PI/PD and grantor agree on performance measures in proposal

PI/PD prepares plan for meeting and reporting objectives

PI/PD gathers data needed to measure objectives

PI/PD uses a variety of tools for monitoring grant objectives

Examples include reporting to an advisory committee, creating checklists for specific goals, ensuring progress reports are submitted timely, compare progress against expenditures

Are objectives being met?

no

When appropriate, a grant amendment or written approval is obtained from grantor

yes

PI/PD works with grantor to revise procedures and or objectives

PI/PD files information and documents progress and files reports if necessary