# School Bullying Prevention and Education Annual Report Checklist

## Instructions

The School Bullying Prevention and Education Grant (BPEG) Annual Report Checklist is designed to support BPEG program grantees in providing all the components required for the Annual Report. Links have been provided to help with your completion of the report. Generally, it will be the Implementation Coach completing these reports; however, components related to the budget may be completed by a fiscal analyst.

If you have any questions, please contact the Statewide Bullying Prevention Manager, Adam Collins: [Collins\_A@cde.state.co.us](mailto:Collins_A@cde.state.co.us).

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| **District/ Grantee:** | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **School:** | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Date:** | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

September, 2017

# Annual Grant Report (Due June 30 Each Year)

### Evaluation Report

* [Download the template online](https://www.cde.state.co.us/mtss/bpegevaluationtemplatev5).
* Questions on the Evaluation Report are completed.
* Completed Evaluation Report is uploaded to Smartsheet: <https://bit.ly/BPEGEvalReport>.

### Self-Assessment

* Complete the [BPEG Self-Assessment](https://www.cde.state.co.us/mtss/bpegselfassessment2doc) for the current school year.
* [Submit BPEG Self-Assessment results online](https://bit.ly/BPEGSAEntryForm).

### Student Survey

* Administer the student survey for the current school year during the spring semester.
* [Submit BPEG Student Survey results online](https://forms.gle/ssgdo4wU5CK3LpQ18).