

  
CANCER PREVENTION & RESEARCH  
INSTITUTE OF TEXAS

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**Product Development Program**

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CPRIT Grantee  
Annual Compliance Training  
March 2026

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**CONTACT INFORMATION**

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**TRAINING OVERVIEW**

- **Introductions**
- **FWA Reporting**
- **Administrative Rule Changes / P&P Guide Overview**
- **Required Reporting**
- **Compliance Reviews**
- **Programmatic Topics**

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**SOURCES OF CPRIT GRANTEE REQUIREMENTS**

- Article III, Section 67 Texas Constitution
- Texas Health & Safety Code Chapter 102
- Texas Administrative Code Chapters 701 - 703
- Grant Contract
- Texas Grant Management Standards

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**FRAUD, WASTE, & ABUSE**

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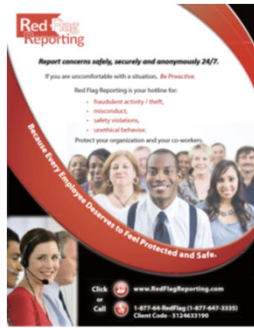
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FRAUD, WASTE, & ABUSE



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FRAUD, WASTE, & ABUSE

**How do I Make a Report?**  
**Use Client Code #5124633190**  
(Users can remain anonymous)

Call	1-877-64-RedFlag (1-877-647-3335)
Online	www.RedFlagReporting.com

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ADMINISTRATIVE RULES AND POLICIES AND PROCEDURES GUIDE

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### How to Stay in the Know



- Check CPRIT’s website
- Receive CPRIT listserv emails
- Watch Oversight Committee meetings
- Attend training webinars

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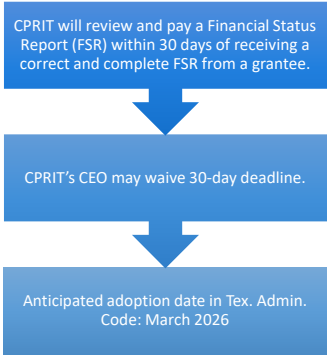
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### Proposed Rule Amendment § 703.24(f)



CPRIT will review and pay a Financial Status Report (FSR) within 30 days of receiving a correct and complete FSR from a grantee.

CPRIT’s CEO may waive 30-day deadline.

Anticipated adoption date in Tex. Admin. Code: March 2026

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### Online Portal for Grantee Intellectual Property (IP) Reporting

- Grantees must notify CPRIT of IP-related actions through the [CPRIT Intellectual Property \(IP\) Reporting Portal](#).
- Refer to Attachment D of grant contract.
- If you have any questions about the online portal for IP reporting, please contact [ipreporting@cprit.texas.gov](mailto:ipreporting@cprit.texas.gov).

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ADMINISTRATIVE RULES AND POLICIES AND PROCEDURES GUIDE  
Q&A



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REQUIRED GRANT REPORTS



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**Polling Question**

Submitting required reports late may result in delays on reimbursements.

**Answer: True**



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**Reporting Requirements**

- Annual**
  - Inventory Report
  - Revenue Sharing Report
  - HUB/Texas Suppliers Report
  - Matching Compliance Certification
  - Annual Progress Report
  - Single Audit Determination Form
  - Audit Report
- Quarterly**
  - Financial Status Report
  - Quarterly Progress Report
- Periodic**
  - Interim/ Tranche Report

*All report due dates are available in CGMS*

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**FINANCIAL STATUS REPORT (FSR)**

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**Financial Status Report (FSR) Submission Requirements**

- ❖ Due 90 days after state fiscal quarter
  - Can be submitted as early as the day after the fiscal quarter ends, up until the due date
- ❖ Summary of expenses from accounting system or in an Excel spreadsheet
  - Should include:
    - ✓ Expense categories
    - ✓ Itemized Expenses
    - ✓ Clear description of items
- ❖ All support documents should be in English

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### Common Resubmission Issues

