Operator

• Listen-only mode initially
• How/when to ask a question
• HRSA personnel will present information. Then open the call for questions and answers
Agenda

• Welcome
• Reminders
• 2 CFR Revisions
• Grant Expenditure Reminders
• Q&A
Training

We provide multiple training options so you understand how to manage your HRSA grant.

Recent Webcasts and Presentations

October 2019 Conference Call Recordings

- October 2019 Conference Call
  - Toll-Free: 800-839-4838 | No Passcode
  - Download: October 2019 Conference Call Slides (PPT - 2.3 MB)

- October 2019 Pacific Basin Conference Call
  - Download: October 2019 Pacific Basin Conference Call Slides (PPT - 2.3 MB)
Contact Information

• HRSA Contact Center number: (877) 464-4772

• EHBs Help and Ticketing System: [Link](http://www.hrsa.gov/about/contact/ehbhelp.aspx)

• Payment Management Services (PMS): 877-614-5533 or [Link](https://pms.psc.gov/)

• Bureau of Primary Health Care: 1-877-974-2742. or [Link](http://www.hrsa.gov/about/contact/bphc.aspx)
Electronic Handbook Help and Knowledge Base

- Additional Resources: etc.

- The HRSA Grants TA webpage: http://www.hrsa.gov/grants/apply/
SAM.gov and Grants.gov

- Update your SAM.gov and Grants.gov registrations.
- SAM.gov and Grants.gov are free
- Expired registrations will not receive HRSA funding

[Image of SAM.gov and Grants.gov logos]
Become a HRSA Grant Reviewer

HRSA has specific interest in the following areas:

- Health Professions training
- HIV/ AIDS
- Maternal and child health
- Organ transplantation
- Primary care for underserved people
- Rural health
- Register in the HRSA Reviewer Recruitment Module (RRM)

[https://rrm.grantsolutions.gov/](https://rrm.grantsolutions.gov/)

Division of Independent Review
HRSA Healthy Grants Web Series

• The 8-part Adobe series ran June through September.
  ▪ Offered a total of 20 presentations, each focusing on specific grants administration topics.

• Please visit https://www.hrsa.gov/grants/manage-your-grant/training/workshops for a list of all recordings and FAQs.

• Planning for the 2021 Web Series/Workshops is underway.
Highlights

• Financial Reporting for HHS grant recipients consolidated through the Payment Management System (PMS), effective October 1, 2020

• The EHBs will no longer accept FFRs

• Recipients will be notified when FFRs are available in PMS
How to Update Permissions or Request Access

PMS New User Access Request
https://pms.psc.gov/grant-recipients/access-newuser.html

Update PMS Permissions
https://pms.psc.gov/grant-recipients/access-changes.html

It can take up to 3 days to process the User Access Request
Recipient Resources

- FFR transition resources on the HRSA website: https://www.hrsa.gov/grants/manage-your-grant/training
  - Presentation Slides
  - Recording of Past Training
  - FAQs
Questions

PMS Help Desk

PMSFFRSupport@psc.hhs.gov
How are we doing?

• Please take the time at the end of the call to complete the poll for this TA call.
2 CFR Revisions
Division of Grants Policy (DGP)

October, 2020

Ericka Williams
Grant Policy Analyst, Division of Grant Policy
Office of Federal Assistance Management (OFAM)

Vision: Healthy Communities, Healthy People
The Office of Management and Budget (OMB) is revising sections of OMB Guidance for Grants and Agreements. The revisions to 2 CFR support four strategies:

- Strategy 1: Operationalize the Grants Management Standards
- Strategy 2: Establish a Robust Marketplace of Modern Solutions
- Strategy 3: Manage Risk
- Strategy 4: Achieve Program Goals and Objectives
2 CFR Revision-

- The revisions affect the following Parts of Title 2:
  - 25 Universal Identifier and System for Award Management
  - 170 Reporting Sub-award and Executive Compensation Information
  - 183 Never Contract with the Enemy (proposed new Part to Title 2)
  - 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
2 CFR Revision-

• The proposed revisions are:
  ❖ Limited in scope
  ❖ Implementation of statutory requirements
  ❖ Alignment of 2 CFR with other authoritative source requirements
  ❖ Clarifications of existing requirements in particular areas within 2 CFR

