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| **Name of Grant Program:** MassSTEP Planning Grant  | **Fund Code:** 671/661/359  |

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| Final Report |

Grantees must answer all of the questions below. The response may not exceed two pages.

All narrative responses must be in a font no smaller than Arial 10 with 1” margins on all sides.

1. Describe the the planning and evaluation work that was done by the collaboration.
2. If the collaboration intends to submit a MassSTEP implementation proposal, describe how the collaboration determined the desirability, feasibility, and sustainability of a MassSTEP Program based on the [*FY 2022 – FY 2024 Guidelines for Effective MassSTEP Programs in Community Adult Learning Centers and Correctional Institutions*](https://www.doe.mass.edu/acls/MassSTEP/guidelines.pdf).
3. If the collaboration does not intend to submit a MassSTEP planning proposal, please provide an explanation along with any lessons learned.