

NWX-HRSA OA

Moderator: Chris Suzich
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9:00 am CT

Coordinator: Welcome and thank you for standing by. At this time, all participants are in a listen only mode. After the presentation we will conduct a question-and-answer session. To ask a question, please press star then 1. You will be prompted to record your first and last name.

Today's conference is being recorded. If there are any objections, please disconnect at this time.

I'd now like to turn the conference over to your host, Chris Suzich.

Chris Suzich: Welcome everybody and thank you for joining the conference call this morning. This is the first set conference call for any questions that you might have particularly related to FFR submissions. That's the financial report also known as the SF 425. Or if you have other EHB questions we will do our best to answer those also. We don't want to necessarily limit things to the FFR but the FFR is our focus today. If we are unable to answer your question, we will take down your contact information and we'll get back to you with an answer one on one hopefully by the end of this week.

When you do ask a question, I ask that you first provide us with your name and grant number. And then go ahead, please and feel free to ask your question. The reason we ask for your name and the grant number is that in the course if we have that immediately, in the course of you then asking your question, we might be able to look that up and provide you with an answer right away. Some of the folks here will be in front of the computer and they will be able to log in and perhaps give you a real time answer. If we can't answer your question right away, again will get back to you.

My name is Chris Suzich and I'm fortunate to have Darren Buckner and Kelly Long here along with Melissa Amin. We have a group of folks that should be able to answer most of the questions that you have. And again, if we can't answer your questions, we will get back to you.

I do want to start off by providing the HRSA Call Center number that is probably a number that you're familiar with if you've had EHB questions in the past because that should continue to be your first stop for inquiries about EHB or your particular grant. The call center is well versed in EHB and if they can't your question, they will contact somebody here in the HRSA grant office or somebody else that can follow-up with your question. The HRSA Call Center number is toll-free, 877-464-4772.

We also want to distinguish that call center from the PMS Call Center. Sometimes we or the call center may not be able to answer your question because it relates to PMS. That's the Payment Management System that you all access to draw down your grant funds I'm going to go ahead and give you that PMS phone number for their call center. That is 877-614-5533.

Now the FRRs generally but not entirely, generally are required on an annual basis and for more than a year they are submitted electronically by you via

EHBs. The PMS financial reports are required on a quarterly basis and they are submitted electronically via the PMS Web site. Similar financial information, not identical of course, and needs to be reported to two different places. Okay? The FFR SF425 annual information comes to HSRA via EHBs and you submit that on the EHBs Web site. PMS quarterly data is submitted on the PMS Web site.

This conference call is really designed to be driven by you, the grantee community so we are available to answer questions that you might have and hopefully provide any explanations that will resolve any situation that you have. It's designed to less for us to present anything to you and more for you to have the opportunity to ask questions and us provide any answers to those questions. So if I could just remind everybody when you ask your question, if you can provide your name and the grant number at the beginning of your question, that would help us. And I'm going to turn it back over to (Dory) so she can provide some instructions on questions and answers.

Coordinator: Thank you. And also (Jennifer McCloskey) has joined the conference.

Chris Suzich: Thank you.

Coordinator: For today's conference call if you would like to ask a question, please press star then 1. You will be prompted to record your first and last name. To withdraw your request press star 2. Once again to ask a question, press star then 1 now. Please stand by for our first question.

Our first question comes from (Barbara Clayborne). Your line is open. (Barbara) please check your mute button. We're not able to hear you.

(Barbara Clayborne): I'm sorry. My first question is about the grant reporting and the grant number is E11HP14851. Last year I had asked that for information that I had previously reported that was incorrect to be corrected and it wasn't corrected after I submitted the report. And now I'm having the same problem this year with that report, with the Demo Ball Rolls and dollar amount for the accumulative years. How can we make that correct? Or correct it?

Woman: (Unintelligible).

Man: No, you can go.

Woman: Go ahead.

Man: That's a - you have a BHPR loan, is that correct?

(Barbara Clayborne): That's correct. HSPL.

Man: A HSPL loan. That's something that has to be handled through the Health Professions group and that's probably with the AOR. What we can do is take that information and share it with the office over this particular program and they can get back in touch with you. What is the name of your institution, Ma'am?

(Barbara Clayborne): Virginia Commonwealth University.

Man: VCU? Can we have your phone number?

(Barbara Clayborne): Yes. Its 804-827-1882.

Man: And this is (Barbara Clayborne)?

(Barbara Clayborne): That's correct.

Man: Okay and the grant number is E11HP11851?

(Barbara Clayborne): Its 11HP14851.

Man: One four. Okay. Someone will get back in touch with you.

(Barbara Clayborne): Thank you.

Man: Okay.

Coordinator: Also (Opara) has joined the conference. Our first question comes from (Dan Tempura).

(Dan Kempker): (Dan Kempker) Nonprofit in Missouri. This is just a general question or questions, not specific to any particular grant. But it deals more with the FFR and EHB. My first question is several years ago, in an effort to make filings more efficient I believe, PMS and HRSA were going to team up and do away with PSC 272 form and FSR and what the standard form 269-A and combine all of that into the FFR. The SF425 form. Is there still a plan to eventually combined the FFR that is submitted to PMS with the FFR that is submitted to HRSA through the HB.

