



YCI PROGRESS REPORT: FUNCTIONS OF A YOUTH COUNCIL IN BUILDING THE SYSTEM

Since 2001, the **Youth Council Institute (YCi)** and New Ways have supported local Youth Councils and others in their work with hundreds of youth-serving organizations and schools. Local Youth Councils, formed under the auspices of the Workforce Investment Act, present a powerful and viable opportunity to focus local communities on the development of comprehensive youth-serving systems. Even though the Workforce Investment Act is currently undergoing reauthorization, a number of shifts in the focus of the youth program component will continue to have direct impacts on local Youth Councils across the country - and present a new set of challenges. Youth Councils will continue to be well suited to carry out this work.

YCi was established by the California Workforce Investment Board (CalWIB) to assist leadership, staff, and practitioners at the state and local level seeking to implement the broad vision set forth in the Workforce Investment Act – to serve as architects of and catalysts for comprehensive, local youth-serving systems. Since 2005, YCi has been focused on serving Youth Councils throughout the nation. YCi is managed by New Ways to Work and is supported by the William Randolph Hearst Foundation.

This workplan is part of an integrated set of tools designed to help your Youth Council determine progress, document success, prioritize activities, and plan for improvements as you implement your vision of All Youth-One System. Team leaders or facilitators using this tool should review the *YCi Guidebook* prior to completing the self-assessment. The *YCi Guidebook* (available for downloading at www.newwaystowork.org/mastertools/guidebooks%20and%20toolkits/yCi_guidebook_%20intro.pdf) provides detailed instructions on how to use this tool as well as other frameworks, assessments, and workplans.

Instructions:

Your Youth Council or planning team should have reviewed the Functions of a Youth Council in Building the System framework, completed the Functions self-assessment, and developed a Functions workplan based on the priorities you identified. Over the past several months you have been implementing your workplan. Now it is time to assess the progress you have made on that workplan, explore the lessons you have learned and make adjustments to the plan.

Transcribe your priority objectives, tactics and due dates from the workplan to this progress report. Briefly summarize progress to date, noting completion or stage of progress. Identify and record any lessons learned and modifications that have been made to the original workplan. When the progress report is completed, ensure that the workplan is modified to reflect any changes. The progress report and modified workplan should be shared with key staff, local leadership and the full Youth Council.



***YCI PROGRESS REPORT:
FUNCTIONS OF A YOUTH COUNCIL IN BUILDING THE SYSTEM***

Youth Council: _____ Person Completing: _____ Date: _____

Function:			
Priority Objectives & Tactics	Due date	Progress to date	Lessons Learned & Adjustments to Plan
Objective:			
Tactic 1:			
Tactic 2:			
Tactic 3:			



***YCI PROGRESS REPORT:
FUNCTIONS OF A YOUTH COUNCIL IN BUILDING THE SYSTEM***

Function:			
Priority Objectives & Tactics	Due date	Progress to date	Lessons Learned & Adjustments to Plan
Objective:			
Tactic 1:			
Tactic 2:			
Tactic 3:			



***YCI PROGRESS REPORT:
FUNCTIONS OF A YOUTH COUNCIL IN BUILDING THE SYSTEM***

Function:			
Priority Objectives & Tactics	Due date	Progress to date	Lessons Learned & Adjustments to Plan
Objective:			
Tactic 1:			
Tactic 2:			
Tactic 3:			



***YCI PROGRESS REPORT:
FUNCTIONS OF A YOUTH COUNCIL IN BUILDING THE SYSTEM***

Function:			
Priority Objectives & Tactics	Due date	Progress to date	Lessons Learned & Adjustments to Plan
Objective:			
Tactic 1:			
Tactic 2:			
Tactic 3:			