HRSA Grantee Conference Call and Q&A

US Affiliated Pacific Island Grantees

April 2016

Operator

- Operator will advise grantee listeners that they are in listen-only mode initially
- How/when to ask a question
- HRSA personnel will present some Grants information and then open the call to Q&A

Agenda

- Welcome
- Reminders/Updates
- Reviewer Recruitment Module
- Division of Grants Policy Update
- Unobligated versus Unliquidated
- Updating Organizational Roles and Privileges
- Manage Your Grant
- Top Audit Findings
- Q&A

Welcome

- HRSA Contact Center hours are from 8:00 A.M to 8:00 PM Eastern Time
- The HRSA Contact Center phone number is 877-464-4772.
- Contact Center Email Web Ticketing Form http://www.hrsa.gov/about/contact/ehbhelp.aspx

Reminders

- The Payment Management Services (PMS) Help Desk: 877-614-5533 or http://www.dpm.psc.gov/

- The Bureau of Primary Health Care has their own Help Line: 1-877-974-2742.
  - BPHC also has their own ticketing process for issues or concerns at: http://www.hrsa.gov/about/contact/bphc.aspx

- Please ensure that your SAM.gov and your Grants.gov registrations are up to date. If either one expires, you will not be able to apply for or receive a HRSA grant.

Reminders

- Prior Approval Requests for Property
  - Contact your GMS or HRSA Electronic Handbooks Contact Center for assistance
  - Property User Guide and Questions: http://www.hrsa.gov/grants/manage/index.html

- The HRSA Grants TA webpage: http://www.hrsa.gov/grants/apply/
  - This is a one-stop-shop for potential applicants on how to apply for HRSA Federal assistance.

Reminders

- Redesigned Grants.gov webpage:
  www.grants.gov/web/grants/learn-grants.html

- Provide Feedback on your Grant Experiences through the Data Act:
  https://cxo.dialogue2.cao.gov/

Reviewer Recruitment Module (RRM)

Being a HRSA Reviewer means:

- Learning how HRSA evaluates grant applications;
- Provides insight on the fundamentals to writing a strong application; and
- Networking with other health professionals.

Reviewer Recruitment Module (RRM)

- The RRM link is: https://rrm.grantsolutions.gov/AgencyPortal/hrsa.aspx
- The RRM link can also be found at : http://www.hrsa.gov/grants/reviewers/index.html
- The TA mailbox address is: RRMTechAssistance@hrsa.gov

Division of Grants Policy update

- The Key Contacts Form
  - This is a new form that will be included in the Grants.gov application package

- FAPIIS
  - How you can check it
  - How it will be used
  - Link to the website: https://www.fapiis.gov

Division of Grants Policy update

- Adobe Reader compatibility with Grants.gov
  - There is a work around for Applicants who have had trouble: www.Grants.gov

