**City of Lawrence**

**Social Service Agency**

**Bi-annual Report**

**2015**

**Reports on activity should be submitted electronically to Casey Toomay, Assistant City Manager, at** [ctoomay@lawrenceks.org](mailto:ctoomay@lawrenceks.org)**. Reports on activities from January 2015 to June 2015 are due on July 15th 2015. Cumulative reports on activities from January 2015 through December 2015 are due on February 15th 2015.**

**Agency Name:**

**Reporting Period (please check one): January - June January – December**

**(deadline July 15) (deadline February 15)**

1. **Give a brief narrative of the activities that were funded with City funds over the reporting period checked above.**
2. **Provide specific detail (and supportive documents, if needed) to demonstrate progress made toward your goals/objectives.**
3. **How have you impacted the citizens of Lawrence?**
4. **What barriers, if any, have you encountered?**
5. **Review the line-item budget you provided in your application. How much of your allocation has been spent?**