Chris Suzich: I'm sorry. Your name again, sir?

(Dan Kempker): (Dan Kempker).

Chris Suzich: The - thank you for the feedback. That would certainly be the ideal solution. There are some technical issues that we are continuing to work through. Because PMS has somewhat separate requirements than HRSA that PMS report needs to be completed on a quarterly basis for instance. And HRSA has an annual requirement. The 272, it is somewhat confusing because the 272 number has been overtaken by SF425 so the 425, it is really one form but the one portion is filled on PMS, on the PMS Web site on a quarterly basis. The other part of the form is filled for HRSA on an annual basis.

But we recognize that it would be in everybody best interest if that could be combined and that there would be one location for everybody to report on. We're just not there yet

(Dan Kempker): Okay. So, the plan is to be there one of these days?

Chris Suzich: Yes.

(Dan Kempker): Okay. Then the other question regarding the HB is when we receive a new notice of grant award, oftentimes we've gone out into EHB to try to add it to the portfolio. And we are unable to add it to the portfolio or to even pull it down as a new award. And what we have to do is call the EHB help desk and have them do some various steps on their end before it appears to us as award that we can add to our portfolio. Is that a normal step that has to be gone through every time? Or is there something that we may be doing incorrectly, let me try that, to try to find that award online in order to add it to portfolio.

Man: So there are scenarios that claim to this particular issue. One is if you are registered with the same organization as an organization that submitted the grant application and there some duplication just because.

The department within a university would be different on (inaudible) in the system from the University itself and so on. But that is where the call center typically tries to figure out how the application was submitted and how it matches up with what, what you are registered with. The other scenarios are, you know, whether you are a PD, your information matches up, or things like that. So, if you could give me your information, we can call you back and figure exactly out what happened in your specific case. To tell you why this happened.

(Dan Kempker) Sure.

Man: This should not typically happen for, if, for instance where you have just one institution and everything.

(Dan Kempker) Sure, my phone number is 573-636-4222 and I will need to do some looking in the meantime to determine which specific grant or grants that we had issues with.

Man: Perfect, could I also get, I'm, I'm so sorry I be asking you to repeat your name and organization, but could I get that again so I can help you?

(Dan Kempker): My name is (Dan Kempker) and the organization is Missouri Primary Care Organization. Thank you.

Chris Suzich: Sure, thank you.

Coordinator: Our next question comes from (Clarisol O'Neilson), your line is open.

(Clarisol O'Neilson): Hi, good morning, can you hear me?

Man: Yes, thank you.

(Clarisol O'Neilson): Good morning, yes, my grant number is H-89-HA-00005. My question was, is regarding a revise, FFI, it was revised, the over (inaudible) was submitted in the paper form. You know, since then, I guess somebody was inputting all these forms in the system, they had them with the wrong information. And I reported this issue a while ago and it has never been fixed, so whenever you are logging into EHB, it shows us in process, it has been in process for a long time. I was just wondering if somebody could look at it and do the revision?

Woman: They can, what year is showing in progress?

(Clarisol O'Neilson): I was going to go to my desk and print it out. I believe it is years (inaudible) but I am not sure. 2006.

Woman: Okay, we can look it up.

(Clarisol O'Neilson): Yes, it is the only in, shows in progress.

Chris Suzich: Could you spell your first name for us?

(Clarisol O'Neilson): Sure, excuse me?

Chris Suzich: Could you spell your first name for us?

(Clarisol O'Neilson): Sure, C-L-A-R-I-S-O-L

Woman: Yes, could we get a phone number for you?

(Clarisol O'Neilson): Yes, area code 305-375-5473.

Woman: We will have to look that up and get back in touch with you.

(Clarisol O'Neilson): Okay, sounds good, thanks.

Chris Suzich: Thank you.

Coordinator: Our next question comes from (Peter Broderick). Your line is open.

(Peter Broderick): Yes, good morning everyone, can you hear me?

Chris Suzich: Yes, thank you.

(Peter Broderick): Great, our, I, our grant number is Key-91-HP-21-547. We are one of the teaching health center grant recipients with Valley Consortium for Medical Education in Medes, California. And I, I must confess I am relatively new to the EHB and the patient, the payment management system, but I understood that the EHB requires an annual report, and the patient, the payment management system is quarterly.

And in the teaching health center grant, the interesting phenomenon that year 1 the grant ran from July 1, to September 30th, and in order to correspond with federal fiscal year. So the question I have is it sounds as though we will be completing both the EHB year one report as well as the first quarter report in the payment management system at the same time.

And when I go on the EHB to look at our grant, and, and I have been able to figure out how to add that to the portfolio, I, I am not sure I can determine when that is supposed to be done or when to initiate that process, I have gone

in and put in a request for a and approval to draw down funds in June. But I have yet to see that that approval has been processed. So I am not sure if I have done everything to initiate our reporting of our year one, which is really only three months long, probably will not have much data, but I do not want to miss the deadline, you know, in order to continue the funding.

So would you be able to elaborate, I am not sure if there are other THC grant recipients and if this is more specific questions of the THC, I am happy for you to call me up line about this.

