collaboration	491
11i. If your organization collaborated with an additional CDSS contractor during the quarter, select contractor from drop-down menu and briefly describe the type of collaboration	492
11j. If your organization collaborated with an additional CDSS contractor during the quarter, select contractor from drop-down menu and briefly describe the type of collaboration	493
11k. If your organization collaborated with an additional CDSS contractor during the quarter, select contractor from drop-down menu and briefly describe the type of collaboration	494
11l. If your organization collaborated with an additional CDSS contractor during the quarter, select contractor from drop-down menu and briefly describe the type of collaboration	495
11m. If your organization collaborated with an additional CDSS contractor during the quarter, select contractor from drop-down menu and briefly describe the type of collaboration	496
11n. If your organization collaborated with an additional CDSS contractor during the quarter, select contractor from drop-down menu and briefly describe the type of collaboration	497
11o. If your organization collaborated with an additional CDSS contractor during the quarter, select contractor from drop-down menu and briefly describe the type of collaboration	498

COMMENTS

Item 6j Indigenous - Latin America Communities Explanation

If Item 6j (Cell 268) is not zero, this box must be completed. If Item 6j (Cell 268) is zero, this box must be blank.

Item 6v Other Race/Ethnicity Identity Explanation

If Item 6v (Cell 380) is not zero, this box must be completed. If Item 6v (Cell 380) is zero, this box must be blank.

Item 7ao Other Chinese Languages Explanation

If Item 7ao (Cell 421) is not zero, this box must be completed. If Item 7ao (Cell 421) is zero, this box must be blank.

Item 7ap Other Non-English Explanation

If Item 7ap (Cell 422) is not zero this box must be completed. If Item 7ap (Cell 422) is zero this box must be blank.

Item 7aq Other Sign Language Explanation

If Item 7aq (Cell 423) is not zero this box must be completed. If Item 7aq (Cell 423) is zero, this box must be blank.

Item 11 Additional CDSS Contractor Collaborations Explanation (Continuation of Items 11a - 11o if needed)

If your organization did not collaborate with 16 or more CDSS contractors, this box must be blank.

General Comments

Revised Report Explanation

*If this is a Revised report, this box must be completed. If this is an Initial report, this box must be blank.***CONTACT INFORMATION****CERTIFICATION***I hereby certify that all information reported on this form during this period is consistent with the intent and provisions of the approved Agreement between CDSS and the above-named Contractor.*

CONTACT PERSON

TELEPHONE

EXTENSION

JOB TITLE/CLASSIFICATION

E-MAIL

DATE SUBMITTED

**IMMIGRATION SERVICES
EDUCATION AND OUTREACH
QUARTERLY REPORT
IS-EO (1/16)**

INSTRUCTIONS

CONTENT

The IS-EO contains statistical information for the Immigration Services Funding – Education and Outreach service during the reporting quarter. The data requested is designed to monitor California Department of Social Services (CDSS) contractors in their efforts to engage in the dissemination of information or activities that promote the benefits of citizenship or deferred action and explain eligibility to prospective United States citizens or prospective individuals eligible for deferred action. The data requested refers to information about services to assist individuals with application assistances including the number of workshops held and demographic information. The report also collects qualitative data on Contractor practices, referrals and organizational collaborations.

PURPOSE

The purpose of the IS-EO report is for the CDSS contractors to provide information regarding their provision of Education and Outreach. Effective January 1, 2016, Education and Outreach is a component of the new Immigration Services Funding, which provides grants to nonprofit organizations meeting the criteria set forth in Senate Bill 79, Welfare & Institutions Code Sections 13302 - 13306 (Chapter 5.6, Statutes of 2015). This report provides the state with information needed for budgeting, staffing and program planning.

COMPLETION AND SUBMISSION

Each contractor is responsible for ensuring that this report is fully and accurately completed. If portions of the report are completed by more than one entity within the contracting organization, the contact person responsible for submitting the report to the state shall review the report for completeness and accuracy prior to submittal.

