



**Navigating Success: Unleashing the Power of
Metrics, Tracking, and Reporting**

2024 Hub Summit

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Introductions

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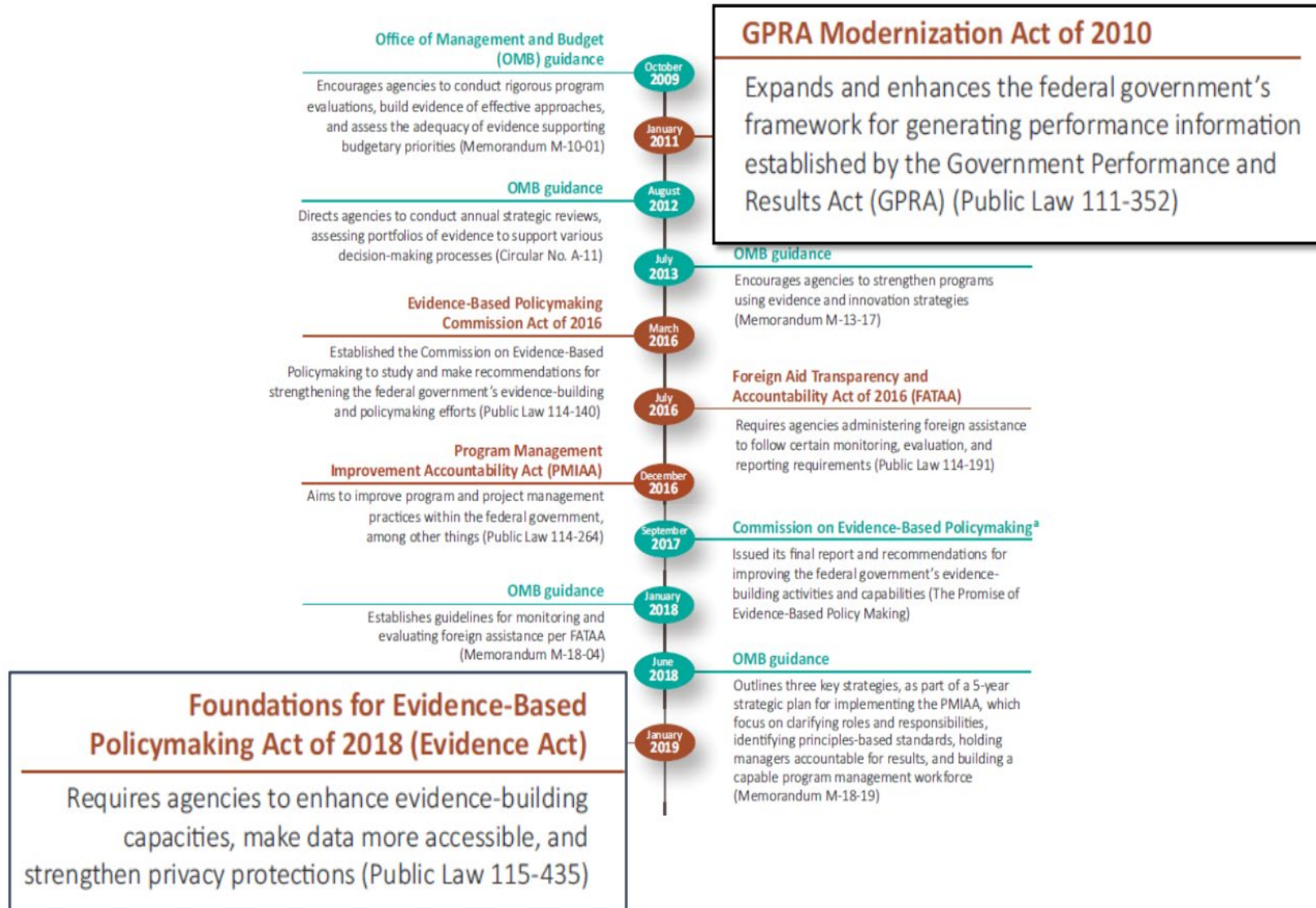
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Agenda

- ✓ History of Federal Statutes and Guidance of Evidence Building
- ✓ Overview of Grant Program Management
 - ✓ Plan and Design
 - ✓ Monitor and Evaluate
 - ✓ Report Progress
- ✓ Uniform Guidance (2 CFR 200) on Performance Tracking
- ✓ Best Practices for Better Performance Tracking

History of Federal Statutes and Guidance on Evidence Building



History of Federal Statutes and Guidance Continued...

The Evidence and GPRA Acts improved upon the federal government's performance framework.

2024 revisions to Uniform Guidance announced strengthened program evaluation – allows the use of Federal funds for program evaluation, facilitating evidence-based improvements and enhancing the impact of Federally funded projects.

Why is this important to grant performance, metrics, and tracking?

