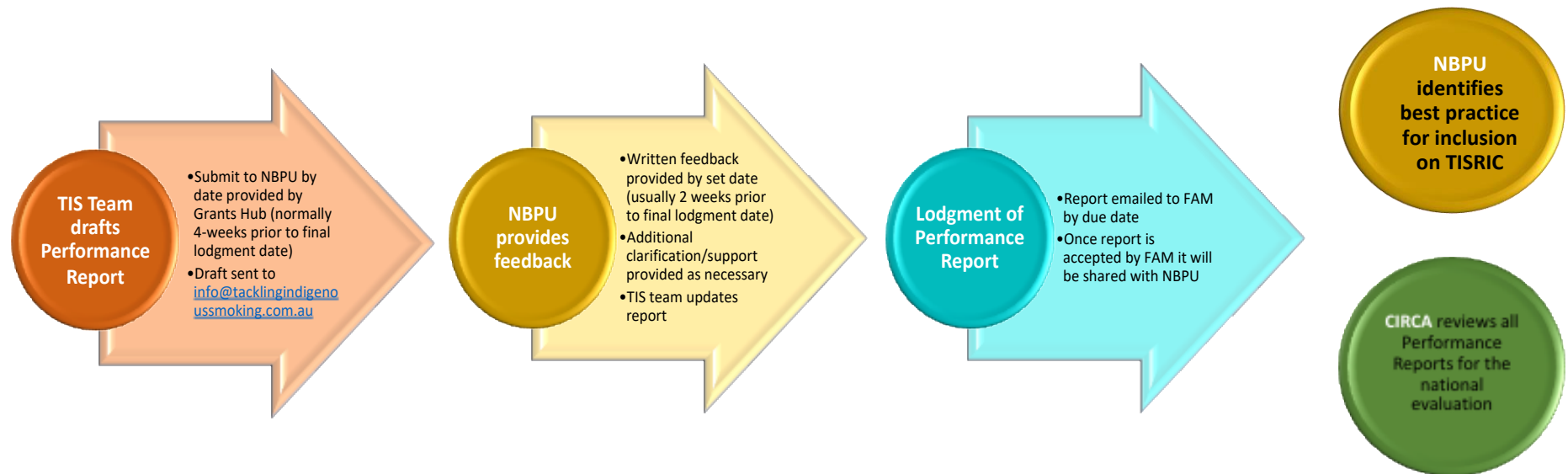
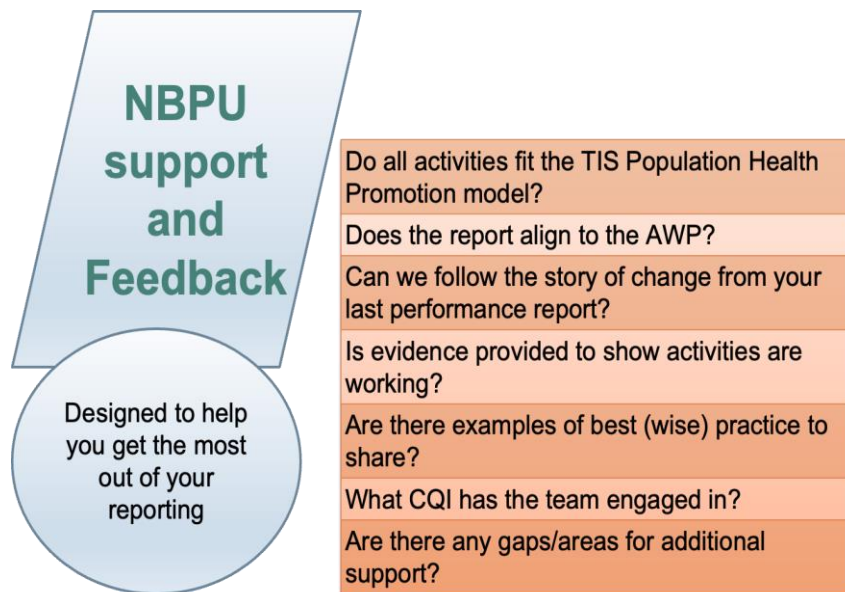


Performance Report Lodgment and Review Process

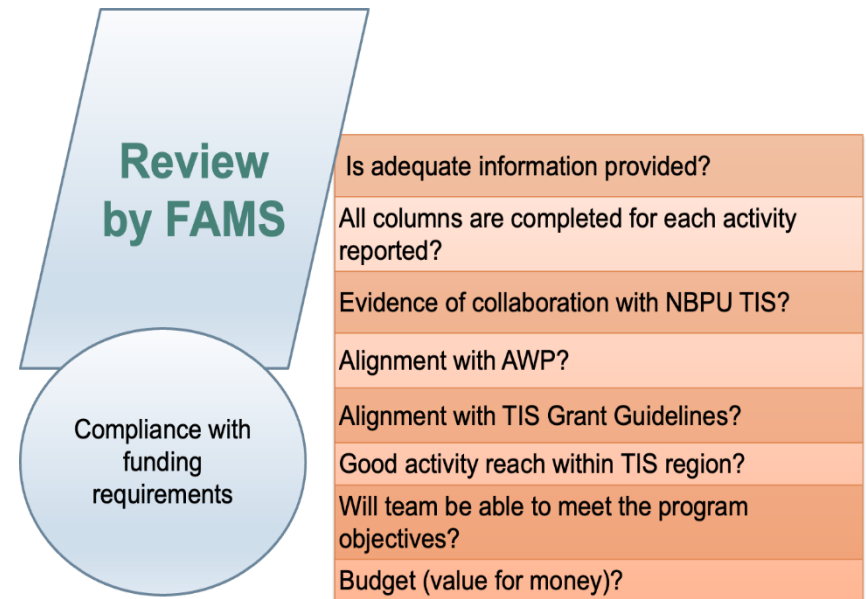


As this schematic shows, TIS program six-monthly performance reports are usually provided in draft to the NBPU four weeks before the final lodgment date. For the period January to June 2023 the timeframe will be shorter. Drafts are due to NBPU in the **first week of July 2023**.

We will review the report and provide feedback within two weeks of receipt. You should then make any amendments and send to the FAMs by **31/7/23**.



NBPUs review is designed to help you get the most out of your reporting We are looking to see what is going well, where you might need more support and what could be improved in your report. We do this from a strengths-based perspective. We are looking for activities and successes to celebrate as well as areas where we might support you. Our review is guided by the questions listed above.



FAMs are looking for compliance with funding requirements. They are also guided by a set of questions summarized above. The questions have some similarity to the NBPUs questions, but a big difference is the FAMs interest in budget. Are you using it as permitted by the grant guidelines? Remember that it is Important that your report (and budget allocation) focuses on smoking, not general lifestyles as you are funded for tackling smoking, using a population health promotion approach.