

Summary of Tasks for Peer Review

Description	Staff Responsible					Requested	Completed
	1	2	3	4	5		
FISCAL MGMT							
Expenditure Report							
SF269							
Payment Systems Records							
IDC Agreement							
Audit							
PERSONNEL MGMT							
Effort Certification Documentation & Description of Process							
Position Descriptions & Resumes							
CONTRACT OVERSIGHT – N/A							
CONSUMER RESPONSIVENESS							
State Plan language about access of facilities & services							
Compliance of activities w/508 Standards							
Advisory Council - Membership Operations							
Feedback – not in reporting year							
PROGRAM PERFORMANCE							
a. Inventory of devices (item and ATRC)							
- Inventory Screen Shots –							
- equip search and equip reservation							
b. Copies of policies and procedures for the grantee's state financing, device demo, device loan, and device reutilization activities... (include BOLD)							
- Summary of approach to each area							
- DATI Data Collection Guide (6)							
c. Synopses of trainings and copies of sample training materials							
- Training list							
- Summary trainings							
- Public Awareness							
d. Publications (six sets)							
Referral – provider directory on web; vendor info on inventory website							
State Financing - BOLD							
BOLD data							
AT Loan data							
Equipment Loans (#)							
Equipment Demos (#)							
AT Exchange Data							
AT Exchange History - narrative							