

## ANNUAL SUBRECIPIENT PERFORMANCE CHECKLIST

**Subaward #:**

**Subaward Institution Name:**

### **Spend/Burn Rate**

Has the subrecipient's spending been proportional to the work completed to date?

☐ Yes ☐ \*No

### **Invoices**

Has the subrecipient invoiced amounts that are proportional to the project's progress?

☐ Yes ☐ \*No

### **Cost Share**

Is the subrecipient meeting its cost share obligations?

☐ Yes ☐ \*No ☐ Not Applicable

### **Deliverables**

Has the subrecipient met their project deliverables as outlined in the agreement?

☐ Yes ☐ \*No

### **Performance**

Has the subrecipient's overall performance been satisfactory?

☐ Yes ☐ \*No

### **Future Funding**

Has the decision been made to fund the next increment of the subaward as planned in the budget?

☐ Yes ☐ \*No

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**\* If you answered "No" to any of the questions above, please provide detailed explanations:**