

Section 7.3: Preparations for and Participation in Oversight Activities

PURPOSE AND POLICY

As a grant award recipient, the grantee agency has a responsibility to manage the grant according to the terms and conditions of the grant agreement, which falls to the grant program manager. This includes demonstrating sound grant management and transparency in all grant-related activities. As such, the grant program manager must prepare for and actively participate in oversight activities related to the administration of the grant. The next sections discuss the types of oversight activities and best practices for ensuring responsible grant management: [7.3.1 Monitoring](#); [7.3.2 Audits](#); [7.3.3 Inspections](#); [7.3.4 Reports](#); and [7.3.5 Peer Sharing and Best Practices](#).

The first step to ensuring proper grant management is establishing the grant in eCivis per [policy 70.05 in the State of Arizona Accounting Manual](#); eCivis serves as the official grant file. The [eCivis Implementation User Guide](#) provides technical instruction.