MISSING SUPPORT DOCUMENTATION

MISCATEGORIZED EXPENSES

UNCLEAR EXPENSE DESCRIPTION

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### Missing Support Documentation

- Change Request Approval (Equipment, foreign travel)
- General Ledger
- PLOE
- Invoices
- Time sheet information

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**Expense Description is Unclear - A clear description of the purchased item is not provided on the GL or the invoice.**

General		Summary	
Pay Status	Paid	Summary - VWR	Complete
Supplier Invoice No.	8816190758	Supplier Invoice No.	8816190758
Supplier Name	11 22 Summary - VWR	View Supplier cXML	
Supplier Account No.	no value	Total (\$41,14 USD)	
PO business unit		Subtotal	841.14
PO Department	28-BMEN (28-BMEN)	Discount	0.00
Invoice Owner		Tax1	0.00
Invoice Date	5/30/2024	Shipping	0.00
Discount Date	no value	Handling	0.00
Due Date	6/29/2024		<b>841.14</b>
Terms	0 Net 30	Related Documents	
Terms Discount	0.00 USD	Purchase Order: AB0917591	
Invoice Name	no value	Requestion: 186649352	
Report Reference A	no value	What's next?	
Report Reference B	no value		

4013 Supplies - Research	E-Supplies	841.14	p 53
4013 Supplies - Research	E-Supplies	111.98	

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**Miscategorized Expenses**

Common misclassification errors occur when **“Other”** expenses are allocated to **“Supplies”**.

- Warranty/Service Agreements (e.g., Apple Care)
- Services (e.g., Synthesis, Antibody Productions)
- Advertising

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**FSR Support Documentation Resources**

- ❖ **FSR Required Supporting Documentation by Expense Category**
  - Details the documentation a grantee must provide to support expenses reported for each budget category
- ❖ **CPRIT FSR Checklist**
  - A tool to assist grantees submit accurate information and documentation for all costs requested for reimbursement.

**Resource Documents**

The grant reporting resource documents listed here are designed to assist grantees in submitting accurate information and documentation for all expenses reported to CPRIT.

- [FSR Checklist for Academic Research](#)
- [FSR Checklist for Product Development](#)
- [FSR Checklist for Prevention](#)
- [FSR categories and required supporting documentation](#)
- [Standardized GL with FSR and match columns](#)
- [Match Eligibility Matrix](#)
- [Template for Product Development grantees for annual report](#)

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**FINANCIAL STATUS REPORT  
Q&A**

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PERSONNEL / FRINGE EXPENSE CATEGORY



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**Polling Question**

Employees who work on administrative activities directly related to a grant award may be classified as:

- A. Direct costs and budgeted under the Personnel budget category
- B. Indirect costs and budgeted under the Indirect budget category

**Answer: A.**



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**Salary Cap**

-  The annual salary (also referred to as direct salary or institutional base salary) that an individual may be reimbursed from a CPRIT award is limited to a maximum of \$200,000
-  Salary does not include fringe benefits and/or facilities and administrative costs, also referred to as indirect costs
-  Applications submitted in cycle 25.1, the maximum salary amount supported by CPRIT grant funds for an individual with 100% level of effort on a grant award is \$225,000

[P&P Guide Reference: 9.5.2 Salary Limits](#)



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### Fringe Benefits

Examples of fringe benefits include the employer portion of FICA and Medicare, the cost of employee insurance, pensions, and unemployment benefit plans.

Fringe benefits may not exceed 35% of total salary expense for the period being reported.

Grantees reporting pooled fringe benefits using a federally approved rate can submit the total fringe amount for each employee without detailing the types of benefits. Include a copy of the agreement effective during the FSR reporting period, outlining the pooled benefit categories.

