

HVRP Manual Sample Forms

*This a sample form and **does not** mean NVTAC or US DOL-VETS endorses this form as required, or as an approved form. This form was one of many that were collected from service providers and is only intended to help program planners develop forms and tools that will serve the needs of their program.*

Monthly Job Placement/Retention Progress Report

Contractor is required to submit this report monthly to the VRC.

| Month/Yr: | Participant's Name: | Supervisor Review: |
|--|------------------------|--------------------|
| Job Developer's Name (if different): | | |
| <i>Is the participant actively participating in their retention process?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No Describe: | | |
| Date | Successes and Concerns | Outcome |
| | | |
| Additional Notes: | | |