

FY 2019 Navigator Outreach and Enrollment: Funding Area 2: Population Grants

MNsure

Geographic Grantee Monthly Progress Report

Monthly reports are due on the 10th of the month. They should only include information on work completed the previous month. Lead agency grantees must include all sub-grantees' (paid partners') work in the report. MNsure will track grantee progress toward enrollment goals via navigator payment data.

Character Limit: 100

Reporting Period (month)*

Choices

January
February
March
April
May
June
July
August
September
October
November
December

Monthly Metrics

Number of individuals screened and/or assisted with questions related to application and enrollment*

Please enter the number individuals screened and/or assisted with questions related to application and enrollment. The individuals counted may end up being duplicated (counted more than once) if the organization has multiple contacts with the individual. For example, the same individual may be counted under screening when they first contact your organization (or are screened at an outreach event), then counted again if you assist them with the application, and a third time if you help them with follow-up questions regarding submitting verifications.

Character Limit: 250

Number of navigator-assisted applications for coverage*

Please enter the total number of navigator-assisted applications and renewals completed for coverage. Count every individual applying for or renewing coverage through the application.

Character Limit: 250

Number of outreach and education activities*

Please enter the number of outreach and education activities completed this month. These activities should fall into the following categories: material distribution, presentations, canvassing, phonebanking, tabling or enrollment event. Do not include social media or mass media activities.

Character Limit: 250

Number of individuals reached through outreach and education activities*

Please enter the number of individuals reached this month through outreach and education activities. Do not include individuals reached through social media or mass media. The number provided here should match the total number on the Outreach and Education Activity Worksheet.

Character Limit: 250

Number of consumer stories submitted through MNsure's Story Collection Tool

Please enter the number of consumer stories submitted through MNsure's Story Collection Tool this month. MNsure is encouraging grantees to submit at least one story per month.

Character Limit: 250

Outreach And Education Activity Information

Outreach And Education Activity Worksheet*

Please click [here](#) to access the **Navigator Outreach and Enrollment Grant Activity Worksheet**. When complete you may upload the document via the "Upload a file" button below. **Complete all required fields on form.**

File Size Limit: 1 MB

Narrative Report

Work plan progress - enrollment*

Please describe specific progress made this month related to your work plan **enrollment** objectives and strategies.

Character Limit: 1000

Work plan progress - outreach*

Please describe specific progress made this month related to your work plan **outreach** objectives and strategies.

Character Limit: 1000

Work plan progress - management and support (if applicable)

If your grant includes paid partners, describe specific progress made this month related to your work plan **coordination and financial management (with paid partners)** objectives and strategies.

Character Limit: 1000

Work plan challenges*

Please describe any strategies in your work plan that you intended to implement this month, but did not or that did not go as planned.

Character Limit: 1000

Resources and assistance*

What resources or assistance do you need to implement your work plan?

Character Limit: 1000

Staff and organizational changes*

Describe any hiring, training, changes in staff, changes in time spent on project, organizational changes and/or departures that may have impacted your grant work this month. Do you anticipate any changes next month?

Character Limit: 1000

Satisfaction survey*

How satisfied are you with two-way communication between your organization and MNSure in relation to grant management activities? Check (X) on selection.

Choices

Highly Satisfied

Satisfied

Dissatisfied

Highly Dissatisfied

Satisfaction survey explanation

Please share any additional information regarding your satisfaction with grant management activities this month.

Character Limit: 500

Materials created

Please attach copies of or include links to any resources or tools that you have created as part of your MNsure grant this month.

File Size Limit: 5 MB

Character Limit: 2000