APPENDIX G

STATUS OF GRANTS MANAGEMENT POLICIES AND PRACTICES: FY 2004

The Office of Justice Programs (OJP) Comptroller is the designated P.L. 106-107 policy official for DOJ. During fiscal year 2004, the Department of Justice (DOJ) provided its annual report on compliance with the Federal Financial Assistance Management Improvement Act of 1999, Public Law 106-107 (FFAMIA) outlining the DOJ specific efforts and progress in implementing FFAMIA.

Government-wide Streamlining and Grants.gov Efforts

DOJ actively participates in three interagency FFAMIA work groups: Pre-Award; Post Award; and, Audit Oversight), as well as, several sub-groups and specialty teams. DOJ is represented in both, the Discretionary, and the Mandatory award subgroups under the Pre-Award work group. DOJ participated in developing the standard funding announcements that included core application data elements, which are now in use. The Mandatory award subgroup is currently reviewing the discretionary data elements for application in mandatory (formula and block) grant programs. The Pre-Award work group is also working to develop a standard format for discretionary awards, which will include terms and conditions that would be used across Federal agencies.

DOJ has also devoted staff to other specially formed "Line of Business" teams, for example, the Grants Line of Business Task Force and the Architecture sub group. Recently, the team analyzed alternative approaches to grants management systems, and developed a recommended "common solution" to the grants management line of business.

DOJ is a "medium-size" partner in the Grants.gov initiative and is a member agency in the Grants.gov Executive Steering Committee. OJP posts its competitive discretionary grants on Grants.gov and actively participates in Grants.gov efforts including detailing a staff member to the Grants.gov PMO for 6-months. DOJ representatives attend all Grants.gov Stakeholder and Inter-Agency Electronic Grants Committee (IAEGC) meetings and participate in focus group sessions.

As of October 1, 2003, OJP included language in all solicitations requiring the submission of the Dun and Bradstreet Data Universal Numbering System (DUNS) number in every application for a new or supplemental award. Every solicitation now includes instructions on how to obtain the DUNS number at no cost and provides a toll-free number to OJP's Office of the Comptroller's (OC) Customer Service Center for assistance. In September 2003, a proof of concept was demonstrated to the Grants.gov stakeholders and OJP is currently working on a system to system interface. The OJP anticipates completing work on the interface in FY2005.

DOJ has also participated on the Business Partner Network (BPN) Data Analysis Team comparing data elements from the Central Contractor Registry (CCR) to those of the revised SF 424 application to recommend changes or additions to make the registry useful for Grants.gov.

Internal Efforts: Grant Streamlining and Simplification

OJP's OC deployed its web-based SF-269 system during Fiscal Year 2004. This on-line system allows grantees to submit their Financial Status Reports (FSRs) over the Internet and view detailed information about their specific grant awards. This system improved the accuracy and timeliness of FSRs submitted by grantees, greatly reduced calls to OC's Customer Service Center, and resulted in costs savings associated with the elimination of 1 million pieces of paper and 56 million data entry key strokes per year. This system also sends an e-mail notification to grantees reminding them when their SF-269's are due. (Delinquent submission of these financial reports means grant funding may be withheld.) During this past year, OJP also implemented an automatic payment notification e-mail system to both grantees and contractors when payments have been made. OJP continues to make progress towards the use of ASAP.gov for payments, including developing an accounting system interface with ASAP and participating in the User Acceptance Testing (UAT) of

ASAP.gov. DOJ keeps grant recipients informed of such new developments through OJP's Regional Financial Management Seminars.

Recently OJP's Office of the Chief Information Officer (OCIO) conducted training on the Grants Management System (GMS) for OJP staff and grant recipients which included instruction on applying for Federal funding and reporting all programmatic and financial activities utilizing the on-line system. In addition, OJPs Corporate User Group (CUG) meets bi-weekly to coordinate current initiatives being undertaken to support E-Government.

OCIO has completed the following GMS build-out activities to support the streamlining of the decision and award process:

> Developed and piloted the online peer review module. OJP has realized significant time and cost savings in conducting peer reviews online versus the traditional paper based approach.

> Developed and implemented an online module for the collection of performance and progress reports.

> Developed and implemented online SubGrant Reporting for the Office of Juvenile Justice and Delinquency Prevention and the Office for Victims of Crime formula grant programs.

> Deployed the Award Notification and Acceptance (ANA) module which provides electronic award issuance and eliminates associated mailing activities and postage. All OJP awards contain special conditions explaining grantee responsibilities under the Single Audit Act, including the increased OMB Circular A-133 audit threshold of $500,000 in expenditures of Federal financial assistance funds.

Current initiatives include expanding GMS to provide cradle to grave support for all phases of the grant life cycle, including grant monitoring, grant adjustment notices, and close-out capabilities.