



HRSA Grantee Conference Call and Q&A

June 2015

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
- Uniform Guidance
- Non-Competing Continuations (NCC) Progress Reports
- Manage Your Grant
- HRSA Top Audit Findings
- Time and Effort Reporting
- 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.

News/Updates

- 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)

- 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

New Uniform Guidance

- Uniform Guidance: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- HHS/HRSA has implemented the Uniform Guidance at [45 CFR 75](#).
- <http://www.ecfr.gov/cgibin/retrieveECFR?gp=1&SID=63acc1d895c7c7c6cab27a2b6af8fb50&ty=HTML&h=L&r=PART&n=pt45.1.75>
- The administrative requirements and cost principles are effective for new awards and to additional funding on existing awards as of December 26, 2014

New Uniform Guidance

- Review a few of the cost principles and administrative requirements.
- Indirect Cost (Section 45 CFR 75.414)
 - F&A
 - Acceptance of Negotiated Indirect Cost Rates
 - De minimis rate
 - Appendices

New Uniform Guidance

- Procurement System Standards & Requirements (start at Section 45 CFR 75.327)
 - Institutes of Higher Learning, Hospitals, and Nonprofits (A-110)
 - Standards governing organizational conflicts of interest
 - Standards to maintain records regarding internal procurement policy

New Uniform Guidance

- Sub-recipient monitoring
 - Terminology (Section 45 CFR 75.351)
 - Responsibilities and requirements of organizations that make sub-awards (Section 45 CFR 75.352)
 - Prime recipients report sub-recipient information at <http://www.fsrs.gov>

New Uniform Guidance

- Question about implementation of Uniform Guidance at your organization?
- Budget, administrative requirements, reporting – contact the Grants Management Specialist listed on your Notice of Award.
- Project goals, programmatic requirements – contact the Project Officer listed on your Notice of Award.
- Uniformguidance@HRSA.gov

Type 5 Non-Competing Continuation (NCC) Progress Report

- Type 5 NCC award: the Non-Competing Continuation is the grantee funding for the next budget period
 - Also referred as the Progress Report
 - Submitted electronically via EHB
 - Available to grantee 120 days BPSD/Due 90 days BPSD
 - Notification/Message from EHB
 - Progress Report info under Task Tab
 - <http://www.hrsa.gov/grants/manage/reportuserguideforgenericgrants.pdf>
 - <http://www.hrsa.gov/grants/manage/researchgrantsuserguide.pdf>
 - <http://www.hrsa.gov/grants/manage/userguideforh80grants.pdf>

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 Audit Finding #1: Cash Management (Recap)

- Resolving CM findings
 - Provide complete supporting documentation for entire amount of revenue deferred
- Preventing future CM findings
 - Establish Cash disbursement procedures
 - Establish Checks and balances and segregation of duties

Top Audit Finding #2: Program Income

- What is Program Income?
- Program Income Includes:
 - Fees from services performed
 - Use or rental of real or personal property acquired with grant funds;
 - Payments of principal and interest on loans made with grant funds.

Top Audit Finding #3: Allowable Costs / Cost Principles (preview)

- Time and Effort Reporting
 - Activity Reports
 - T & E Certifications
- Documentation
- Impact

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.