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### Timesheets

Timesheets must be signed by the employee and supervisor having first-hand knowledge of the activities performed by the employee

Chief Executive Officers are required to have signed timesheets from a supervisor having first-hand knowledge of the activities performed by the employee

An electronic signature on time sheets is acceptable

P&P Guide Reference:  
10.2.2.1 Time Sheets/Other Records of Actual Hours Worked

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### PERSONNEL LEVEL OF EFFORT (PLOE)

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### Personnel Level Of Effort (PLOE) – Myth vs Fact

Myth

Only employees receiving salary and fringe benefits should be included on the PLOE.

Fact

Employees eligible for travel expense reimbursements should also be listed on the PLOE as “Travel Only”

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### Personnel Level Of Effort (PLOE)

Year 1		Year 2		Personnel Level of Effort		Departmental Salary Reports		Payments		Other Financial Reports	
Level of Effort											
Senior Key Person and Other Personnel											
Emp ID	Last Name	Role on Project	Level of Effort (LOE)		Year 1	Year 2	Total Person Months Paid				
			Type Apps (months)		12	12					
		Co-Investigator	Effort on Project	0.00%	2.00%						
			Person Months		0.00	0.24					
			Type Apps (months)		12	12					
		PI/POCR	Effort on Project	10.00%	10.00%						
			Person Months		1.20	1.20					
			Type Apps (months)		12	12					
		Senior Research Assistant	Effort on Project	50.00%	50.00%						
			Person Months		6.00	6.00					
			Total Person Months Per Year		7.20	7.44					

- Employee name (must match payroll ledger)
- Position title
- Level of Effort
- 'Travel Only' - applies to employees with 0% Level of Effort (LOE) who are eligible for travel expense reimbursement

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### No Cost Extension - PLOE

- Extension period for NCEs default to zero
- Update is required

Year 1		Year 2		Year 3		Year 4		Total Person Months Per Person	
Other Personnel	Level of Effort (LOE)		Year 1	Year 2	Year 3	Year 4			
Rate on Project	Type Apps (months)		0	0	0	0			0
Program Contributor	Effort on Project	0.00%	0.00%	100.00%	0.00%				12.00
	Person Months		0.00	0.00	12.00	0.00			
	Type Apps (months)		12	12	12	12			
Co-Program Director	Effort on Project	0.00%	0.00%	0.00%	0.00%				0.00
	Person Months		0.00	0.00	0.00	0.00			0.00
	Type Apps (months)		0	0	0	0			0
Program	Person Months		0.00	0.00	0.00	0.00			0.00
	Type Apps (months)		0.00	0.00	0.00	0.00			0.00
Program Contributor	Effort on Project	0.00%	0.00%	100.00%	0.00%				12.00
	Person Months		0.00	0.00	12.00	0.00			
	Type Apps (months)		0	0	1	1			2
Project Assistant	Effort on Project	0.00%	0.00%	100.00%	0.00%				12.00
	Person Months		0.00	0.00	12.00	0.00			
	Type Apps (months)		12	12	12	12			
PI/POCR	Effort on Project	50.00%	50.00%	50.00%	50.00%				18.00
	Person Months		6.00	6.00	6.00	6.00			
	Type Apps (months)		0	0	0	0			0
Project Assistant	Effort on Project	0.00%	0.00%	100.00%	0.00%				12.00
	Person Months		0.00	0.00	12.00	0.00			
	Type Apps (months)		12	12	12	12			
	Total Person Months Per Year		0.00	0.00	24.00	24.00			48.00

Example of a NCE which resulted in a Year 4 – automatically populates with zeros

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**Best Practice - PLOE Updates**

-  Update quarterly prior to submitting the FSR
-  Ensure that 'travel only' is included for employees with 0% effort who qualify for travel expense reimbursements
-  Outgoing personnel who provided LOE for reimbursement should remain on the PLOE for compliance purposes
-  Ensure that the PLOEs are updated and accurate for No Cost Extensions (NCEs) as they default to zero.
-  Grants transitioning to closeout status cannot be revised in CARS-CGMS, and any unlisted personnel expenses will not be reimbursed.