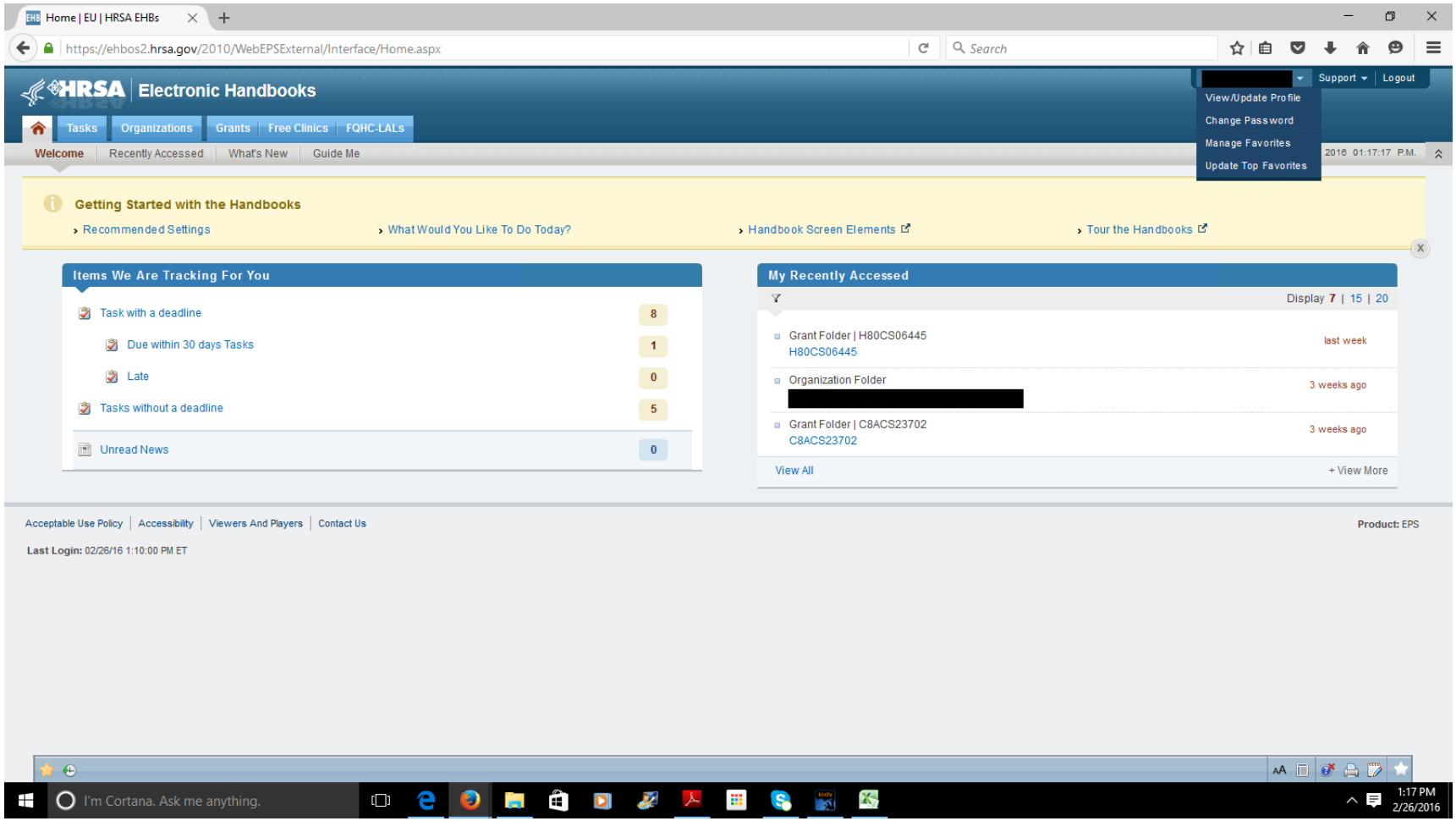
- Annual Grantee Satisfaction Survey

Unobligated vs. Unliquidated

- Unobligated balance is that portion of the funds authorized for expenditure under an award that has not been obligated by the end of a budget period.

- Unliquidated obligations on a cash basis are obligations incurred, but not yet paid. On an accrual basis, they are obligations incurred, but for which an expenditure has not yet been recorded.