Quarter	Service Period	Report Due Date
Q1	January 1, 2016 – March 31, 2016	04/15/2016
Q2	April 1, 2016 – June 30, 2016	07/15/2016
Q3	July 1, 2016 – September 30, 2016	10/14/2016
Q4	October 1, 2016 – December 31, 2016	01/13/2017
Q5	January 1, 2017 – March 31, 2017	04/14/2017
Q6	April 1, 2017 – June 30, 2016	07/14/2017

Download an Excel version of the report form from <http://www.cdss.ca.gov/dssdb/>, complete the downloaded form and e-mail the form to CDSS, Data Systems and Survey Design Bureau (DSSDB) at admiseo@dss.ca.gov. The electronic submission process contains automatic computations of some cells and provides for the e-mail transmission of completed forms to DSSDB. The website contains specific instructions and guidance. If you have questions regarding the completion or submission of this report, contact DSSDB at (916) 651-8269.

REVISIONS AND SUBMISSION

If the contractor determines that a revision is needed to a previously submitted report, the contractor shall submit a revised report for the applicable quarter(s) **within 30 days of the reporting due date** and provide an explanation for the revision in the Revised Report Explanation box located at the end of the reporting form. For revisions to be submitted **after the 30 day limit**, contact the Immigration Branch at ImmigrationServices@dss.ca.gov to request approval for revision submission. Revisions received after 30 days will be accepted on a case-by-case basis and will be given further instruction.

GENERAL INSTRUCTIONS

Enter the contracting organization's name, version (Initial or Revised) and the report quarter and year in the boxes provided near the top of the form. Enter the **unique and unduplicated client counts** required for each item **at the time of application completion**. Enter "0" if there is nothing to report for an item. **Do not leave any items blank unless otherwise noted.**

As a reminder, the documents listed below are required to be maintained by the contractor. However, much of data required in this report can be found on the USCIS application. Per the Standard Agreement, Exhibit A - Terms and Conditions Part C, evidence of services performed includes, but is not limited to:

Intake forms, screening services, workshops, education and outreach event records, materials from webinars and in-person trainings. For application assistance services, contractor shall retain records of workshop participants, such as sign-in sheets and intake forms explaining the service provided. For direct representation services, contractor shall also maintain receipt notices for applications submitted to USCIS and copies of G-28 entry of appearance forms. For education and outreach, contractor shall retain records of education and outreach activities and people reached, such as event fliers, sign-in sheets, evaluation forms, referrals to application assistance providers, letters from host organizations confirming number of attendees, receipts for expenses related to venue and travel costs, social media announcements, media reports, etc.

Enter in the boxes at the bottom of the form the name, job title or classification, telephone number, extension and e-mail address of the person to contact if there are questions about the report. This contact person may or may not be the person who completed the report. Enter the date the report was submitted. This is the date when the report is e-mailed to DSSDB.

DEFINITIONS

The following definitions are to be used when completing the IS-EO report form.

Complex Case: Direct representation that requires extensive legal analysis of qualifying criteria, resolution of complex barriers (such as disability waivers, criminal issues, long absences, complicated immigration history or other factors) or representation before the USCIS or in State Court solely as it pertains to Special Immigrant Juvenile Status (SIJS). Complex cases shall not include cases that are time consuming due to an applicant's language, literacy barriers, nor due to an applicant's trouble recalling information.

Contractor: An applicant selected to enter into an agreement with CDSS to provide services pursuant to the Request for Applications (RFA) and to comply with the terms and conditions set forth in the Standard Agreement. The contractor shall be a nonprofit organization as specified in statutory requirements.

