

**QUARTERLY PERFORMANCE PROGRESS REPORT**  
**Office of Family Assistance**  
**Healthy Marriage and Responsible Fatherhood Grant Program**  
***REPORT FOR HEALTHY MARRIAGE PROGRAMS***

OMB Control No.: 0970-0566  
Expiration Date: 3/31/2027

**A-01 PERFORMANCE NARRATIVE**

Please provide details that are relevant about program performance during the reporting period.

- **What were your most significant achievements?**
- **What were your most difficult challenges?**
- **How did you address any challenges, and what were the results?**

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**A-02 MAJOR ACTIVITIES & ACCOMPLISHMENTS**

**Describe major programmatic and operational activities and accomplishments during this reporting period in the topical areas shown below.**

**1. Program enrollment**

Please describe your program's progress toward meeting enrollment targets.

In the space provided below, please describe:

- If you are not meeting your enrollment targets, challenges you are experiencing, and plans to address them.
- If you are exceeding your target, please describe what you think is contributing to your success—including both program-related and contextual (i.e., non-program-related) factors.
- The degree to which you are enrolling your intended target population.

**2. Program enrollment performance measures**

Please review the performance measures in section B-01 of the QPR. Please provide additional information describing/explaining program enrollment and intimate partner violence or teen dating violence screening during this reporting period.

**QUARTERLY PERFORMANCE PROGRESS REPORT**  
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**3. Program participation**

In the space provided below, please describe:

Enrollment:

Strategies planned or being implemented to engage program enrollees in services within two weeks of program enrollment.

- Reasons why program initiation is lower than expected or desired, if relevant. Consider program-related factors (e.g., workshop schedule) as well as non-program-related (contextual) factors (e.g., client barriers to participation). Describe your current or planned efforts to increase program initiation.
- Reasons why program initiation is higher than expected, if relevant. Consider program-related and non-program-related (contextual) factors. Identify any promising practices you think may be contributing to your success in getting enrollees to begin services.

Retention:

- Strategies planned or being implemented to ensure program enrollees complete the workshops in which they have enrolled, and that they receive as many individual service contacts as necessary.
- Reasons why program retention is lower than expected or desired, if relevant. Consider program-related factors as well as non-program-related (contextual) factors. Describe your current or planned efforts to increase program retention.
- Reasons why program retention is higher than expected, if relevant. Consider program-related and non-program-related (contextual) factors. Identify any promising practices you think may be contributing to your success in getting participants to regularly attend and complete program services.

**4. Program participation performance measures**

Please review the performance measures in section B-02 of the QPR. Please provide additional information describing/explaining program participation during this reporting period.

**QUARTERLY PERFORMANCE PROGRESS REPORT**  
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**5. Quality assurance and monitoring (continuous quality improvement)**

Please provide a detailed description of your plans for program quality assurance and monitoring, including training and supervision. Please provide a detailed description of your CQI plan and its implementation.

**6. Quality assurance and monitoring (continuous quality improvement) performance measures**

Please review the performance measures in Appendix B-03 of the QPR. Please provide additional information describing/explaining your activities this reporting period to ensure program quality.

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**7. Equity-related activities**

Please describe any activities you or your subrecipients conducted during the reporting period to address or advance equity as part of this project.

The term “equity” means the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. Use additional pages if needed.

**8. Share “Good News” Stories**

Please describe any inspiring stories or experiences participants or staff have shared related to participation in this program. OFA will use this information to gain a greater qualitative understanding of how HMRF programs influence participants and staff. These stories may be shared to newsletters, social media, other stakeholders, and ACF leadership. If your story is selected for dissemination you may be contacted to provide additional information.

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A-03 PROBLEMS

**Describe challenges encountered implementing your program during the reporting period.**

**1. Implementation challenges performance measures**

Please review the performance measures in Appendix B-04 of the QPR. For any challenge categorized as “somewhat of a problem” or “a serious problem,” please describe the nature of the problem and any proposed solutions.

**2. Staff turnover**

Please describe any positions that are currently vacant and your plan to fill each vacancy.