Woman: Okay, it sounds like a few different things. First, for drawing your funds, that, you are setting up with the payment management system. But if you have not heard back from payment management, I do suggest that you reach out to them. You call them at their toll free telephone number.

(Peter Broderick): Okay.

Woman: Second would be the financial reporting in the electronic handbooks. And you want to make sure you are set up appropriately to do so. If you are the person responsible for submitting the financial report, you want to register as the Financial Report Administrator. Have you done that?

(Peter Broderick): Well, I, you know, there is a CFO who I believe has that status, but I understood as the P.I. that I needed grant approval for a new or existing user. And when I find that individual in the EHB, I am not able to actual provide them with financial reporting when I, when I try to associate with our grant, it does not appear that I have the ability to delegate to them the financial.

Woman: That is correct and that is set up by design. So that is one responsibility you do not have. So your CFO should go into the electronic handbook and register himself, or herself as the Financial Report Administrator.

(Peter Broderick): Okay.

Woman: Their own privileges. That individual can also provide other privileges if there are other individuals within your organization that are responsible for either creating the report and or submitting it. Then your CFO can, can set those privileges.

(Peter Broderick): Okay, very good. So then, and once the CFO has established their relationship to our grant through the EHB, then information as to you know, when these reports need to be filed will be provided to the CFO?

Woman: Yes.

(Peter Broderick): Okay. And the, the final question, and thank you for answering these, we are getting e-mails and I am anxious about them, but I keep getting reminded monthly, that I need to register contractors, I think. And, I, it makes me anxious that we do not have an contractors, is that just a Performa message that, that we get from HERSA to keep us updated, or is there something that we are specifically not doing that is triggering these monthly reminders?

Man: I think, sir, you are referring to the, their monthly e-mails notices that go out, and this is a good, this is good information for everybody listening in on the call and something that, that will pertain to some folks. But this refers I, I believe to the FFATA reporting program.

(Peter Broderick): Yes.

Man: That is the Federal Funding Accountability and Transparent Act. Is, is that what you were referring to, Sir?

(Peter Broderick): Yes, that is, that is correct.

Man: So this is, this applies only to type one. That is new awards that were issued October 1 of 2010 or after.

(Peter Broderick): Okay.

Man: So only for new awards issued 10/01/2010 or after, and the reporting requirement, if you have an award that meets that time criteria, there will be a term on your NGA, that provides more detail, and I happen to have it here in front of me, and I am just going to read it for everybody's benefit.

As required by FFATA, etc., recipients must report information for each sub-award of \$25 thousand or more in federal funds and executive total comp, compensation as outlined in appendix A etc., if, if your award is, well, if your award was less than \$25 thousand, you should not be receiving the e-mail notification. But if you do not have any sub-recipients, you can ignore that. That was the long answer, I guess to your question.

(Peter Broderick): No, well, I appreciate it. Sub-recipients for instance, and we are in this process now, where we are negotiating with a third party agency, a university to help us study the outcome measurements pertaining to our teaching health center and, and its' graduates. That sounds like it would qualify for an FFATA registration if we transferred to them payment in excess of \$25 thousand, is that annual payment, or quarterly, or monthly, it was not clear how we needed to trigger this FFATA.

Man: Well, whenever you finalize your, what is the word I am looking for, whenever you finalize your agreement with your sub, your recipient.

(Peter Broderick): Yes.

Man: You would want to go to that web-site and report that.

(Peter Broderick): And they would, I think, need to register, because when I went to the FFATA, it looks as though they have to be a registered entity in order for me to identify them in our grant. Is that correct?

Man: I, I am out of my league now, but I thought it would be just for recipients and not sub recipients to report.

Man: Okay, all right. Well thank you you've been helpful. I was just worrying about the repeated emails making me think I hadn't done something but I appreciate it and I think that's the end of my questions for now, thank you.

Chris Suzich: Thank you.

Coordinator: Our next question comes from (Gregory Pentell), your line is open.

(Gregory Pentell): Good morning. I have a general question not specific to any grant. I just, I understand that CCR will be migrating to the system for award management. Do we have a timeline for that migration and is there anything that we need to do to prep for that because of the migration? Anything we need to update or anything like that?

Man: At this particular point in time we don't have any definite. The operating divisions in HHS we don't have any definite on that information but the moment we find out if our (guarantees) are effected we will provide information to you through various means either through emails or messages through the electronic handbook so we ask that everyone stay posted.

(Gregory Pentell): Thank you very much.

Coordinator: Our next call..

Man: If I could just follow up on that (Dory). For everybody that's on the call I had mentioned on yesterdays call-in, neglected to at beginning of this call. But there was a notice that you may have already seen on EHB's regarding CCR not specific to the last callers question.

But I'll go ahead and read two sentences because you should all be aware that CCR and the Grants.gov system will be communicating more efficiently so you want to make sure as (grantees) and as applicants that your CCR registration is up to date. Central Contractor Registry that is CCR must be updated at least every 12 months to remain active and you need to go to CCR.org to see, to update your information and change anything. If there's nothing to change I believe there's a button that just asks you to reconfirm your information.