DEFINITIONS (Continued)

Deferred Action for Childhood Arrivals (DACA): Individuals who came to the United States (U.S.) as children and meet the USCIS established requirements may request consideration of deferred action for a period of two (2) years, subject to renewal. Deferred action is an authorization of prosecutorial discretion for the USCIS to implement prosecutorial discretion to defer removal of an individual.

Deferred Action for Parents of Americans and Lawful Permanent Residents (DAPA)¹: Allows parents of U.S. citizens and lawful permanent residents to request deferred action and employment authorization for three years.

Direct Representation: Legal representation that is provided by a Board of Immigration Appeals (BIA) accredited representative or attorney for a complex case, defined above and not handled in a workshop setting.

Education and Outreach Activities: Services provided by qualified nonprofit organizations that will disseminate free education and outreach information and materials about DACA, DAPA, naturalization and other immigration remedies. The purpose of the education and outreach activities is to explain eligibility for and promote the benefits of deferred action, other immigration remedies and citizenship; to promote the benefits of deferred action, other immigration remedies and citizenship; and to refer individuals to a qualified service provider, who is BIA or State Bar authorized to assist with applications for deferred action, other immigration remedies and citizenship.

Naturalization: Naturalization is the manner in which a person not born in the United States voluntarily becomes a U.S. citizen and is the process by which U.S. citizenship is granted to a foreign citizen or national after he or she fulfills the requirements established by Congress in the Immigration and Nationality Act (INA). Services under the naturalization service category include N-400 application assistance, related waivers and appeals that might arise under the process.

“Other Immigration Remedies”: Remedies that may be available to individuals seeking DACA or DAPA status that include, but are not limited to: U-Visa, T-Visa, SIJS, Violence Against Women Act (VAWA) self-petitions, family-based petitions, asylum, or other remedies for which DACA or DAPA applicants may qualify.

Workshops: Community events to assist individuals in a group setting with eligibility screening, document assembly and application assistance.

COLUMN INSTRUCTIONS

Column Month 1: Enter the data for the first month of the applicable quarter.

Column Month 2: Enter the data for the second month of the applicable quarter.

Column Month 3: Enter the data for the third month of the applicable quarter.

Column Quarter Total: It is the sum of Columns Month 1, Month 2 and Month 3.

ITEM INSTRUCTIONS**PART A. EDUCATION AND OUTREACH SERVICES**

Part A summarizes education and outreach services provided to individuals.

¹ Due to the court-ordered injunction, DAPA application services will be limited to document gathering, submitting FOIA requests, assisting with other immigration remedies, among other listed activities. This category of services may need a Standard Agreement amendment in the event the injunction is lifted during the Standard Agreement term and contractor seeks to modify services to assist with DAPA applications.

ITEM INSTRUCTIONS (Continued)

1. Individuals reached (promote, explain and refer) by education and outreach efforts: Enter the number of individuals that were reached by education and outreach efforts in each month during the quarter. The purpose of education and outreach activities is to promote and explain the benefits of deferred action, other immigration remedies and citizenship as well as refer individuals to qualified service providers who can assist with applications for deferred action, other immigration remedies and citizenship. **Cell 4 Quarter Total is automatically calculated.** [Cells 1-4]
2. Referrals to service providers (Sum of Items 2a through 2bi): This item is the sum of Items 2a through 2bi. **This item is automatically calculated.** [Cells 5-8]

2a-2bi.

Enter the number of individuals that were referred to each of the service providers listed in Items 2a through 2bi. Because individual clients may be referred to more than one service provider in a month, the totals for Item 2 Month 1, Month 2, Month 3 and Quarter Total may have duplicate counts and thus may not necessarily equal the Month 1, Month 2, Month 3 and Quarter Total counts in Item 1. **Quarter Totals are automatically calculated.** [Cells 9-252]