Updating Organization Roles and Privileges



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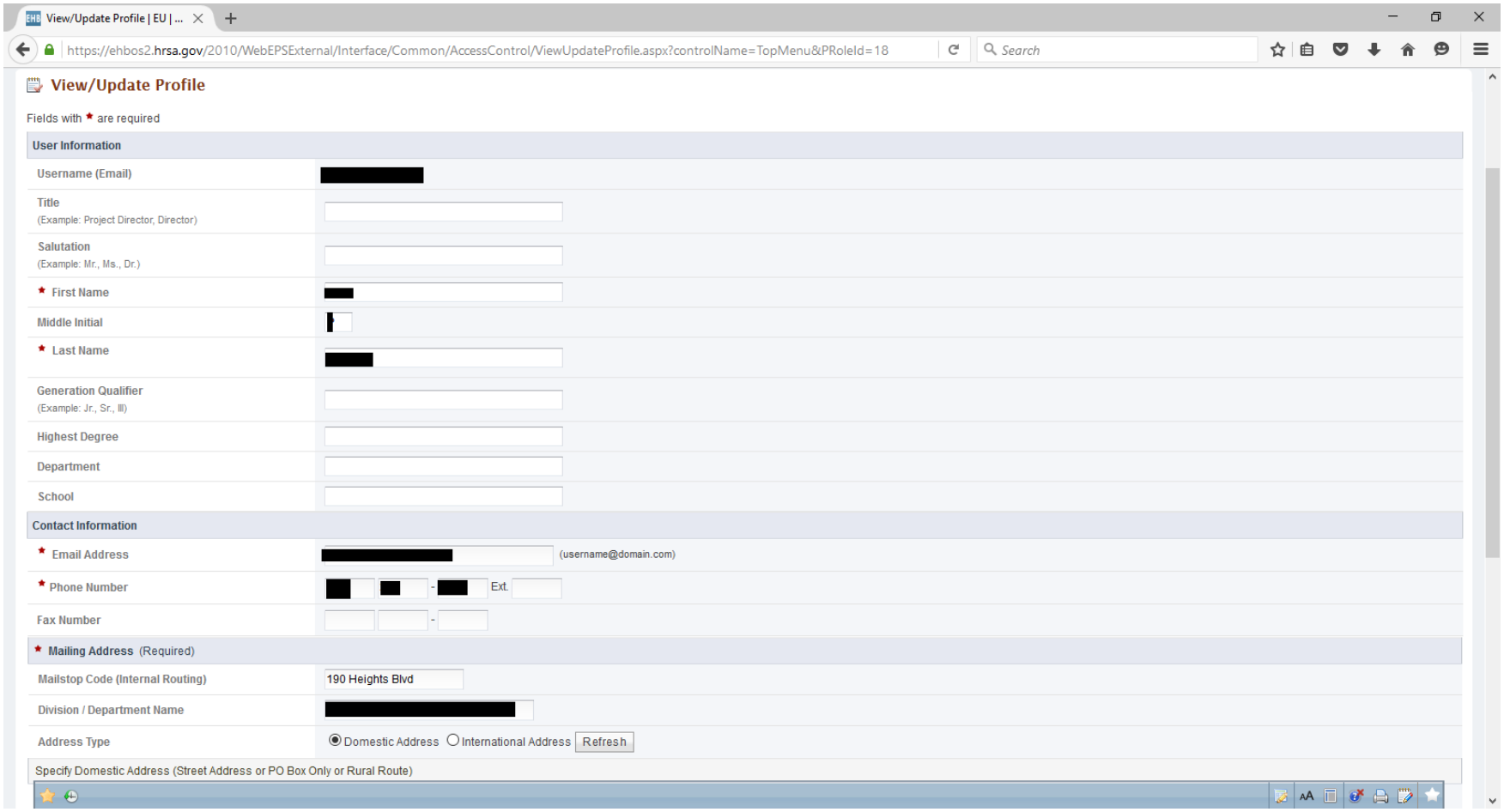

