

**ADVANCED MANUFACTURING JOBS AND INNOVATION ACCELERATOR CHALLENGE**  
**REPORTING MATRIX**

<u>Agency</u>	<u>Report</u>	<u>Due dates</u>	<u>Submission</u>
EDA/NIST/DOE/ETA/SBA	Updated Integrated Work Plan (IWP)	Quarterly: Jan. 31, April 30, July 31, Oct. 31	<a href="mailto:mfgjobsaccelerator@eda.gov">mfgjobsaccelerator@eda.gov</a> *ETA Grantees will also submit via the Electronic Grantee Reporting System - HUB (see below for details)
EDA/NIST/DOE/ETA/SBA	Collaboration Events for All Grantees	Every Other Month	Conference Call
EDA/NIST/DOE/ETA/SBA	Multi-Agency Grantee Progress Calls	As Needed	Conference Call
EDA	Federal Financial Report (SF-425)	Semi-Annually: April 30, Oct. 31	EDA Regional Office Project Manager
EDA	Request for Reimbursement (SF-270)	As needed (max. once/month)	EDA Regional Office Project Manager
EDA	Project Progress Report	Semi-Annually: April 30, Oct. 31	EDA Regional Office Project Manager
NIST	Federal Financial Report (SF-425)	Quarterly: Jan. 31, April 30, July 31, Oct. 31	NIST MEP system
NIST	Progress Report	Quarterly: Jan. 31, April 30, July 31, Oct. 31	NIST MEP system
DOE	Progress Report	Quarterly: Apr. 30, July 31, Oct. 31, Jan. 31	EERE-PMC
DOE	Federal Financial Report (SF425)	Quarterly: Apr. 30, July 31, Oct. 31, Jan. 31	EERE-PMC
DOE	Final Technical Report (FTR)	At the end of the project. (Note: Recipients must refer to and abide by the official award Reporting Requirements Checklist that will be sent to them.)	EERE-PMC
DOE	Request for Reimbursement (SF-270)	As needed (max. once/month)	VIAS
ETA	Participant Outcomes; IWP/Narrative Reports	Quarterly: Feb 14; May 15; Aug 14; Nov 14	Electronic Grantee Reporting System - HUB
ETA	Financial Status Report (ETA-9130)	Quarterly: Feb 14; May 15; Aug 14; Nov 14	Electronic Grantee Reporting System
SBA	Progress Report with SF PPR	Quarterly: Jan. 31, April 30, July 31, Oct. 31	SBA Headquarters Grants Officer Representative
SBA	Federal Financial Report (SF-425)	Quarterly: Jan. 31, April 30, July 31, Oct. 31	SBA Headquarters Grants Officer Representative
SBA	Request for Reimbursement (SF-270)	Quarterly: Jan. 31, April 30, July 31, Oct. 31	SBA Headquarters Grants Officer Representative