Education and Outreach Events – Item 3, 4 and 5

3. Education and outreach events held (Sum of Items 3a through 3e): This item is the sum of Items 3a through 3e. **This item is automatically calculated.** [Cells 253-256]
 - a. DACA-only education and outreach events held: Enter the number of outreach events that covered DACA material only for each month during the quarter. **Cell 260 Quarter Total is automatically calculated.** [Cells 257-260]
 - b. DAPA-only education and outreach events held: Enter the number of outreach events that covered DAPA material only for each month during the quarter. **Cell 264 Quarter Total is automatically calculated.** [Cells 261-264]
 - c. Naturalization-only education and outreach events held: Enter the number of outreach events that covered Naturalization material only for each month during the quarter. **Cell 268 Quarter Total is automatically calculated.** [Cells 265-268]
 - d. Other immigration remedy-only education and outreach events held: Enter the number of outreach events that covered other immigration remedy material only for each month during the quarter. **Cell 272 Quarter Total is automatically calculated.** [Cells 269-272]
 - e. Education and outreach events held that covered two or more of the above topics: Enter the number of outreach events that covered two or more of the aforementioned topics (DACA, DAPA, Naturalization or other immigration remedies) for each month during the quarter. **Cell 276 Quarter Total is automatically calculated.** [Cells 273-276]
4. Individuals who attended the education and outreach events in Item 3: This item is the sum of Items 4a through 4e. **This item is automatically calculated.** [Cells 277-280]
 - a. Individuals who attended DACA-only education and outreach events held: Enter the number of individuals who attended outreach events in Item 3 that covered DACA material only. **Cell 284 Quarter Total is automatically calculated.** [Cells 281-284]

ITEM INSTRUCTIONS (Continued)

- b. Individuals who attended DAPA-only education and outreach events held: Enter the number of individuals who attended outreach events in Item 3 that covered DAPA material only. **Cell 288 Quarter Total is automatically calculated.** [Cells 285-288]
- c. Individuals who attended Naturalization-only education and outreach events held: Enter the individuals who attended outreach events in Item 3 that covered Naturalization material only. **Cell 292 Quarter Total is automatically calculated.** [Cells 289-292]
- d. Individuals who attended other immigration remedy-only education and outreach events held: Enter the individuals who attended outreach events in Item 3 that covered other immigration remedy material only. **Cell 296 Quarter Total is automatically calculated.** [Cells 293-296]
- e. Individuals who attended education and outreach events held that covered two or more of the above topics: Enter the number of individuals who attended outreach events in Item 3 that covered two or more of the aforementioned topics (DACA, DAPA, Naturalization or other immigration remedies). **Cell 300 Quarter Total is automatically calculated.** [Cells 297-300]
5. County in which the event was held: This is the sum of Items 5a through 5bf. **This sum is automatically calculated for editing purposes.** [No cell]

5a - 5bf.

In Items 5a through 5bf, enter the county in which the event in Item 3 was held. Each event must be counted in only one item. [Cells 301-358]

Demographic Information of Item 1 Individuals Reached - Items 6, 7 and 8

6. Racial/ethnic identity of individuals reached: This is the sum of Items 6a through 6v. **This sum is automatically calculated for editing purposes.** [No cell]
- 6a – 6v.
Enter the unique and unduplicated number of outreach event attendees who identify with each of the racial/ethnic categories listed in Items 6a – 6v. If any individuals are counted in the Indigenous - Latin America category (which includes but is not limited to: Mixteco, Triqui, Zapoteco, Mam and Kanjobal), specify the community in the Item 6j Explanation box in the Comments section. If any individuals are counted in the “Other” category, specify the category in the Item 6v Explanation box in the Comments section. This number is a quarterly total for all individuals served in months 1, 2 and 3. These categories are adapted from U.S. Census Bureau standards. [Cells 359-380]
7. Language in which the education and outreach event was provided: This is the sum of Items 7a through 7aq. **This sum is automatically calculated for editing purposes.** [No cell]
- 7a – 7aq.
Enter the number of events providing education and outreach services in each of the language categories listed. If any languages are counted in any of the “Other” categories, please specify the category in the applicable Item 7 Explanation box in the Comments section. [Cell 381-423]
8. County of residence: This is the sum of Items 8a through 8bf. **This sum is automatically calculated for editing purposes.** [No cell]
- 8a – 8bf.
In Items 8a through 8bf, for the individuals in Item 1, enter their county of residence at the time service was provided. [Cells 424-481]