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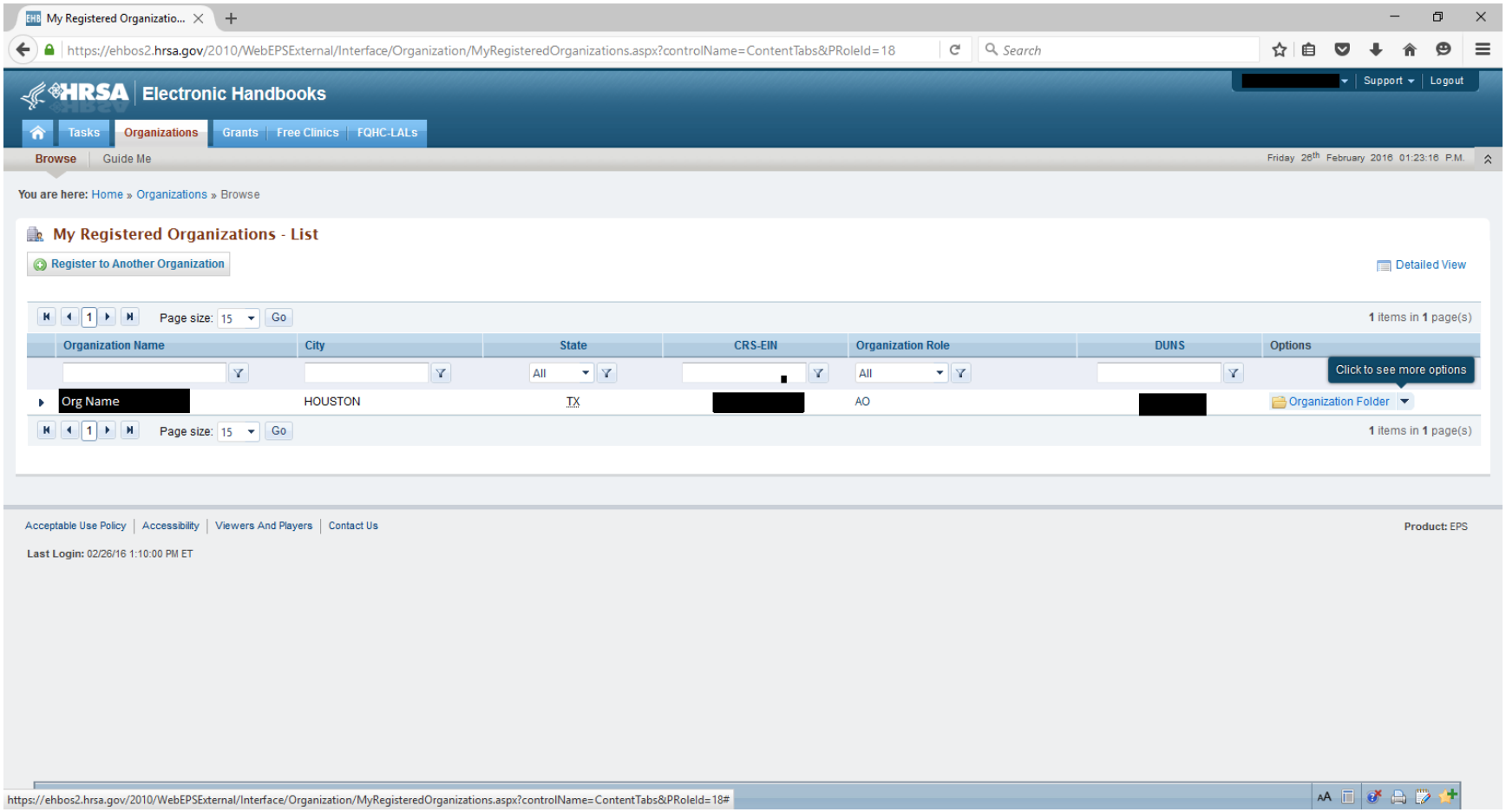

