



DEPARTMENT OF THE INTERIOR

Tribal Energy Development Capacity (TEDC) Grant Quarterly Reporting Criteria

DISCLAIMER:

This document is meant to provide basic guidance for the TEDC project quarterly reports and does not replace or alter the original solicitation or contract agreements. Please see the 2017 TEDC Grant Solicitation for more detailed information.

INTRODUCTION:

During the life of the TEDC project, quarterly reports will need to be submitted to the Chandler Allen and Contracting Officer named in the award letter by the Tribal Contact. Tribal Project Contractors may not submit reports on behalf of the tribe. Pursuant to the TEDC Agreement Contract, the grantee is required to submit quarterly financial and narrative reports (which may consist of summary of events, accomplishments, problems, and/or results).

REPORTING CRITERIA:

Document Overview

The quarterly narrative component should be a one (1) to two (2) page summary of events, accomplishments, problems and results that took place during the quarter. Please reference the template on the TEDC webpage for quarterly reports.

Quarterly Reports will consist of the following two elements:

- a. A one (1) to two (2) page narrative summary
- b. Quarterly Financial Status Report (Federal Financial Report, SF 425)

SUBMISSION:

Please email a digital copies of the entire quarterly report by the due dates in the award document to Chandler Allen. Provide one digital report and two printed copies to DEMD at: IEEDGrants@bia.gov and the Department of the Interior, Division of Energy and Mineral Development, ATTENTION: TEDC Grant Program, 13922 Denver West Parkway-Suite 200, Lakewood, Colorado 80401-3142.

