

**INNOVATIONS IN NUTRITION PROGRAMS AND SERVICES GRANTEE
REPORTING CALENDAR**

RESEARCH GRANTS		
(Grant Period: August 1, 2022 – July 31, 2027)		
Year	Financial Reports¹	Semi-Annual² Program Reports
2023	ANNUAL SF-425	Programmatic Reports
	August 31, 2023 Annual (For the Period August 1, 2022 – July 31, 2023)	February 28, 2023 Semi-Annual (For the Period August 1, 2022-January 31, 2023)
		August 31, 2023 Semi-Annual (For the Period February 1, 2023 – July 31, 2023)
2024	ANNUAL SF-425	Programmatic Reports
	August 31, 2024 Annual (For the Period August 1, 2023 – July 31, 2024)	February 29, 2024 Semi-Annual (For the Period August 1, 2023-January 31, 2024)
		August 31, 2024 Semi-Annual (For the Period February 1, 2024 – July 31, 2024)
2025	ANNUAL SF-425	Programmatic Reports
	August 31, 2025 Annual (For the Period August 1, 2024 – July 31, 2025)	February 28, 2025 Semi-Annual (For the Period August 1, 2024-January 31, 2025)
		August 31, 2025 Semi-Annual (For the Period February 1, 2025 – July 31, 2025)
2026	ANNUAL SF-425	Programmatic Reports
	August 31, 2026 Annual (For the Period August 1, 2025 – July 31, 2026)	February 28, 2026 Semi-Annual (For the Period August 1, 2025-January 31, 2026)

		August 31, 2026 Semi-Annual (For the Period February 1, 2026 – July 31, 2026)
2027	ANNUAL SF-425	Programmatic Reports
	August 31, 2027 Annual (For the Period August 1, 2026 – July 31, 2027)	February 28, 2027 Semi-Annual (For the Period August 1, 2026-January 31, 2027)
		Final report due November 30, 2027 in lieu of August 31 semi-annual report.
		Draft Capstone Project Due September 30, 2027 FINAL CAPSTONE DUE OCTOBER 31, 2027
	Final Financial Report SF-425	Final Programmatic Report³
	October 30, 2027 FINAL FINANCIAL REPORT (Cumulative for the period August 1, 2022-July 31, 2027) In addition, a Property Disposition Statement is due.	October 30, 2027 FINAL PROGRAMMATIC REPORT (Cumulative for the period August 1, 2022-July 31, 2027)

Other Instructions:

- Thoroughly review ACL’s webpage on “Managing a Grant”- <https://acl.gov/grants/managing-grant>.
- Meetings with ACL program officers will take place on the following schedule: (subject to change based on performance)
 - Year 1: Monthly
 - Year 2: Bi-monthly
 - Year 3: Quarterly
- Semi-annual reports are due every 6 months during the grant period. The Final Programmatic Report is submitted in lieu of the last semi-annual report.

¹ Financial reporting should be submitted through the Payment Management System (PMS). For financial reporting instructions, see: <https://pms.psc.gov/>, <https://acl.gov/grants/managing-grant>, and your official grant Notice of Award.

² Semi-annual Reports should be: 1) uploaded in GrantSolutions (<https://www.grantsolutions.gov>); and 2) emailed to your Technical Assistance Liaison **and** ACL Project Officer. For the semi-annual reporting instructions and template, see: [Current Guidelines for Preparing Performance Reports for Grants](#).

³ Final Reports should be: 1) uploaded in GrantSolutions (<https://www.grantsolutions.gov>); and 2) emailed to your Technical Assistance Liaison **and** ACL Project Officer. For the final reporting instructions and template, see: [Current Guidelines for Preparing Performance Reports for Grants](#). Note that a [Property Disposition Statement](#) is required as part of the Final Report.