Beginning August 9th, that's next week Grants.gov will begin rejecting submissions from applicants with expired CCR registrations. Though CCR.gov and if you haven't been keeping your, that's an annual requirement to go to CCR.gov and confirm or update your information. You want to do that because you don't want to be in a situation where you're applying for an HHS or HRSA opportunity and submitting your applications via Grants.gov

and then you are not permitted to do it because your CCR registration is not up to date. Thank you. Go ahead (Dory).

Coordinator: Our next question comes from (Ethel Green). Your line is open.

(Ethel Green): Good morning, I have a question in regards well actually I have two questions. The first is referring to Grant Number HB, I'm sorry HABCS12093-0101 and it's for our IDS Grant and the question is, we submitted our final FFR on 06/24 but we requested a carryover. My question is for the next quarter or for the next I guess the FFR will be due, I guess for the carryover will there be something out on an EHB for us to submit the final, I guess the final FFR for the IDS for the carryover funds?

Woman: Let me verify your, the grant number. You said it was H8B?

(Ethel Green): Yes.

Woman: Okay, which was one of our (RO) grams, has the project period expired?

(Ethel Green): Yes it ended 03/26/11. We submitted the final FFR (06/24) with a carryover. So I guess my question is how do I report that we extended the carryover from it?

Woman: Okay. Well, if you requested a carryover and the project period has ended there's no where to carry it into. So were you looking to request an extension of time?

(Ethel Green): From what I understood and he's not here. Our Executive Director received a phone call from our Project Officer that stated that the carryover was denied and then he called back and said the carryover was approved.

Woman: Okay, all right this sounds like we need to discuss offline. Can I get a contact number for you?

(Ethel Green): Yes ma'am its 870-692-2244. And my second question is, it's pertaining to the HA0CS007270001 and it's our (Health Cluster Grant). Within that grant we also received some IRA for the demand for service.

This is the IDS in the amount of over \$29 thousand. When we report our FFR on this grant that has included some IDS funding is there, are there going to be any special requirements to report those funds on the FFR?

Woman: No there wouldn't. If there were any special requirements it would be listed on your notice of grant award under the reporting requirements.

(Ethel Green): Can we just include it in just like regular funding?

Woman: Right.

(Ethel Green): Okay thank you.

Woman: You're welcome.

Coordinator: Our next question comes from (Kay Cortaid). Your line is open.

(Kay Cortaid): Thank you. I have one general question and two short specific ones. We have two organizations registered on the (EHB) just because of some different ways that the, that different people applied and I was advised by EHB to just leave it as such because the hassle of changing it can be, and I just wondered if you are in agreement with that assessment?

Woman: Well, we'd have to look at a number of things within the two profiles. What's the organization name?

(Kay Cortaid): Des Moines University.

Chris Suzich: I'm sorry did you say ..

(Kay Cortaid): Des Moines University. I mean its fine for right now we only have a few HERSA Grants so we're able to manage it but I just wondered if at some point we're going to get hung up somehow. I mean we're getting our emails and everything but I just...

Woman: We have been successful and consolidating in the past so we can certainly look to see, you know, it's possible to do that here. Can we get a telephone number to call you back because there's a number of questions we'll have to ask of you?

(Kay Cortaid): Okay. That will be great its 515-271-1657.

Man: Is one of the organizations names Des Moines University and there's another that's slightly different?

(Kay Cortaid): Yes, we have a longer name and I, it may have even had to do with caps. Honestly I don't have it in front of me, I'm sorry but it was actually they're very similar and they look alike to me but I think one of them had caps and one of them didn't or something. I honestly don't remember but we can, I'll look at it and when you call I'll be ready for that. I just, that question just occurred to me as we were talking.

Man: And one final question I hope. Do you have different or the same (EIN)'s?

(Kay Cortaid): Yes, same.

Man: The same?

(Kay Cortaid): Yes.

Man: Okay.

(Kay Cortaid): Yes we should, yes that should. That has not been a problem and, you know, honestly I've gotten so used to toggling back and forth now between .orgs that I can do it but sometimes it is a hassle especially if I'm working on something that's intense and has a deadline so that's why I thought I'd ask.

Man: That makes it easier.

(Kay Cortaid): My next question is on Grant Number D1ARH16059 and we submitted our progress report by request from the Program Officer via email this year and she accepted that and I have plenty of email documentation that that was fine. There was no request at this point to submit it via EHB.

Are all progress reports now grandfathered into the EHB system and if so did that just start or, and I know other things have been required and I'm assuming this has kind of a tiered process but we did one in the Spring that was done via email.

Man: Was this your progress report for your continuation or something separate?

Woman: Yes, I think this was a final progress report the judge has said at the end of the grant.

(Kay Cortaid): Well technically except that we also requested a no cost extension so they'll be another final progress report I guess at the end of, you know, the no cost extension period.

Woman: Many of our progress reporting is now electronic but there are still a few out there that have not gotten there yet.

(Kay Cortaid): Okay so we don't have to worry about anything. I just wanted to make sure, because we have plenty of documentation so we should be fine and just go with our Program Officer's instructions, correct?

Woman: Yes.

(Kay Cortaid): Okay and then my last question has to do with U76HP08261. This is an (AHEC) Grant and we just completed our first three years of that grant. We had a no cost extension for one year so we've actually been operating for four years and we just applied for a renewal of that grant.