• HHS will be revising and updating 45 CFR 75 to match the 2 CFR 200 updates.
Grant Expenditure Reminders

• Maintain supporting documentation for all expenditures

• Ensure all draws from PMS are for expenditures which are:
  ▪ Allowable – Purchase dates must fall within period of performance
    ✓ Unless explicitly authorized for pre-award costs
  ▪ Reasonable – Maintain cost comparisons and bids
  ▪ Allocable – Connection to the grant in general ledger
  ▪ Budgeted – Adherence to the budget

• All salaries and wages must be based on records that accurately reflect the work performed 45 CFR 75.430(I)(1)
Time and Effort Records (Personnel)

• Charges for personnel must be based on **ACTUAL TIME**
• Must be incorporated into **OFFICIAL RECORD**
• Be **DOCUMENTED**
• Supported by **INTERNAL CONTROLS**
• Represent **TOTAL COMPENSATED ACTIVITY**
• **CONSISTENT** for all funding sources
• Must **NOT EXCEED 100%**
# Time and Effort Records - Example

**Personnel Activity Report Example**

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Start Time</th>
<th>Ending Time</th>
<th>Hours Worked</th>
<th>Time Off Hours</th>
<th>Total Hours</th>
<th>ADMIN</th>
<th>RW FOOD</th>
<th>RW TSA</th>
<th>MAI</th>
<th>MCM</th>
<th>EIS</th>
<th>RHCSS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sun</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mon</td>
<td>3/18/19</td>
<td>10 am</td>
<td>6 pm</td>
<td>8</td>
<td>8</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tues</td>
<td>3/19/19</td>
<td>10 am</td>
<td>6 pm</td>
<td>8</td>
<td>8</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wed</td>
<td>3/20/19</td>
<td>10 am</td>
<td>6 pm</td>
<td>8</td>
<td>8</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thurs</td>
<td>3/21/19</td>
<td>10 am</td>
<td>6 pm</td>
<td>8</td>
<td>8</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fri</td>
<td>3/22/19</td>
<td>9 am</td>
<td>5 pm</td>
<td>8</td>
<td></td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sat</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sun</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mon</td>
<td>3/25/19</td>
<td>10 am</td>
<td>6 pm</td>
<td>8</td>
<td>8</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tues</td>
<td>3/26/19</td>
<td>10 am</td>
<td>6 pm</td>
<td>8</td>
<td>8</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wed</td>
<td>3/27/19</td>
<td>10 am</td>
<td>6 pm</td>
<td>8</td>
<td>8</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thurs</td>
<td>3/28/19</td>
<td>10 am</td>
<td>6 pm</td>
<td>8</td>
<td>8</td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fri</td>
<td>3/29/19</td>
<td>9 am</td>
<td>5 pm</td>
<td>8</td>
<td></td>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sat</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTALS</strong></td>
<td></td>
<td></td>
<td></td>
<td>72</td>
<td>8</td>
<td><strong>80</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Identification of grant/funding source**

**Signature of employee and supervisor**

**Total hours agree to paystub**
Connect with HRSA

To learn more about our agency, visit

www.HRSA.gov

Sign up for the HRSA eNews

FOLLOW US:
Questions and Answers

- Please have your grant number ready
- If we cannot answer your question, we will take your contact information and get back to you
Contact Information

Stephanie Sowalsky  
Division of Financial Integrity  
SSowalsky@hrsa.gov  
215-861-4392

Ericka Williams  
Division of Grants Policy  
EWilliams@hrsa.gov  
301-443-4489

Melissa Reyes  
OFAM/ODOM EHB Support  
MReyes2@hrsa.gov  
301-443-5157

Web: https://www.hrsa.gov/about/organization/bureaus/  
Twitter: https://twitter.com/HRSAgov  
Facebook: https://www.facebook.com/HRSAgov/
Topic Ideas

• Do you have a topic you would like to see presented during an upcoming TA call?

• Email your ideas to HRSAPostAwards@hrsa.gov
Connect with HRSA

To learn more about our agency, visit

www.HRSA.gov

Sign up for the HRSA eNews

FOLLOW US:  

Facebook  Twitter  LinkedIn  YouTube