02 NCAC 58 .0107 REPORTING

(a) Grant recipients shall submit written progress reports biannually for grants less than five hundred thousand dollars (\$500,000) and quarterly for grants more than five hundred thousand dollars (\$500,000) until completion of the project. Written reports shall describe the status of the project, progress toward achieving program objectives, notable occurrences, and any problems encountered and steps taken to overcome the problems. Upon completion of the project, the grant recipient must make a final written report to the Commissioner that shall include project accomplishments and benefits, all expenditures by line item as established in the project budget, and verification of the number of hours or money in matching funds.

(b) The Division staff shall review the progress reports for completeness, which shall include a showing of how the project is meeting its stated goals and performance standards. If the Division staff finds that the report is deficient in showing how the project is meeting its stated goals and performance standards, the grantee shall be notified of the deficiency and must provide a changed and corrected report within 30 business days. If a corrected or changed report is not received within 30 business days, the Commissioner shall withhold the next grant payment.

(c) Grantees shall submit monitoring reports in accordance with the ADFPTF Monitoring Policies and Guidelines found at http://ncadfp.org/downloads.htm.

History Note: Authority G.S. 106-744; Eff. January 1, 2008; Readopted Eff. February 1, 2019.