- Setting clear goals
- Measuring performance
- Tracking progress
- Reporting results
- Using evidence and data

Resource: [Government Performance Management: Key Considerations for Implementing Cross-Agency Priority Goals and Progress Addressing GAO Recommendations | U.S. GAO](#) and [Uniform Guidance Reference Guides FINAL 4-2024.pdf \(cfo.gov\)](#)

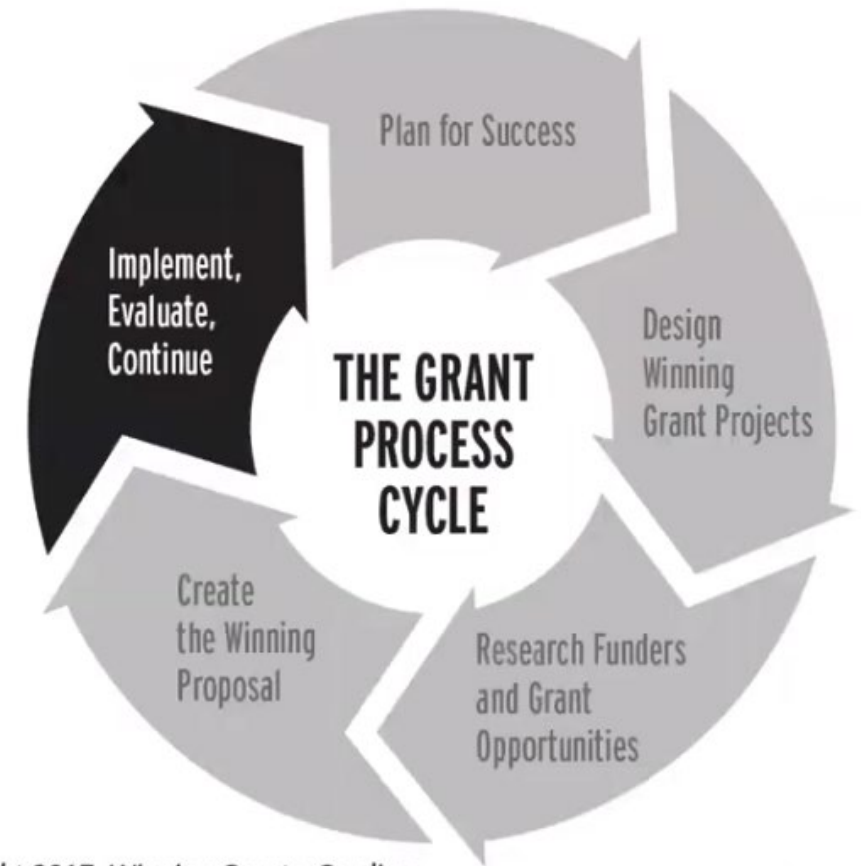
Overview of Grant Program Management

Successful performance starts with grant program management, which is the key to the ultimate success of your grant program.

It begins at the pre-award stages and carries on to post-award and the closeout of your project.

Elements of Program Management:

1. Plan and Design
2. Monitor and Evaluate
3. Report Progress



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Plan and Design



SPECIFIC

MEASURABLE

ACHIEVABLE

RELEVANT

TIME-BOUND

You need to be clear on what you want to accomplish.



The goals should be quantifiable. For example, generate one lead per month.



The goals should not be too easy or too hard. Set ambitious, but realistic targets.



The target should align with your business goals.



Set a time frame and/or a clear deadline for achieving your goals.



Monitor and Evaluate

Monitoring allows consistent management and oversight of projects, which helps maintain performance toward achieving the project goals and objectives.

Why should you monitor your grant program?

- Oversee timeline and progress
- Ensure adequate documentation and tracking to support performance and expenditure
- Oversight of subrecipients and/or contractors
- Budget oversight
- Monitoring and evaluation

Reporting

Federal Reporting Requirements ([2 CFR 200.329](#)) - UG 2024 Updates to outcomes/decision making

- Recipients are responsible for the oversight of operations for federal award-supported activities
- Recipients must relate financial data to performance goals and objectives of the federal award
- Non-Construction Performance Reports
- Construction Performance Reports
- Significant Developments
- Site Visits



Closeout

[Uniform Guidance Reference Guides FINAL 4-2024.pdf \(cfo.gov\)](#)

Uniform Guidance (2 CFR 200) on Performance Tracking

2 CFR 200.202 requires the federal awarding agency to design federal programs with *“clear goals and objectives that facilitate the **delivery of meaningful results** consistent with the federal authorizing legislation of the program.”*

Federal awarding agency will (2 CFR 200.301):

- Measure the performance of grant recipients against the program goals/objectives
- Share lessons learned
- Improve program outcomes
- Foster adoption of promising practices

Example: [RAISE Performance Measurement Guidance](#)

Best Practices for Better Performance Tracking

- Review and align to Federal Agency Reporting Form
- Clearly define deadlines & deliverables
- Systems to collect, store, analyze project data
- Evaluate monitoring and reporting activities
- Assign tasks to team members
- Documentation
- Internal Controls





Resources

- [RAISE Performance Measurement Guidance- 2023 Update 0.pdf \(transportation.gov\)](#) – U.S. DOT
- [Capital Project Monitoring and Reporting \(gfoa.org\)](#) – Government Finance Officers Association
- [Grants Administration \(gfoa.org\)](#) – Government Finance Officers Association
- [2 CFR 200.329](#)
- [IC-SMART-Goals-Worksheet-9237-PDF.pdf \(smartsheet.com\)](#)
- [Contractor Performance Assessment Reporting System \(cpars.gov\)](#)
- [FSRS - Federal Funding Accountability and Transparency Act Subaward Reporting System](#)

Questions?





Thank you