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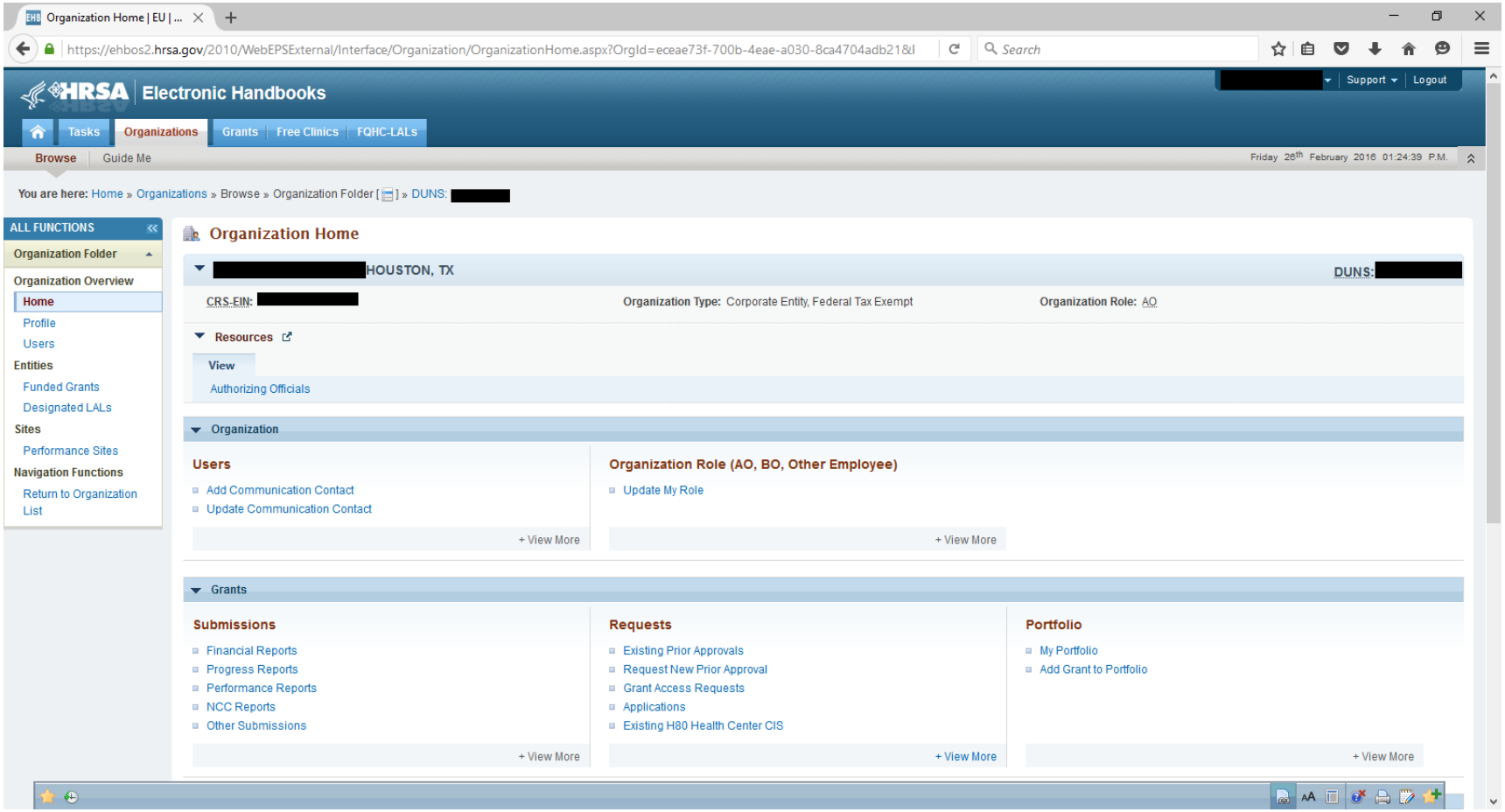