ITEM INSTRUCTIONS (Continued)**PART B. EDUCATION AND OUTREACH ORGANIZATIONAL PRACTICES**

Part B captures qualitative information regarding organizational practices during the quarter. This includes methods and strategies used to explain eligibility for deferred action, other immigration remedies and naturalization. Also included are the methods and strategies used to promote the benefits of deferred action, other immigration remedies and naturalization, in addition to collaborative efforts with other CDSS contractors.

9. What methods and strategies were used to explain eligibility for deferred action, other immigration remedies and naturalization?: Enter brief descriptions of any methods and strategies used to explain eligibility for deferred action, other immigration remedies and naturalization during the quarter. *[Cell 482]*
10. What methods and strategies were used to promote the benefits of deferred action, other immigration remedies and naturalization?: Enter brief descriptions of any methods and strategies used to promote the benefits of deferred action, other immigration remedies and naturalization during the quarter. *[Cell 483]*
11. Number of CDSS contractors that your organization collaborated with during the quarter: This is the sum of Items 11a through 11o: This total does not include any additional contractors entered in the Item 11 Additional CDSS Contractor Collaborations box. ***This total is automatically calculated for editing purposes.*** *[No cell]*

11a - 11o.
If your organization collaborated with another CDSS contractor during the quarter, select contractor from drop-down menu and briefly describe the type of collaboration: If your organization collaborated with one or more CDSS contractor(s) during the quarter, use Items 11a – 11o to list each additional contractor and provide brief descriptions of the collaborative effort(s). If your organization collaborated with more than 15 CDSS Contractors during the quarter, use the Item 11 Explanation box in the Comments section to list any additional contractors and provide accompanying descriptions. *[Cells 484-498]*

COMMENTS

Item 6j Indigenous – Latin America Communities Explanation: Use this box to specify any individuals counted in Item 6j Indigenous - Latin America, which includes but is not limited to: Mixteco, Triqui, Zapoteco, Mam and Kanjobal.

Item 6v Other Race/Ethnicity Identity Explanation: Use this box to specify any individuals counted in Item 6v Other Race/Ethnicity Identify.

Item 7ao Other Chinese Languages Explanation: Use this box to specify any individuals counted in Item 7ao Other Chinese languages.

Item 7ap Other Non-English Explanation: Use this box to specify any individuals counted in Item 7ap Other Non-English languages.

Item 7aq Other Sign Language Explanation: Use this box to specify any individuals counted in Item 7aq Other sign languages.

Item 11 Additional CDSS Contractor Collaborations Explanation: Use this box to list additional CDSS contractors if your organization collaborated with more than 15 contractors and describe the type of collaboration(s).

General Comments: Use this box to explain any major fluctuations in the data and provide any comments your organization determines necessary, including major changes in procedures, programming or staffing that have affected the data.

Revised Report Explanation: Use this box to explain the reason for a revised report.

Immigration Services

Education and Outreach

IS-EO Quarterly Report

VALIDATIONS

CELLS 1 – 498 Each data cell in this report must be a whole number equal to or greater than zero (0). Enter no decimals. Data cells should not be left blank, except Cells 9-252.

Initial reports: If "Initial" is selected, the "Revised Report Explanation" box near the bottom of the report form must be left blank.

Revised reports: If "Revised" is selected, enter the reasons for the revision in the "Revised Report Explanation" box near the bottom of the report form.

