Office of Criminal Justice Grants
Florida Department of Law Enforcement
National Criminal History Improvement Program (NCHIP)
NICS Act Record Improvement Program (NARIP)

Subaward Performance Report

Subgrantee: _____ **Grant #:** _____

Reporting Period: _____

Instructions: Subrecipients are required to provide performance reports to the Office of Criminal Justice Grants (OCJG) grant manager either monthly or quarterly, as prescribed by the approved subaward agreement. Submitted reports must clearly articulate the performance completed during the reporting period. Information provided by the subrecipient will be used to process payments, verify deliverables, and compile reports on project progress for the Bureau of Justice Statistics (BJS). Performance Reports are due **fifteen (15) days** after the end of the reporting period. Failure to submit the performance report by the deadline will result in a withholding of funds condition on your subaward.

1. **What is the primary goal/objective of the subaward?**

2. **Describe the work completed during this reporting period. This should include the status of key activities, any outputs produced, outcomes, and/or results.**

3. **Describe any major project accomplishments and impacts.**

4. **Describe any project barriers or delays and how they will be addressed.**