

## Instructions for LEPC AK-PPR-B, Progress Indicators

<b>Item</b>	<b>Data Elements</b>	<b>Line Item Instructions for LEPC AK-PPR-B</b>
1	Grantee Name	Enter the name of the jurisdiction as identified on the grant award document.
2	State Grant Number	Enter the State Grant Number as identified on the jurisdictions grant award.
3a	DUNS	Enter the jurisdiction's Data Universal Numbering System (DUNS) or Central Contract registry extended DUNS number. DUNS must remain active during grant performance period.
3b	EIN	Enter the jurisdiction's Employer Identification Number (EIN) provide by the Internal Revenue Service (IRS).
4	Reporting Period	Enter the reporting period date for which the report is prepared. The reporting quarters are 7/1-9/30, 10/1-12/31, 1/1-3/31, and 4/1-6/30, and for each calendar year. For final reports the reporting dates are from the beginning of the jurisdiction's grant performance period to the end. This can be found on the grant award document.
5a – 5f	Progress Indicators	Each progress indicator on this report represents activities the LEPC should to be accomplishing during each reporting cycle. Jurisdictions are required to answer "yes" or "no" and briefly describe what activities were or were not accomplished during the reporting period. A jurisdiction must report on all progress indicators.