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PERSONNEL LEVEL OF EFFORT  
Q&A

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TRAVEL EXPENSE CATEGORY

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**Foreign Travel**

GSA U.S. General Services Administration [Per diem lookup](#)

Buy through us Sell to government Real estate Policy and regulations Small business Travel Technology About us

Home Travel Plan a trip Per diem rates

**For approved international travel:**  
CPRIT will reimburse for actual costs of meals and lodging up to the maximum rate allowed by the U.S. Dept. of State.

Receipts should be submitted with reimbursement request

The Department of Defense sets rates for Alaska, Hawaii, and U.S. territories and possessions. Visit the DOD site.

The Department of State sets foreign rates. Visit the Department of State site.

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**Travel Expense Report Requirements**

A separate travel expense report must be submitted for each traveler for each trip. The supporting documentation should include:

- Grantee Name
- Traveler's Name
- Date(s) of travel
- Purpose of the travel
- Itemization of expenses

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**Travel Expense Report Requirements**

Travel expenses covered by the company, including airfare, accommodation, or conference registration fees, should include:

- The purpose of the trip
- Approval from the supervisor

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### FSR - Travel Expense Checklist

- ✓ All travelers are listed on the PLOE
- ✓ Receipts are legible
- ✓ Expenses are within GSA limits; copy of GSA rates for meals and lodging included
- ✓ Taxi/Uber/Lyft receipts are included minus tips/gratuities



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### Ineligible Travel Costs

- Alcohol or gratuities
- Airfare costs that exceed coach class
- Foreign travel without prior CPRIT approval
- Travel outside of the PLOE period or grant contract effective dates.
- Employee traveling not listed on Personnel Level of Effort (PLOE)
- Meals for non-overnight travel

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### Foreign Currency

All foreign currency expenses **must** be:

- Converted to US dollar before CPRIT submission.
- Documentation of conversion rate included in supporting documents



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TRAVEL EXPENSE CATEGORY  
Q&A



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SUPPLIES, OTHER, CONTRACTUAL  
& EQUIPMENT



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**Polling Question**

What are the two budget categories with the highest number of mis-categorization errors?

- A. Personnel and Fringe
- B. Supplies and Equipment
- C. Other and Contractual
- D. Supplies and Other

**Answer: D**



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**Supplies and Other Category Expenses**

<p style="text-align: center;"><u>Supplies Category</u></p> <ul style="list-style-type: none"> <li>• Desktop and laptop computers (including notebooks, tablets, and similar devices)</li> <li>• Non-portable printers and copiers</li> <li>• Communication devices (mobile telephones)</li> <li>• Lab materials</li> <li>• Office Supplies</li> <li>• Equipment with unit cost of less than \$10,000</li> </ul>	<p style="text-align: center;"><u>Other Category</u></p> <ul style="list-style-type: none"> <li>• Printing and reproduction expenses</li> <li>• Services (e.g., animal cost care, gene synthesis)</li> <li>• Publication fees</li> <li>• Equipment warranties and service contracts</li> <li>• DNA sequencing, cloning, etc. services provided by a vendor</li> <li>• Conference/registration fees paid prior to travel dates</li> <li>• Postage and shipping services (FedEx, UPS), etc.</li> </ul>
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**Contractual and Equipment Category Expenses**

<p style="text-align: center;"><u>Contractual Category</u></p> <ul style="list-style-type: none"> <li>• Itemized expense report for all contractual expenditures</li> <li>• Contractual Travel             <ul style="list-style-type: none"> <li>○ Itemized Amounts                 <ul style="list-style-type: none"> <li>▪ Airfare</li> <li>▪ Mileage</li> <li>▪ Lodging</li> </ul> </li> <li>○ Receipts (minus gratuity and tips)                 <ul style="list-style-type: none"> <li>▪ Meals (if not claiming per diem)</li> <li>▪ Ground transportation (e.g., Lyft, Uber)</li> </ul> </li> </ul> </li> </ul>	<p style="text-align: center;"><u>Equipment Category</u></p> <ul style="list-style-type: none"> <li>• Unit cost of \$10,000 or more</li> <li>• Including,             <ul style="list-style-type: none"> <li>○ freight and shipping costs</li> <li>○ any necessary modifications, attachments, accessories</li> <li>○ or auxiliary apparatus necessary to make the property usable</li> </ul> </li> <li>• Support documentation <u>must</u> include approval via             <ul style="list-style-type: none"> <li>○ budget justification or</li> <li>○ Change Not Otherwise Specified (CNOS)</li> </ul> </li> </ul>
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**MATCHING COMPLIANCE CERTIFICATION  
(MCC)**



