

## **PARTNERING FOR GROWTH AGREEMENT QUARTERLY REPORT**

Prepared for:  
Illinois State Toll Highway Authority (Tollway)

**Mentor Firm:** Prime Consultant  
Address

**Protégé Firm:** Prime Consultant  
Address

**Project:** Name  
Project No.  
County  
PSB # / Item

**Time Period:** [State period for Agreement](#)

Quarterly reports are prepared at the end of quarter the Partnering for Growth Agreement is in force. The reports are based on calendar year quarters and as specified in the Agreement. The intent of the Quarterly Report is snapshot of how the Partnering for Growth relationship is progressing. The report should show progress toward each of the Agreement's stated goals and any problems with or revisions needed with the Agreement.

### **I. Partnering for Growth Deliverables/Benchmarks Activities**

[Summarize the Mentor and Protégé activities completed this quarter.](#)

### **II. Partnering for Growth Benchmark/Deliverable Progress**

[Clearly state the Benchmarks/Deliverables from the approved Agreement and how the progress is being measured. Summarize if the Benchmarks/Deliverables are met during the quarter.](#)

### **III. Partnering for Growth Issues**

[Summarize any problems, observations, or issues in working within the Agreement. List any suggestions, steps, or solutions being pursued to resolve these issues. Also include any successes as a result of the Partnering for Growth relationship seen this quarter.](#)

### **IV. Mentor and Protégé Next-Quarter Expectations**

[Summarize all anticipated work/progress for the next quarter.](#)

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Mentor Signature and Date

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Protégé Signature and Date

*Send Final Reports to the Tollway Project Manager and the Department of Diversity and Strategic Development.*