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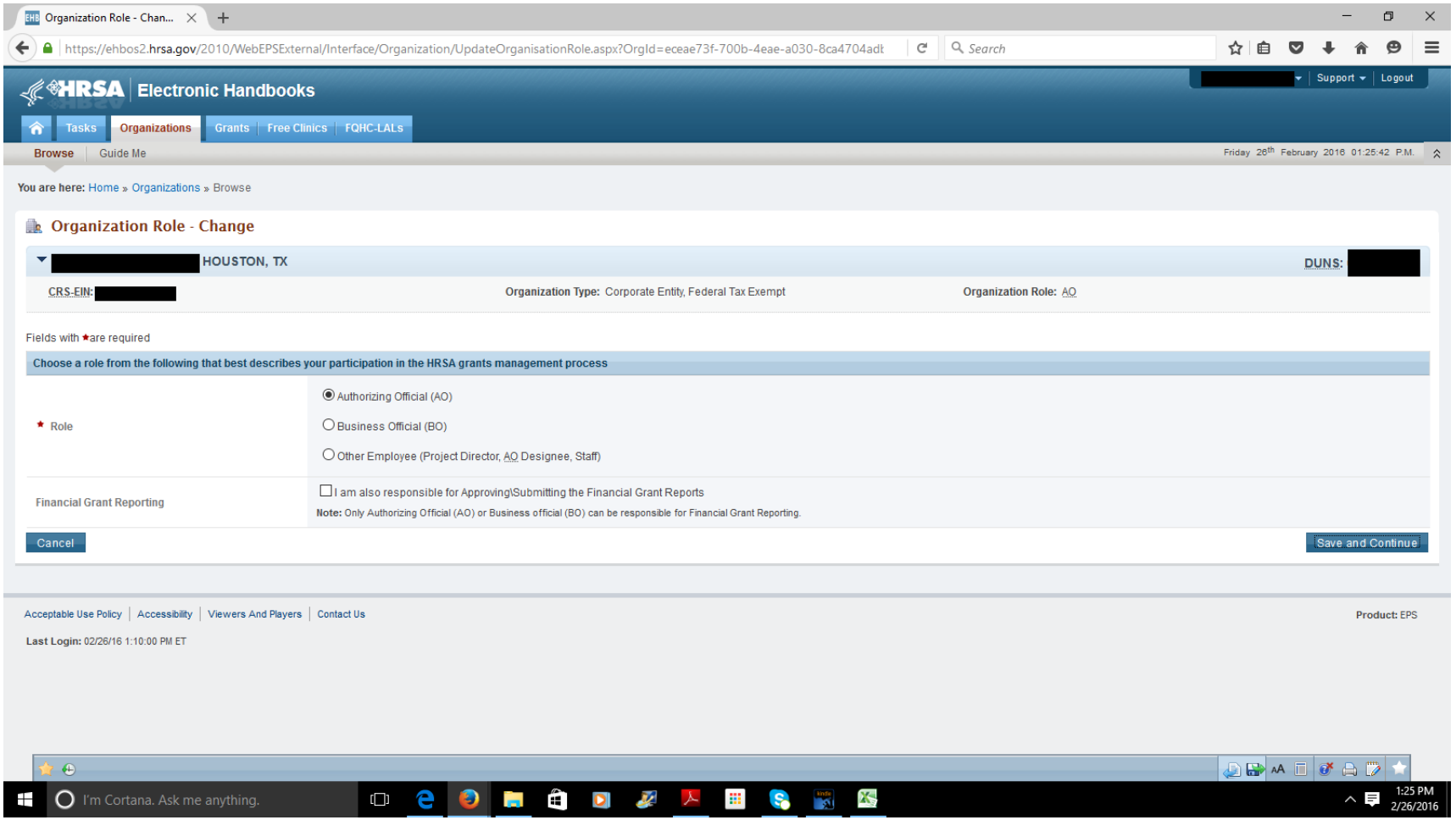
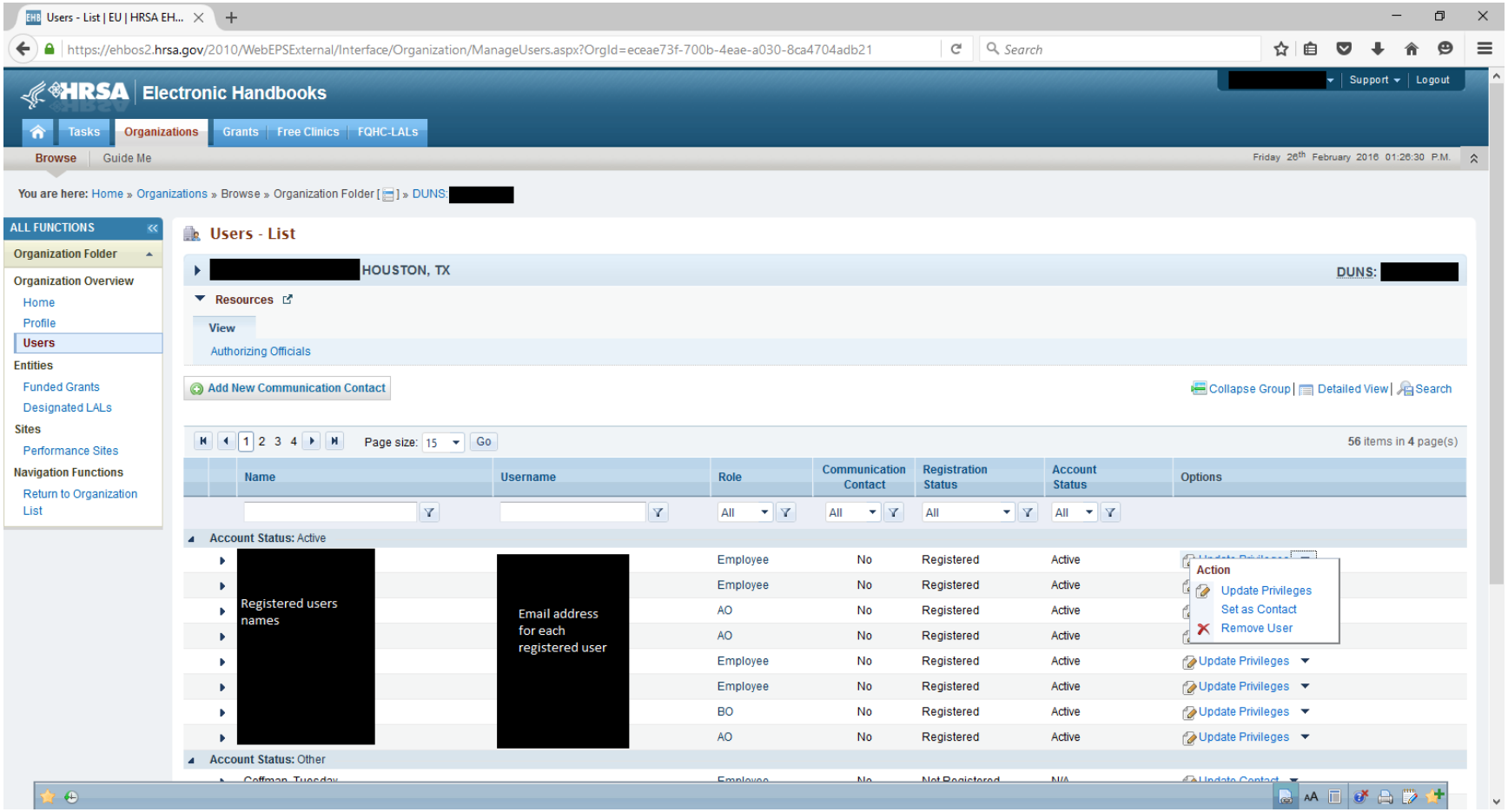