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### Personnel Level Of Effort (PLOE) – Myth vs Fact

Myth

Expenses that are not directly related to the CPRIT project may still be submitted as matching funds.

Fact

Match expenditures should be direct costs associated with the CPRIT-funded project or for work that is closely related, supporting, extending, or facilitating the project, even if it is not directly funded by CPRIT.



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### Matching Compliance Certification (MCC) – Submission Options

#### FSR – Match Split

- Expenses are split between FSR and Match throughout the budget year.
- Support documents are submitted quarterly with the FSR.
- Indicate what percentage of expenses go into each 'bucket'.
- Must make up any match shortage with direct match.

#### Direct Match

- Match expenses are submitted separate from FSR expenses at the end of the budget year.
- Support documents are submitted at same time MCC is filed.
- 100% of the reported expenses go towards direct match.



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### CPRIT Standardized GL– FSR/Match Split Example

CPRIT FSR/Match Split General Ledger									
		Grant Name	Grant ID	WFO#	Period Covered				
				1204	6/1/2024 - 8/31/2024				
Expense Categories	Expenses Per Category	FSR Expenses	Match Expenses	% of Expenses Allocated to FSR	% of Expenses Allocated to Match	Total % (Not to exceed 100%)			
Personnel	845,991.94	70,705.24	77,524.70	52.410%	47.590%	100.000%			
Travel	24,109.92	12,646.94	11,462.98						
Travel	-	-	-						
Equipment	-	-	-						
Supplies	-	-	-						
Contractual	1,740,871.87	897,898.53	842,973.34						
Other	230,004.00	102,147.00	127,857.00						
<b>% Total Direct Cost</b>	<b>1,945,997.73</b>	<b>1,000,000.00</b>	<b>945,997.73</b>						
<b>Total Costs</b>	<b>1,945,997.73</b>	<b>1,000,000.00</b>	<b>945,997.73</b>						

Page #	Invoice #	Invoice #	Post Date	GL Acct #	Vendor	Employee/Traveler	Description of Purchase or Reason for Travel	Expense Category	Amount Claimed
1	900819176	125130	6/17/2024	751530	AccellSystems Inc.	-	Human resource prospects and search (HR)	I, Contractual	1,912.00
2-8	905176	6170175	6/17/2024	6170175	Biomax Clinical Consulting LLC	-	Clinical consulting services	I, Contractual	61,319.25
7-9	905198	2133225	6/17/2024	2133225	Biomax Clinical Consulting LLC	-	Clinical consulting services	I, Contractual	21,298.75
28-40	PNW-15554	1248530	8/14/2024	1248530	Cytek, Inc.	-	CRP services	I, Contractual	12,865.00
1	1767626185	101746	8/14/2024	101746	Federal Express	-	Shipment to CRP site	g, Other	301.14
2	18010	625010	8/14/2024	500010	Equicare Health Inc.	-	Oncology Care Coordination Software	g, Other	5,000.00
3	18015	625010	8/14/2024	500010	Equicare Health Inc.	-	Oncology Care Coordination Software	g, Other	5,000.00
4	18094	500010	8/14/2024	500010	Equicare Health Inc.	-	Oncology Care Coordination Software	g, Other	5,000.00



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### CPRIT Standardized GL- Direct Match Example

