

Title 2: Grants and Agreements

PART 200—UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS

Subpart D—Post Federal Award Requirements

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**§200.328 Monitoring and reporting program performance.**

(a) *Monitoring by the non-Federal entity.* The non-Federal entity is responsible for oversight of the operations. The non-Federal entity must monitor its activities under Federal awards to assure compliance with applicable Federal expectations are being achieved. Monitoring by the non-Federal entity must cover each program, function or activity pass-through *entities*.

(b) *Non-construction performance reports.* The Federal awarding agency must use standard, OMB-approved information (including performance progress reports, Research Performance Progress Report, or such future collections listed on the OMB Web site).

(1) The non-Federal entity must submit performance reports at the interval required by the Federal awarding agency to show improvements in program outcomes and productivity. Intervals must be no less frequent than annually nor more frequent than circumstances, for example where more frequent reporting is necessary for the effective monitoring of the Federal awarding agency outcomes. Annual reports must be due 90 calendar days after the reporting period; quarterly or semiannual reports must be due 90 calendar days after the reporting period. Alternatively, the Federal awarding agency or pass-through entity may require annual reports before the end of the reporting period. The final performance report will be due 90 calendar days after the period of performance end date. For non-Federal entity, the Federal agency may extend the due date for any performance report.

(2) The non-Federal entity must submit performance reports using OMB-approved governmentwide standard performance information. As appropriate in accordance with above mentioned information collections, these reports must include performance information on the following unless other collections are approved by OMB:

(i) A comparison of actual accomplishments to the objectives of the Federal award established for the period. If the award can be quantified, a computation of the cost (for example, related to units of accomplishment) may be required. Performance trend data and analysis would be informative to the Federal awarding agency program, the Federal awarding agency performance reporting requirement.

(ii) The reasons why established goals were not met, if appropriate.

(iii) Additional pertinent information including, when appropriate, analysis and explanation of cost overruns or other performance issues.

(c) *Construction performance reports.* For the most part, onsite technical inspections and certified percentage completion reports are required. Federal awarding agencies and pass-through entities to monitor progress under Federal awards and subawards for construction. The awarding agency may require additional performance reports only when considered necessary.

(d) *Significant developments.* Events may occur between the scheduled performance reporting dates that have a significant impact on program activity. In such cases, the non-Federal entity must inform the Federal awarding agency or pass-through entity as soon as the information becomes known:

(1) Problems, delays, or adverse conditions which will materially impair the ability to meet the objective of the award. The report must include a statement of the action taken, or contemplated, and any assistance needed to resolve the situation.

(2) Favorable developments which enable meeting time schedules and objectives sooner or at less cost than beneficial results than originally planned.

(e) The Federal awarding agency may make site visits as warranted by program needs.

(f) The Federal awarding agency may waive any performance report required by this part if not needed.