Now I'm assuming if we get this grant that they'll still utilize our same award number or grant number rather, and if that's the case would we then still be grandfathered out of the (FFATA) requirement or will this be considered a new grant that will be, that will require the (FFATA) requirement? Now I ask because we have multiple subcontracts on this award so it would be quite a lot of work I'm thinking.

Man: And I'm sorry, that (U76) Grant, Kay what was the start date?

(Kay Cortaid): Well, it originally started in 2008 I believe, I don't have the original award with me but it's gone through

(Clarisol O'Neilson): Our, our final date is 08/31/11, it was started 09/01, I believe it was 2008 or 2007, and we, it is ending 08/31/11. So, you know, from my perspective, it they still used the same grant number, I would assume we would be grandfathered in for exemption to the FFATA. But on the other hand, this is a new phase of the grant, so you know, I am not sure if new phases of the grant count as being now required to do the FFATA.

Man: You do not, it does not sound as if you need for that regarding the FFA requirement right now. Maybe on a future award if.

(Clarisol O'Neilson): Yes.

Man: After this one is finished and if you were to receive a new award, then that is something that you would need to be considering.

(Clarisol O'Neilson): So, if, again, that would be listed in the, in the NGA?

Man: That is right. It will, it will be a specific term listed on your, what we would call a new Type One, later this year if you were to receive one.

(Clarisol O'Neilson): Oh, so it would be a new Type One, you think?

Man: It will not be a new Type One, it will still have the same award number if you are doing the continuation, right?

Woman: It depends on how.

Man: So.

Woman: It depends on how the.

Man: The obligation is submitted. So it all depends on how obligation is submitted in the grants process. If it is treated as a continuation where you get a different award, then you will still have the same grant number. If it is treated as a new award all together, then, you know, you would, you will have a different grant number and you will have to work with it. So, it all depends on how your GA comes in and the information is in there, so I would suggest just hold on and wait for B&G.

(Clarisol O'Neilson): Thank you.

Coordinator: Our next question comes from (Laura Clark), your line is open.

(SidneyDean): Hi, this is (SidneyDean), I work with (Laura Clark), at Delta Health Alliance. Our grant number is D-04RH-126-72A0. This grant had and FFR due starting 04/30/2011, and I submitted the FFR, but the carry over was not submitted at the same time, the carry over request was not submitted at the same time, so I created a prior-approval request, to submit the carry over. And my question is did I do that correctly, or should I have done it in different manner?

Woman: It sounds like you did it correctly. If you submitted the prior-approval after your FFR was submitted, that is the right process.

(SidneyDean): Great, I also have a question about program income. If this grant, this is not the grant that we have it on, but if this grant had program income, how would that be submitted? We know where to put it, it is the program income that extends the program amount, but where do the expenses go that were for the

program income? Do they go into the expenses we report on the FFR, or, is that in a separate area?

Woman: It is in a separate area. It is on line 10-n.

(SidneyDean): :Okay, I know where that is, so that is, we do not include the program expenses in the original grant expenses?

Woman: No.

(SidneyDean): Thank you, that, those are my questions.

Chris Suzich: Thank you.

Coordinator: Our next question comes from (John Taylor). Your line is open.

(Linda Cade): Yes, this is (Linda Cade) and, from the Department of Health in Missouri. I have got three different questions. One of them is kind of a general question. On the NGA'S when they are submitted to our department from HRSA, we have one in particular with grant number U68HP114488, that the business official was changed from me to another staff person? And we are trying to identify how that happened, how, the, the business official got changed, is that something we did, or is it something that HRSA did, and how do you guys identify and know who the NGA'S are going to be submitted to? That would be the one question.

Man: So, depending on a award, we fix the information from the obligation that is submitted. If it is, new obligation of the new, or a non competing continuation, the data that has been submitted with the individuals, for business official, we copy it over. The specialist also has the ability to modify

that information, based on outside information they have received through e-mails and so on. So this is a special case that we have to evaluate with the specialist, so, that we get your phone number and follow-up.

(Linda Cade): Okay, phone number is 573-751-6028, and the grant number that I gave you in that particular case, the, the business official was changed in from March to June, a three month time print frame, it went from my name to someone else's name. So the original award we received for this period had my name on it and then there was and revised award that had a different persons name on it.

Man: So, we will have to follow up with a specialist and (inaudible).

(Linda Cade): All right. My, my next question is goes back to the person that was talking about the multiple organizations in the HERSA ESB. We also have multiple organizations out there, we have four different organizations and it would be very nice if we could get those combined into one?

Chris Suzich: I am sorry, is it Linda?

(Linda Cade): Yes.

Chris Suzich: Yes, as it, as we said, it is not always an easy fix, but it is a fix that we can make and it, it will require some conversations and e-mails probably between one on one.

(Linda Cade): Okay, all right, that is fine. If you guys could contact me, that would be wonderful. And the last question that I have deals with the (inaudible) reporting. And it is just a kind of general question. We are doing some (inaudible) reporting right now. We have multiple sub-awards that we report on, and we are having situations between the FSR system and us being able to

get the data in there. The FSR is not always accepting the Dunn's number, when Dunn and Bradstreet tells us that the Dunn's number we are trying to use is correct.

So, my question is are you guys going to be looking into that situation? And, also, is it eventually going to be a requirement that all sub-contractors are in the SSR system, do you guys have any idea on that?