PART A. EDUCATION AND OUTREACH SERVICES

ITEM 1 Item 1 Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)

CELL 4 Cell 4 must be equal to (Cell 1 plus Cell 2 plus Cell 3)

ITEM 2 Item 2 Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)

CELL 8 Cell 8 must be equal to (Cell 5 plus Cell 6 plus Cell 7)

ITEM 2a Item 2a Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)

CELL 12 Cell 12 must be equal to (Cell 9 plus Cell 10 plus Cell 11)

ITEM 2b Item 2b Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)

CELL 16 Cell 16 must be equal to (Cell 13 plus Cell 14 plus Cell 15)

ITEM 2c Item 2c Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)

CELL 20 Cell 20 must be equal to (Cell 17 plus Cell 18 plus Cell 19)

ITEM 2d Item 2d Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)

CELL 24 Cell 24 must be equal to (Cell 21 plus Cell 22 plus Cell 23)

ITEM 2e Item 2e Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)

CELL 28 Cell 28 must be equal to (Cell 25 plus Cell 26 plus Cell 27)

ITEM 2f Item 2f Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)

CELL 32 Cell 32 must be equal to (Cell 29 plus Cell 30 plus Cell 31)

ITEM 2g Item 2g Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)

CELL 36 Cell 36 must be equal to (Cell 33 plus Cell 34 plus Cell 35)

ITEM 2h Item 2h Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)

CELL 40 Cell 40 must be equal to (Cell 37 plus Cell 38 plus Cell 39)

ITEM 2i Item 2i Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)

CELL 44 Cell 44 must be equal to (Cell 41 plus Cell 42 plus Cell 43)

ITEM 2j Item 2j Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)

CELL 48 Cell 48 must be equal to (Cell 45 plus Cell 46 plus Cell 47)

ITEM 2k Item 2k Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)

CELL 52 Cell 52 must be equal to (Cell 49 plus Cell 50 plus Cell 51)

ITEM 2l Item 2l Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)

CELL 56 Cell 56 must be equal to (Cell 53 plus Cell 54 plus Cell 55)

ITEM 2m Item 2m Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)

CELL 60 Cell 60 must be equal to (Cell 57 plus Cell 58 plus Cell 59)

ITEM 2n Item 2n Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)

CELL 64 Cell 64 must be equal to (Cell 61 plus Cell 62 plus Cell 63)

ITEM 2o	Item 2o Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 68	Cell 68 must be equal to (Cell 65 plus Cell 66 plus Cell 67)
ITEM 2p	Item 2p Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 72	Cell 72 must be equal to (Cell 69 plus Cell 70 plus Cell 71)
ITEM 2q	Item 2q Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 76	Cell 76 must be equal to (Cell 73 plus Cell 74 plus Cell 75)
ITEM 2r	Item 2r Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 80	Cell 80 must be equal to (Cell 77 plus Cell 78 plus Cell 79)
ITEM 2s	Item 2s Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 84	Cell 84 must be equal to (Cell 81 plus Cell 82 plus Cell 83)
ITEM 2t	Item 2t Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 88	Cell 88 must be equal to (Cell 85 plus Cell 86 plus Cell 87)
ITEM 2u	Item 2u Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 92	Cell 92 must be equal to (Cell 89 plus Cell 90 plus Cell 91)
ITEM 2v	Item 2v Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 96	Cell 96 must be equal to (Cell 93 plus Cell 94 plus Cell 95)
ITEM 2w	Item 2w Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 100	Cell 100 must be equal to (Cell 97 plus Cell 98 plus Cell 99)
ITEM 2x	Item 2x Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 104	Cell 104 must be equal to (Cell 101 plus Cell 102 plus Cell 103)
ITEM 2y	Item 2y Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 108	Cell 108 must be equal to (Cell 105 plus Cell 106 plus Cell 107)
ITEM 2z	Item 2z Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 112	Cell 112 must be equal to (Cell 109 plus Cell 110 plus Cell 111)
ITEM 2aa	Item 2aa Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 116	Cell 116 must be equal to (Cell 113 plus Cell 114 plus Cell 115)
ITEM 2ab	Item 2ab Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 120	Cell 120 must be equal to (Cell 117 plus Cell 118 plus Cell 119)
ITEM 2ac	Item 2ac Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 124	Cell 124 must be equal to (Cell 121 plus Cell 122 plus Cell 123)
ITEM 2ad	Item 2ad Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 128	Cell 128 must be equal to (Cell 125 plus Cell 126 plus Cell 127)
ITEM 2ae	Item 2ae Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 132	Cell 132 must be equal to (Cell 129 plus Cell 130 plus Cell 131)
ITEM 2af	Item 2af Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 136	Cell 136 must be equal to (Cell 133 plus Cell 134 plus Cell 135)
ITEM 2ag	Item 2ag Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 140	Cell 140 must be equal to (Cell 137 plus Cell 138 plus Cell 139)
ITEM 2ah	Item 2ah Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 144	Cell 144 must be equal to (Cell 141 plus Cell 142 plus Cell 143)
ITEM 2ai	Item 2ai Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 148	Cell 148 must be equal to (Cell 145 plus Cell 146 plus Cell 147)
ITEM 2aj	Item 2aj Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 152	Cell 152 must be equal to (Cell 149 plus Cell 150 plus Cell 151)
ITEM 2ak	Item 2ak Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 156	Cell 156 must be equal to (Cell 153 plus Cell 154 plus Cell 155)