CPRIT Match General Ledger		Grant #	Fiscal	Period Covered
		EP01	EP01	9/1/24 to 11/30/24
<b>Direct Match Expenses</b>				
Expense Categories	Expenses Per Category			
Personal	50.00			
Printing/Binder				
Travel				
Equipment				
Supplies	8,012.00			
Contractual				
Other				
<b>Total Direct Match</b>	<b>8,012.00</b>			
<b>TOTAL</b>	<b>8,012.00</b>			

Page #	Invoice Date	Invoice #	Invoice \$	Paid Date	GL Amount	Vendor	Employee/Traveler	Description of Purchase or Reason for Travel	Expense Category	FSR Amount
5	9/30/2024	INV 100	4,000.00	10/1/2024	4,000.00	M. PATEL		Clinical Consultant Ser.	E. Contractual	4,000.00
6	10/30/2024	INV 101	4,012.00	11/1/2024	4,012.00	M. PATEL		CRO services	E. Contractual	4,012.00
									F. Subtotal	<b>8,012.00</b>

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### MCC - Support Documentation

Submit all match support documentation to CGMS at the time the MCC form is submitted, and include;

- Match General Ledger in Excel format
- Invoices related to Match expenses
  - *Work is considered closely related if it supports, extends, or facilitates the project, even if not directly funded by CPRIT.*
- Timesheets
- Proof of Payment

FSR Guide Reference:  
6.4 Matching Funds Certification and Verification

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### MCC - Indirect Costs

*Indirect costs can be submitted as matching funds; however, there are additional support documentation requirements.*

*Please inform your grant accountant if you plan to submit indirect costs as matching funds.*

FSR Guide Reference:  
6.4 Matching Funds Certification and Verification

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### Matching Compliance Certification (MCC)

The annual matching certification is based on the greater of

- the amount of funds advanced or
- the amount expended

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### Matching Compliance Certification (MCC) - Forecasting

**Limit**

- Limit advance request to the expected expenditures

**Delay**

- Delay the second advance request if nearing the end of the grant budget year and not intending to use the extra advance funds during that year

**Adjust**

- If more funds were advanced than are being expended, adjust the upcoming FSRs to allocate more expenses to the match fund

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### MCC – Deficiency (Only one allowed during grant life cycle)

Grantees may carry forward a match deficiency to the next budget year if it is -

- Equal to or less than 20% of total match requirement
- Have no previous match deficiency

**Two or more deficiencies could result in grant termination and repayment.**

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**Common causes for a match review and approval delays**

1. Comprehensive general ledger not submitted
2. Lump sum amounts submitted on general ledger
3. Missing information on general ledger
4. Missing support documents



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**Grantee Resources**

- [CPRIT Standardized General Ledger](#) – ALL columns must be completed
- [Match Eligibility Matrix](#) – Outlines allowable and unallowable match expenses

**Manage My Grant**

- Rules and Statutes
- Policies and Procedures
- Training
- Funding Webinars
- Reporting Forms
- Reporting Fraud
- Resource Documents**

**Resource Documents**

The grant reporting resource documents listed here are designed to assist grantees in submitting accurate information and documentation for all expenses reported to CPRIT.

- [FSR Checklist for Academic Research](#)
- [FSR Checklist for Product Development](#)
- [FSR Checklist for Prevention](#)
- [FSR categories and required supporting documentation](#)
- [Standardized GL with ESR and match columns](#)
- [Match Eligibility Matrix](#)
- [Template for Product Development grantees for annual report](#)

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**MATCHING COMPLIANCE CERTIFICATION (MCC) Q&A**

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PROGRAMMATIC TOPICS

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**Polling Question**

Which is NOT a change request type?

- A. Advancement of Funds
- B. Change – Not Otherwise Specified
- C. Change in Personnel
- D. Change to Report Due Dates
- E. No Cost Extension

**Answer: D**

Report due dates will not change unless grant is in early termination or close out status.