Chris Suzich: We have somebody here, in the, in the grants office, that is, that is a go to person anything related to FFTA, (Linda), so why don't we have her give you a call on that?

(Linda Cade): Okay, that would be wonderful.

Chris Suzich: All right.

Man: What is your last name, again, please?

Linda Cade: Cade, C-a-d-e.

Chris Suzich: You receive those monthly e-mails, Linda?

(Linda Cade): Yes, yes, I receive.

Man: On the FFTA?

(Linda Cade): Yes, we receive monthly e-mails on multiple, different awards, so.

Man: On, on, the, I mean on the FFTA reporting?

(Linda Cade): Yes.

Man: Do you, do you have one of those handy?

(Linda Cade): No, I do not have one particular one ready right now, with me.

Man: Okay, that is alright. We will get, get in touch with you with someone that can help you out.

(Linda Cade): Okay, thank you.

Chris Suzich: Thank you.

Coordinator: Our next question comes from Steve Brown, your line is open.

(Steve Brown): Yes this is a general question about preparations about FFRS. We do a number of, of, of FFRS for a number of community help centers, basically the 330 grant, the IDS and the NAP grant, the, our money. And I talked with people within HERSA and got conflicting answers and have sat in on seminars regarding the preparation of FFRS, and especially the seminar had a scheme for spending the money that basically said that state, local and other monies are spent first, program income up to the amount of budget is spent second, and then, the grant money, the 330 grant money is then spent.

Now that was the seminar and some of the people within HERSA have told me that. And then, some people have said that no, there is no requirement that program money be spent first. What is the correct answer?

Man: Mr. Brown, you have an HAD grant, is that right?

(Steve Brown): Yes.

Chris Suzich: One second please. We have, we have a team of folks that are experts in the HAD grant, so lets, lets get your contact information and we will get back to you on that if that is alright, Mr. Brown.

(Steve Brown): Okay, my number is 912-764-4123.

Chris Suzich: 912-764-4123?

(Steve Brown): That is correct.

Man: And your question is, in regards to the order of spending on the program income, in relation to the 330 as well as the state and local money, correct?

(Steve Brown): That is correct. On the 330 grant and also in the IDS and NAP grants to, the R money.

(

Chris Suzich: Okay, I am sorry. One more second, Mr. (Brown). (Dory), are you there?

Coordinator: Yes.

Chris Suzich: Do we have, do we have (Lisa) as a speaker on the call?

Coordinator: (Lisa), if you are on line, press star then zero, it will open your line.

Man: Okay, thank you, we will be back in touch, Mr. (Brown).

(Steve Brown): Okay, I have another question too, on the, on the, one of the fields on the FFR, PIN D, that is a pre-loaded field, that number is the amount of the grant

award? If the community health center has not drawn that much, shows not to have drawn that much for several reasons. You can't change that when you go to prepare the FFR report. What do you suggest there?

Woman: MD is the amount of federal funds that you are authorized to spend, so that's and it is pre-populated based on the notice of grant award that you received so it doesn't have a bearing on the amount of money that you've drawn.

It doesn't have a bearing on the amount of money that you've drawn. Those expenditures you would report on Lines 10E.

(Steve Brown): Right but if you, if you don't spend all, if you only draw down 90% of the grant and that's all you intend to draw down and that's all you spend its going to calculate unallocated bid funds and that's not the case because we didn't get the money. We didn't draw it down and not going to draw it down.

Woman: Right. You were still authorized. We gave you that amount of money. So what will happen is...

(Steve Brown): No you didn't give me that amount of money. We didn't draw it down. We didn't draw it down all.

Woman: That's how much you were approved.

(Steve Brown): Right. Right. But in the calculation on the form, it results in unobligated funds and we didn't draw down the funds so we don't have any unobligated funds.

Woman: True. So the process is those unobligated funds will be de-obligated through a revised notice of grant award.

(Steve Brown): Okay.

Woman: Through a close out process.

(Steve Brown): Okay.

Woman: Who do you - okay.

(Lisa): Back on the question about the program income. This is (Lisa) speaking. Yes. The HAa and the HAb, there is no program income requirement on those two grants but on the H80 there is a program income requirement. And on the program income, the program income must be used for before H80 grant money

(Steve Brown): Okay. All right. And state and local money, grant money and other types of money before that, right?

(Lisa): I think so. I did take down your number, Mr. (Brown). I will confirm it and call you back on that.

(Steve Brown): Okay. All right. Thank you.

(Lisa): You're welcome.

Woman: Thanks (Lisa).

(Lisa): Yes.

Coordinator: Our next question comes from (Kathy Cardilo). Your line is open.

(Kathy Cardilo): Hi. My grant - I have several grant numbers. I'm going to give you one, if that's okay. Its C768F15694 and the same issue regarding our electronic handbook that I think they had a question or two previously had. We have combined them. I just - some of them I don't have authorization to because the person who left or the person who did that left and I'm trying to work through that. I was just wondering if someone could follow-up with me in order to clean up my handbook and make sure that all of the appropriate individuals have access to that.

Woman: Yes, we sure can. What's your number?

(Kathy Cardilo): Area code 610-567-5319. Would you like me to repeat that?