ITEM 2al	Item 2al Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 160	Cell 160 must be equal to (Cell 157 plus Cell 158 plus Cell 159)
ITEM 2am	Item 2am Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 164	Cell 164 must be equal to (Cell 161 plus Cell 162 plus Cell 163)
ITEM 2an	Item 2an Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 168	Cell 168 must be equal to (Cell 165 plus Cell 166 plus Cell 167)
ITEM 2ao	Item 2ao Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 172	Cell 172 must be equal to (Cell 169 plus Cell 170 plus Cell 171)
ITEM 2ap	Item 2ap Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 176	Cell 176 must be equal to (Cell 173 plus Cell 174 plus Cell 175)
ITEM 2aq	Item 2aq Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 180	Cell 180 must be equal to (Cell 177 plus Cell 178 plus Cell 179)
ITEM 2ar	Item 2ar Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 184	Cell 184 must be equal to (Cell 181 plus Cell 182 plus Cell 183)
ITEM 2as	Item 2as Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 188	Cell 188 must be equal to (Cell 185 plus Cell 186 plus Cell 187)
ITEM 2at	Item 2at Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 192	Cell 192 must be equal to (Cell 189 plus Cell 190 plus Cell 191)
ITEM 2au	Item 2au Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 196	Cell 196 must be equal to (Cell 193 plus Cell 194 plus Cell 195)
ITEM 2av	Item 2av Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 200	Cell 200 must be equal to (Cell 197 plus Cell 198 plus Cell 199)
ITEM 2aw	Item 2aw Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 204	Cell 204 must be equal to (Cell 201 plus Cell 202 plus Cell 203)
ITEM 2ax	Item 2ax Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 208	Cell 208 must be equal to (Cell 205 plus Cell 206 plus Cell 207)
ITEM 2ay	Item 2ay Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 212	Cell 212 must be equal to (Cell 209 plus Cell 210 plus Cell 211)
ITEM 2az	Item 2az Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 216	Cell 216 must be equal to (Cell 213 plus Cell 214 plus Cell 215)
ITEM 2ba	Item 2ba Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 220	Cell 220 must be equal to (Cell 217 plus Cell 218 plus Cell 219)
ITEM 2bb	Item 2bb Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 224	Cell 224 must be equal to (Cell 221 plus Cell 222 plus Cell 223)
ITEM 2bc	Item 2bc Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 228	Cell 228 must be equal to (Cell 225 plus Cell 226 plus Cell 227)
ITEM 2bd	Item 2bd Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 232	Cell 232 must be equal to (Cell 229 plus Cell 230 plus Cell 231)
ITEM 2be	Item 2be Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 236	Cell 236 must be equal to (Cell 233 plus Cell 234 plus Cell 235)
ITEM 2bf	Item 2bf Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 240	Cell 240 must be equal to (Cell 237 plus Cell 238 plus Cell 239)
ITEM 2bg	Item 2bg Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 244	Cell 244 must be equal to (Cell 241 plus Cell 242 plus Cell 243)
ITEM 2bh	Item 2bh Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)

