



Subrecipient Name: _____

RF Award: _____

Subrecipient Performance Monitoring Checklist

Monitoring the activities of the subrecipient is necessary to ensure that the subaward is used for authorized purposes.

Subrecipient Information

Subrecipient PI _____

Subrecipient Contact _____

Invoice Amount _____

Informal Progress Reports Completed

Date	Method	Comments

Other Communications

Date	Method	Comments

P.I. Name

P.I. Signature

This form is to be completed and submitted to the ORA each time a subrecipient invoice is processed.