Woman: No, I got it.

(Kathy Cardilo): Thank you.

Woman: Thank you.

Coordinator: Our next question is from (Caroline Goldie). Your line is open.

(Pauline Liscomb): Yes. This is (Pauline Liscomb) from Lincoln Memorial University. My grant numbers are C098HP07977 and Z09HP14817. And it's a question about the progress report. We are having a problem Table DN1, the blended dual degree program question.

On both reports we do not have a blended dual degree program and when we go in to check, no we can't progress. It won't save that. It won't let us go on to the next question. We've tried to put yes. we've tried to put no and I think

maybe its just a glitch with that particular table. And we were just going to let somebody know that we were having a problem with it.

Man: Ma'am?

(Pauline Liscomb): Yes.

Man: This problem should be reported to the Call Center because they can work with the specific development team to see if there is any kind of glitches.

(Pauline Liscomb): Okay. So just call the Call Center?

Man: Right.

(Pauline Liscomb): Okay. Thank you.

Man: Okay. Thanks.

Coordinator: Our next question comes from (LeeAnne Edwards). Your line is open.

(LeeAnne Edwards): Yes. Hi. My grant number is D198HP09262. I have a nursing report diversity grant. And have a question about two sections of the performance report. One is on the GEN-1, special topics. If there all are none that really fit ours, we can - it is correct that we can check other and type in what our topics are? Is that correct? Or do I need to pick some of those forced entries

Man: Ma'am, this is a question you should be contacting the program contact about on your...

(LeeAnne Edwards): Okay.

Man: ...board. They should be able to answer that.

(LeeAnne Edwards): Okay. Well then my next question, I will probably need to do the same thing. So thank you.

Chris Suzich: That individual should be listed on your NGA on...

(LeeAnne Edwards): Okay. Yes. Thank you.

Coordinator: Our next question comes from (Amoco Purro), your line is open.

(Amoco Purro): Yes, my question is if, you know, regarding one of our party grant. The grant number is H12HA23022. This is regarding a prior approval request for a project (Unintelligible) change. The opinion project did, she designed in February 2011. On March 22, 2011, we submitted a prior approval request for change in project director. And we got our noncompete continuation, new NGA, effective August 1st but still it says the NGA is still, you know, it has listed the prior project director's name. so how this is going to be taken care of?

I did email to grant management specialist also but they did no response.

Woman: Well have to look into that prior approval request. Can we get a telephone number to call you back?

(Amoco Purro): Yes. I'll give you my cell phone number which is 240-494-6267.

Woman: Okay. We'll be back in touch.

(Amoco Purro): All right. Thank you.

Coordinator: Our first question comes from (Chantel Broso). Your line is open.

(Chantel Broso): Hi. I'm calling because I don't have a grant number yet. I have submitted a grant through HRSA.gov for HRSA predoctoral training in primary care on the deadline of July 11th. And I've been trying to access the EHB to see if the grant is being processed or has been assigned a tracking number with HRSA but have not found that yet and I've not received anything either by email that it was assigned by HRSA. So I was getting concerned because its been almost three weeks since its been submitted.

Woman: You won't receive - you won't be able to see anything in the electronic hand books until the notice of grant award goes out. we don't have the schedule here to know when those awards are being issued.

Woman: It will be in September.

Woman: Okay.

(Chantel Broso): So you don't have - there is no way then to track to make sure that HRSA has received it. If it's been received by grants.gov. That's enough?

Man: Exactly so grants.gov. The email that you received from grants.gov?

(Chantel Broso): Correct. Yes.

Man: The information of the tracking number has been assigned by the Federal agency.

(Chantel Broso): Right.

Man: That the information stating that we have received and we are processing.

(Chantel Broso): So that's good enough for HRSA?

Woman: If grants.gov has received it, it won't show up in the HRSA EHBs until the funds have been assigned. Hopefully they will be.

(Chantel Broso): Okay. Thank you.

Woman: Thank you very much.

Coordinator: Our next question comes from (Eugene Himms). Your line is open.

(Eugene Himms): Yes. Hello. I'm a new CEO with the Carson Family Medical and Dental Center in Rockford, North Carolina but I'm going to let our CFO Janet Walker, ask the question concerning some submissions.

Janet Walker: Good morning. We have under our grant H80CF00483, under our other submission portal we have some old submissions that are late that are still showing up. Can you tell me how we can get those off of our grant?

Woman: We'd have to look into your grant file specifically.

Janet Walker: Okay.

Woman: Can we get a telephone number?

Janet Walker: 336-599-2900.

Woman: 29 zero, zero.

Janet Walker: That is correct.

Woman: Okay. And your name?

Janet Walker: Janet Walker.

Woman: Okay. We can look into that and get back in touch.

Janet Walker: Thank you.

Coordinator: Our next question comes from (Anthony Perfetii). Your line is open.

(Anthony Perfetii): Good morning. My question is a lot more basic than everybody else's so I've never completed an FFR and I guess my question, I mean I've got a whole bunch of print outs with instructions and screen shots and all that good stuff. Is there a person, and I don't want to waste everybody's time. Is there a person that I can go as I start to fill this out? I have no idea if its, you know, its going to take me an hour or a month to complete. So those are the kind of basic questions. And I'm listening to everybody else's questions and obviously everybody has a lot more intelligence than I do. so I'm going back to the basics.