CELL 248 **Cell 248** must be equal to (Cell 245 plus Cell 246 plus Cell 247)

ITEM 2bi Item 2bi Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 252 **Cell 252** must be equal to (Cell 249 plus Cell 250 plus Cell 251)

ITEM 3 Item 3 must be equal to (Item 3a plus 3b plus 3c plus 3d plus 3e)
CELL 253 **Cell 253** must be equal to (Cell 257 plus Cell 261 plus Cell 265 plus Cell 269 plus Cell 273)
CELL 254 **Cell 254** must be equal to (Cell 258 plus Cell 262 plus Cell 266 plus Cell 270 plus Cell 274)
CELL 255 **Cell 255** must be equal to (Cell 259 plus Cell 263 plus Cell 267 plus Cell 271 plus Cell 275)
CELL 256 **Cell 256** must be equal to (Cell 260 plus Cell 264 plus Cell 268 plus Cell 272 plus Cell 276)

ITEM 3 Item 3 Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 256 **Cell 256** must be equal to (Cell 253 plus Cell 254 plus Cell 255)

ITEM 3a Item 3a Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 260 **Cell 260** must be equal to (Cell 257 plus Cell 258 plus Cell 259)

ITEM 3b Item 3b Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 264 **Cell 264** must be equal to (Cell 261 plus Cell 262 plus Cell 263)

ITEM 3c Item 3c Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 268 **Cell 268** must be equal to (Cell 265 plus Cell 266 plus Cell 267)

ITEM 3d Item 2d Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 272 **Cell 272** must be equal to (Cell 269 plus Cell 270 plus Cell 271)

ITEM 3e Item 2e Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 276 **Cell 276** must be equal to (Cell 273 plus Cell 274 plus Cell 275)

ITEM 4 Item 4 must be equal to (Item 4a plus 4b plus 4c plus 4d plus 4e)
CELL 277 **Cell 277** must be equal to (Cell 281 plus Cell 285 plus Cell 289 plus Cell 293 plus Cell 297)
CELL 278 **Cell 278** must be equal to (Cell 282 plus Cell 286 plus Cell 290 plus Cell 294 plus Cell 298)
CELL 279 **Cell 279** must be equal to (Cell 283 plus Cell 287 plus Cell 291 plus Cell 295 plus Cell 299)
CELL 280 **Cell 280** must be equal to (Cell 284 plus Cell 288 plus Cell 292 plus Cell 296 plus Cell 300)

ITEM 4 Item 4 Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 280 **Cell 280** must be equal to (Cell 277 plus Cell 278 plus Cell 279)

ITEM 4a Item 4a Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 284 **Cell 284** must be equal to (Cell 281 plus Cell 282 plus Cell 283)

ITEM 4b Item 4b Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 288 **Cell 288** must be equal to (Cell 285 plus Cell 286 plus Cell 287)

ITEM 4c Item 4c Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 292 **Cell 292** must be equal to (Cell 289 plus Cell 290 plus Cell 291)

ITEM 4d Item 4d Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 296 **Cell 296** must be equal to (Cell 293 plus Cell 294 plus Cell 295)

ITEM 4e Item 4e Quarter Total must be equal to (Month 1 plus Month 2 plus Month 3)
CELL 300 **Cell 300** must be equal to (Cell 297 plus Cell 298 plus Cell 299)