Updating Contact Information



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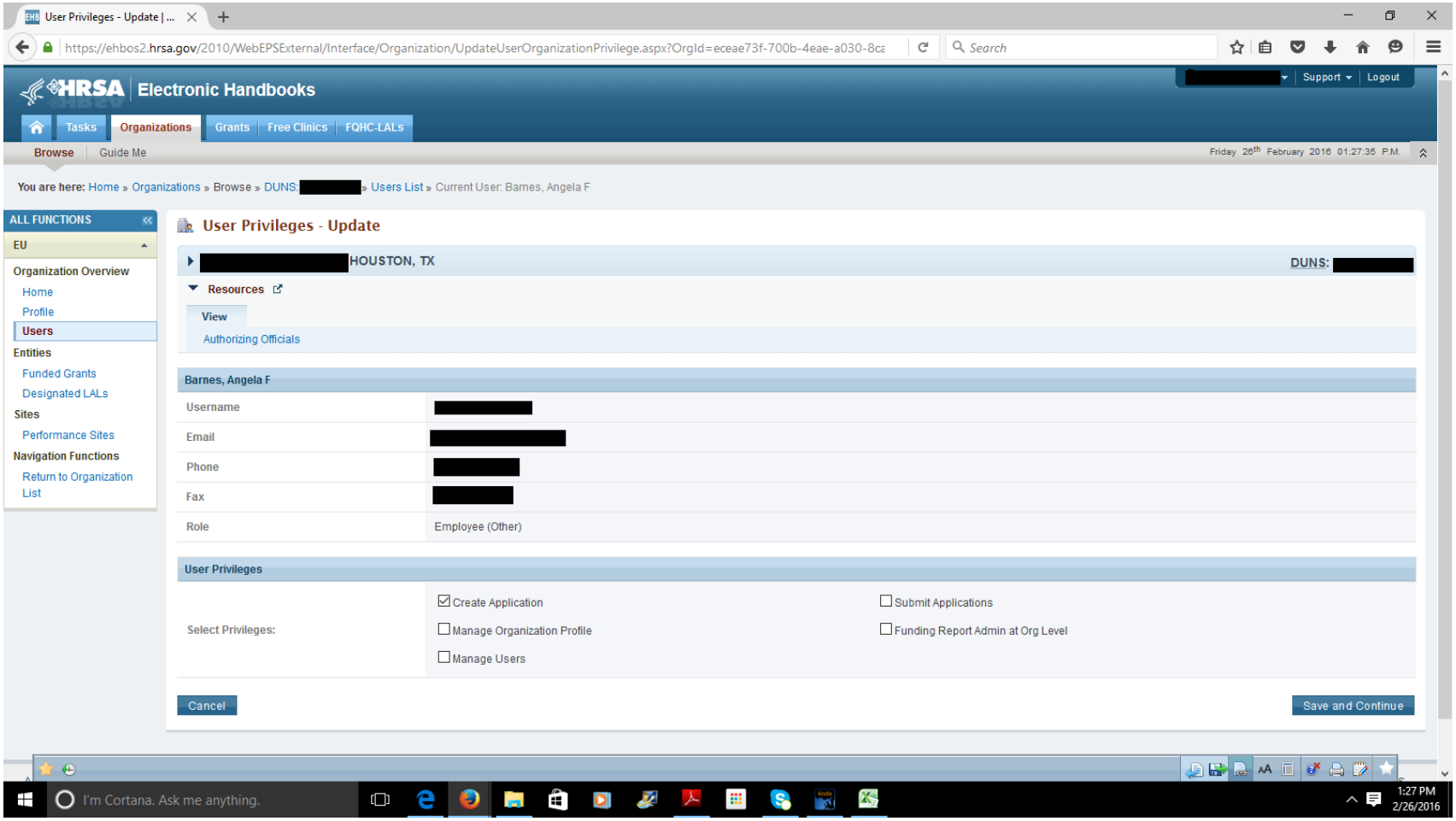

EHBs Help and Information on Managing Your Grant

- EHBs Help and Ticketing System:
  - Select “Support” and then “EHBs Help” from the Homepage; or
  - Submit a help ticket at http://www.hrsa.gov/about/contact/ehbhelp.aspx
- HRSA is on You Tube!
- Additional Resources: tutorials, past conference calls, and useful guides, “Whom To Call” for programmatic or administrative questions, etc. Visit: http://www.hrsa.gov/grants/manage/index.html

Top 5 Audit Findings

- Overview – What are audit findings and why are they important?
- 2015 in Review
- Previous Top 5:
    1. Reporting
    2. Allowable Costs/Cost Principles
    3. Special Tests and Provisions
    4. Program Income
    5. Cash Management

Top 5 Audit Findings

- What to expect in 2016
- Trending in the wrong direction?
  - A year-by-year look
- Upcoming Events
  - TA Calls, Webcast

Question and Answer

- When asking a question, please have your grant number ready!

- If we cannot answer your question immediately, we will take your contact information and get back to you.