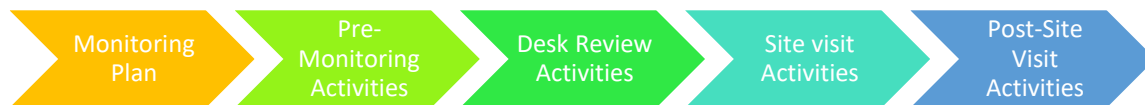


Section 8.2: Monitoring Activities

The State of Arizona has a programmatic and fiduciary responsibility under [2 C.F.R. Part 200](#) to monitor a representative sample of grant funds awarded to subgrantees on an annual basis. The industry standard for a representative sample is 10 percent of open subgrants. While direct responsibility for monitoring subrecipients rests with state agencies and departments, the Office of Grants and Federal Resources (GFR) is charged with oversight of monitoring activities.



Monitoring activities include the creation of and update to monitoring plans, review of subgrant monitoring reports, review of monitoring follow-up activity and creation of common subgrant monitoring policies and procedures across state agencies and departments, including quality assurance.

Monitoring activities conducted by state agencies and departments must include programmatic, financial, and administrative components, as outlined in the following sections, to count towards the state's responsibility to monitor a representative sample of open subawards. Documentation of these activities via eCivis or agency Subrecipient Manager (SRM) solution provides an easy to use and standardized system for reporting.

The sections below outline the responsibilities of state agencies and departments in conducting subgrant monitoring activities throughout the monitoring lifecycle and outline the policies and procedures for conducting specific monitoring activities.