

**Health Resources and Services Administration (HRSA)
Office of Financial Assistance Management (OFAM)/Office of Global Health Affairs (OGHA)
Technical Assistance (TA) Call for HRSA Grantees in the U.S. Affiliated Pacific Islands
January 17, 2013**

Summary

HRSA's Office of Federal Assistance Management (OFAM) partnered with the HRSA Office of Global Health Affairs (OGHA) to provide a technical assistance (TA) call to HRSA grantees in the U.S. Affiliated Pacific Island (USAPI). The purpose of the call was to answer questions and discuss the grants management issues that are most relevant to the Pacific region. There were a total of forty-five callers, including the seven speakers. Calls came from grantees in American Samoa, Commonwealth of the Northern Mariana Islands (CNMI), Federated States of Micronesia (FSM), Guam, and Palau. There were many HRSA project officers who dialed in to learn with our grantees, as well as guests from the Centers for Disease Control and Prevention (CDC), and the Substance Abuse and Mental Health Services Administration (SAMHSA).

OFAM discussed the following topics: differences between HRSA Contact Center and PMS Help Desk, roles and responsibilities of Grants Management Specialists versus Project Officers, submitting Federal Financial Reports (FFR) (SF-425) through the Electronic Handbook (EHB), FFR carryover requests, FFR prior approvals, property/equipment forms (SF-428) in EHB, annual certification of organizational data in the System of Award Management website (SAM.gov), help resources, and review of prior approvals in EHB. An active discussion followed. OFAM staff was able to provide direct assistance in real-time during the call, and identified issues for follow-up as well.

Question and comments from grantees included: registering personnel in EHB for a specific grant which was recently awarded; a question regarding indirect costs; what the grantee can see in EHB versus what the project officer can see; discrepancies in what can be seen by grantees and project officers as "submitted" in EHB; and carry over funding. A key barrier identified related to only offering toll free numbers for assistance with Grants.gov; this was attributed to many missed deadlines in submitting grant applications. Within two business days, HRSA/OFAM worked with Grants.gov to add a toll number for 24-hour technical assistance (606-545-5035), and included that toll number on to the template for all new funding opportunity announcements (FOAs). The call concluded with a presentation from Mr. Michael Epp, Executive Director of the Pacific Island Health Officer Association (PIHOA), who provides grant writing and technical assistance for USAPI jurisdictions.

The conference call was recorded, and was available via audio through February 15, 2013. A transcript of this call will be posted to the HRSA website. OGHA will be soliciting feedback and potential topics for discussion for future calls. HRSA considers the call a success and plans to host more in the future.

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