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**Progress Reports**

Ensure that Progress Reports contain accurate and complete impact data for Annual and Final reports

- Publications
- Follow-on funds
- Patents
- Clinical trials
- 1–2-page project narrative



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### Annual Report – Common Errors

- Progress report is internally inconsistent
- Details of progress is in an attached PDF instead of the Summary of Progress or Summary text boxes
- Repeated publication or grant
- Incomplete information - Lack of detailed performance data, repeated work from previous year, marks not aligned with timeline or anticipated activities
- Missing narrative report - Prepared by the CEO describing the events that have shaped the project's progress during the previous year

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### CPRIT Acknowledgment

- Printed and visual materials associated with CPRIT funding must include acknowledgment of CPRIT and the grant ID.
- Publications that are not funded by CPRIT should be excluded from the progress report.

**Funding**  
This work was conducted with support from \_\_\_\_\_ Cancer Prevention Research Institute of Texas (CPRIT) RP150587. \_\_\_\_\_ was supported by a Career Development Award (CDA 11-217) from the U.S. Department of Veterans Affairs. The content is solely the responsibility of the authors and does not necessarily represent the official views of the National Institutes of Health.

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### Change Request Types



Goal or Objective Change	Change of Organization Request
No Cost Extension	PI Change Request
Personnel Level of Effort Change	Rebudgeting
Advancement of Funds	Change – Not Otherwise Specified

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Goal or Objective Change

Any changes to the scope of work or budget should be consistent with the guidance provided by reviewers and must be approved by CPRIT



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Change of Organization

- Transfer of the award to another organization in Texas
- CPRIT awards may not be transferred to organizations outside the State of Texas



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No Cost Extension (NCE)



A contract end date may be changed to allow the grantee more time to complete work on the grant project



Only goals and objectives that have been approved but have not yet been completed can be conducted during an NCE

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**No Cost Extension (NCE)**

- Not automatically approved
- Include new requested End Date
- If more than 6 months are being requested, mention additional months in the first sentence of the justification
- The request must be submitted at least 30 days before the termination date and no more than 180 days before
- The PD must exhibit measurable effort during an approved NCE

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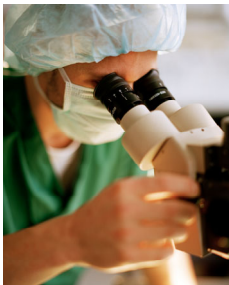
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**Change in Principal Investigator (PI)**

- Not automatically approved
- Reviewed by Programmatic Staff
- Bio-sketch of proposed PI
- Include Context and justification for change



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**Change in Principal Investigator (PI)**

-  Include resources (equipment, supplies, personnel) available to proposed PI
-  Describe impact of change on the project goals and objectives, budget, key personnel, original timeline and CPRIT required reporting
-  Upload a revised budget and level of effort for all personnel in CGMS

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### Personnel - Level of Effort Change (PLOE)

- Changes for all personnel or their level of effort on a CPRIT grant
- Include information regarding what changes are being made
- The justification must match the effort table



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### Advancement of Funds



For grants that have been specifically approved for disbursement of funds in advance of expending the funds  
It is within CPRIT's discretion to revert to a reimbursement basis



Generally, the last 10% of grant funds will be disbursed on a reimbursement basis  
After all required reports are submitted to CPRIT  
Exception, final reports due after grant end date, e.g., Final Audit Report

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### Change Not Otherwise Specified (CNOS)

- CEO change  
- Upload the CV for a new CEO to Ad Hoc documents
- Foreign travel not specified in grant application
- Equipment purchase not specified in grant application



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GRANT SUPPORT



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Points of Contact

	<b><u>CGMS Technical Issues</u></b>	Contact CPRIT Helpdesk Help@CPRITGrants.org Phone: 866-941-7146
	<b><u>Programmatic/ Content questions</u></b>	Contact the CPRIT Program Manager
	<b><u>Financial Questions/Issues</u></b>	Contact CPRIT Finance Manager/ Grant Accountant

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Product Development Program

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CPRIT Grantee  
Annual Compliance Training  
March 2026



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