

Community Resource Capacity and Development (RCD) Plans
Quarterly Reporting Schedule: 2012-2013

4th Quarter Report: (October, November, December **2011** RCD Plan Implementation).
Date Due electronically by: **January 4, 2012** to: Tina.L.Faber@wv.gov

1st Quarter Report: (January, February, March RCD Plan Implementation).

Date Due electronically by: **April 6, 2012** to: Tina.L.Faber@wv.gov

2nd Quarter Report: (April, May, June RCD Plan Implementation).

Date Due electronically by: **July 6, 2012** to: Tina.L.Faber@wv.gov

3rd Quarter Report: (July, August, September RCD Plan Implementation.)

Date Due electronically by: **October 5, 2012** to: Tina.L.Faber@wv.gov

4th Quarter Report: (October, November, December **2012** RCD Plan Implementation).

Date Due electronically by: **January 5, 2013** to: Tina.L.Faber@wv.gov

Quarterly Report Format: Quarterly Report West Virginia Service Array

Directions: The Community/Regional Steering Committee will be responsible to complete and present a quarterly report on the monitoring and implementation of the RCD Plan. Between meetings they will address and solve barriers to successful implementation and celebrate success. In addition include the following documents with the report:

- Community Service Array Steering Committee members/contact information
- **Action plans** for AB or NA status updates
- Quarterly meeting schedules

Status: AS=Action on Schedule AB=Action Behind PS= Pending Start NA= Needs Attention
CD=Completed AB or NA requires written plan of action