



BOOST Site Visit Checklist

All site visits for the purpose of grantee implementation monitoring should use this form.

Reminders for GSAN Staff:

- Schedule visits on designated programming days to ensure you'll be able to see the program in action.
- Identify site leadership prior to arrival and ensure that staff
- Understand the objectives of the visit. Determine in advance if photo release forms are required or already on file with the agency.
- Know the environment:
 - Research the program type and age groups served prior to your site visit.
- Bring all appropriate materials:
 - Ensure that you have everything you'll need prior to your site visit. This may include a camera, photo release forms, a recording device, a notebook, or anything else that may help you capture a day in the life of the program compellingly.

Observation Questions (Check all that apply):

Learning activities are being performed as planned.

Enrichment activities are being performed as planned.

The project is reaching the intended target populations.

The project appears to be reaching the intended number of participants.

The organization appears prepared for reporting and monitoring.

Any significant changes to the approved program design have been reported.

Any applicable capital purchases are accounted for.

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Narrative Questions

(Program staff / leadership):

Has your organization ever received a federal grant before? Why did you apply for a BOOST grant and what was your primary goal?

If you didn't have BOOST funding, how would that impact your program and the youth you serve?

How do you see your program impacting your community?

How can GSAN help you sustain this work after BOOST?

What has your experience with GSAN's BOOST supports been like so far and would you recommend changes?

General Notes/Feedback: