



POLICY FLASH 2013-49

DATE: May 2, 2013

TO: Procurement Directors



FROM: Director
Contract and Financial Assistance Policy Division
Office of Policy
Office of Acquisition and Project Management

SUBJECT: Updated Reporting Requirement Checklist including the Research Performance Progress Report (RPPR)

SUMMARY: Policy Flash 2011-63 transmitted the previous versions of the Reporting Requirements Checklists and the Research Performance Progress Report (RPPR) which was an attachment to the checklist.

This Flash transmits a combined checklist which replaces both of the previous checklists. The RPPR has also been incorporated into the checklist. Additional updates were necessary including: correcting web site addresses, removing references to subawards for audits of For-Profit recipients, clarifying property reporting due dates at award completion, and adding the Project Management Plan as an optional section of the RPPR.

The revised checklist should be used in new awards and incorporated into other awards at the next modification as appropriate.

This Flash will be available online at the following website:
<http://energy.gov/management/office-management/operational-management/procurement-and-acquisition/policy-flashes>.

Questions concerning this policy flash should be directed to Ellen Colligan, of the Contract and Financial Assistance Policy Division, Office of Contract Management, Office of Acquisition and Project Management at (202) 287-1776, Ellen.colligan@hq.doe.gov,

Attachment