

I am writing to notify all Rural Program grantees that the revised semi-annual progress report form for the Rural Program is now available on the Grants Management System (GMS). The revised progress report form reflects statutory changes made by VAWA 2005 and incorporates suggestions from grantees and the Muskie School to improve the clarity of questions and instructions and to ensure greater accuracy in the reporting process.

After careful deliberation, OVW and Muskie concur that to ensure consistency in reporting, that **all grantees are to use the new form.**

The Muskie School will be providing *mandatory* training:

January 15 & 21: “old” grantees

All grantees who have NOT received a new award in 2007 or 2008 must sign up for one of these dates.

January 16 & 23: “new” grantees

All grantees who have received funding in 2007 or 2008 must sign up for one of these dates.

All trainings take place 2-4 EST

The Muskie School will be sending you instructions for registration within the next few days.

For more information and registration:

<http://muskie.usm.maine.edu/vawamei/traincal.htm>

The deadline for the July 1, 2008 – December 31, 2008 progress report is January 30, 2009. All grantees must submit their July 1 through December 31, 2008 reports on GMS by that date.

2007 grantees that were granted an extension for the January 1 through June 30, 2008 reporting period only: you must submit this outstanding report first, and then submit the July 1 through December 31, 2008 second. **Both reports are due by January 30, 2009.**

If you have any questions about this reporting requirement, please contact your OVW program specialist. If you need technical assistance regarding how to answer specific questions on the form, the Muskie School staff is available. You may call them at their technical assistance line at 1-800-922-VAWA (8292). Please remember that any questions about the GMS system should be directed to 1-888-549-9901.

Thank you again for your ongoing cooperation in this process of providing critical data to OVW and to Congress regarding the valuable work you are doing with VAWA funds.

Sincerely,

Debbie Bright

Kara Moller

Tia Farmer

*