



Post Award Activities

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Project Directors' Meeting

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Post-Award Conference

- Post-Award Performance Conference
 - first step in developing a partnership between ED and the grantee
 - can take place in person, by telephone, through workshops, via-email or written communications
 - is between the ED program staff member who will monitor the grant and the grantee's project director



PURPOSE of the Conference

ESTABLISH

- expected performance outcomes
- measures for assessing results

CLARIFY

- monitoring/on-going communication methods between ED and YOU

DISCUSS

- technical assistance options

REVIEW

- regulatory statutory requirements
- project activity or budget concerns



MONITORING

- PROGRAM MANAGEMENT
- PERFORMANCE MEASUREMENT
- COMPLIANCE
- FISCAL ACCOUNTABILITY



PROGRAM MANAGEMENT

EVERY Principal Officer overseeing a discretionary grant program is required to -

1. Establish and adhere to uniform monitoring
2. Document monitoring by developing and using performance measurement systems
3. Utilize data collected
4. Share program results and information about significant achievements
5. Consult with the Office of General Counsel
6. Report possible violations of Federal law



PERFORMANCE MANAGEMENT

- Sites Visits
- Telephone Reviews
- Reports
- Milestone Evaluations
- Written communication



Performance Mgmt (Cont'd)

- Technical assistance to improve performance
- Create detailed records of all monitoring activities
- Provide to grantees timely reports of monitoring activities
- Report project –specific findings to other office in ED



FISCAL MONITORING

- GAPS primary tool for fiscal oversight
- Frequent review of expenditure pattern
- ED and grantee partner to resolve any issues involving cash drawdowns



THRESHOLD FOR EXCESSIVE DRAWDOWNS

- The thresholds for excessive drawdown activity in any quarter of a budget period are as follows:
 - 1) 1st Quarter- more than 50 percent of the funds for that budget period have been drawn
 - 2) 2nd Quarter-more than 80 percent of the funds have been drawn
 - 3) 3rd Quarter-more than 100 percent of the funds have been drawn



CONTINUATION AWARDS

- MULTI-YEAR Discretionary Awards must submit an Annual Grant Performance Report to receive continuation funding
- EDGAR References for Grant Performance Reports 74.51, 75.118, 75.590 75.720 75.253 & 80.40



Continuation funding

- Congress has appropriated sufficient funds
- Substantial progress has been made toward meeting the project goals and objectives
- All required reports have been submitted
- Continuing funding is in the best interest of the Federal government
- Maintain appropriate stewardship of Federal funds



Grant Performance Reports

- Grantees must use the ED standard annual Grant Performance Report form (524B) to submit grant and performance data to ED
- Program office will establish due dates
- The Grant Performance Report is sent directly to the ED program staff member assigned to the grant