So if you could just give me a little insight as to what I might be expecting when I start to do this.

Man: So sir, have you registered within EHB and added the grant within your portfolio.

(Anthony Perfetii): Yes. It's all there. Our grant lead, our period ended June 30th, the grant period. I have until September 30th to file the FFR or June 30th coincides with our fiscal year end too, so there is a lot going on and I'm just trying to figure out what I'm up against.

Man: Okay. So there are kinds of portals that you could come across. One is system related where you're figure out...

Man: how to enter data, how to market as complete and so on. And the call center can help you walk through the different screens. If they are policy related questions in terms of what numbers should be put in whether I'm putting the right numbers and so on and (Ben) the grant specialists (unintelligible) answered those. the system has been built so that the data, a lot of the data is pre-populated where you don't have - so you have fewer elements to put in.

It's hard to gauge exactly how much time it will take because it depends on your particular grant and how the funds are used. But there is the support room call center and you can always get in touch with specialist to get policy related.

(Anthony Perfetii): Yes I think one of my issues was you know I've called the call center, and they've been very helpful but sometimes they me well that's a systems problem call this number or this is an accounting issue that's another number, you know. So I'm never sure which number to start with. So I should call the start with call center and work my way which ever direction they give me?

Man: That's the best start.

(Anthony Perfetii): Okay. That's fine I appreciate it. I'm sorry to waste people's time.

Man: (Unintelligible).

Coordinator: Our next question comes from (Betty Davis). Your line is open.

(Betty Davis): Hello, I have a question regarding the disconnect of PMS in the EHB. Specifically I can give you an example, we have a grant award H89HA0047 which ended in February. Our grant award, the notice of grant award stated that our final report was due 90 days from the end of the grant which would have been the end of May. We received an e-mail in February from the EHB reminding us of this deadline and we met that May deadline. The next day our report was rejected.

And when we called the fund that want was rejected we were told it was because our quarterly report had not been completed in PMS. So just a little frustrating that this is just still, the disconnect is still there, and we, we're (venting) our deadlines. There's documentation that says that one report is due at a certain date but then when we meet that then it's you know we go through the work and then that report gets rejected. I'm just wondering when all that's going to be kind of ironed out?

Woman: Well good news Ms. (Davis), beginning this year with the awards of this year, financial reporting is now on the PMS quarters.

(Betty Davis): Excellent.

Woman: You're not going to see that going forward.

(Betty Davis): Excellent. So the financial reporting will be all on...

Woman: On the quarters, the same quarters as payment management maybe doing them at the same time.

(Betty Davis): Excellent. And will the notice of grant award say that?

Woman: Yes, it will.

(Betty Davis): Excellent. And then I have one other comment. We also have two organizations in EHB that if someone could contact us so that we could get that corrected and down to one organization we would appreciate that.

Man: And this is on the H89 grant?

(Betty Davis): Well actually we actually have five grants listed. Two are under one organization and three are under the other. And we have this same EIN, the same DUNS number, it's just, it's just how it was set up.

Woman: Can we have your contact information?

(Betty Davis): Sure, 817-884-3570.

Man: Thank you Miss Davis.

(Betty Davis): Thank you.

Coordinator: Your next question comes from (Daryl Young). Your line is open.

(Daryl Young): Hey, quick question for you. My grant number is H12HA23001FO, or F0 I believe, I'm sorry I gave you the wrong one. I'm sorry I have two grants. The other grant is H76HA00569C0. And that's our (Prod) C grant. Just looking at

it, it has the authorized dollar amount and when I came in on this grant, I came in mid way and when I take the prior cumulative distributed amount and subtract it from the authorized there's a discrepancy in terms of what's available.

So I just need to go back and verify that when that amount was plugged in times past that is correct.

Woman: Okay, so do you think there's a discrepancy in the authorized amount or what was previously reported in the outlet?

(Daryl Young): Yes, it's possibly even both. So, I can go back and look at all the prior draw downs but I first have to discover when this grant began and so forth.

Woman: Right, okay. So that's what I would suggest is to go ahead back to your documentation and then have you reached out to your grants management specialist?

(Daryl Young): That would be who?

Woman: The (unintelligible)...

(Daryl Young): That'd be the grant officer?

Woman: ...the notice of grant award, typically on Page 2.

(Daryl Young): Okay. Well that has changed over the years on a regular basis though.

Woman: (Unintelligible) grantee.

(Daryl Young): Say that again.

(Lisa): This is (Lisa) speaking. Are you a Tennessee grantee?

(Daryl Young): Yes.

(Lisa): Your contact is (Will Davis).

(Daryl Young): Okay.

(Lisa): And his number is 301-443-8217.

(Daryl Young): 8217.

(Lisa): And just know if you're looking at your latest (unintelligible) since you're a July awardee you did only receive 75% of the award. We're getting ready to work on issuing the remaining amount.

(Daryl Young): Okay.

Darren Buckner: Hi (Bill), we've given out - (Lisa)'s given out (Will)'s grant (Will)'s grant management specialist for Tennessee grantees we don't want an influx of grantees to call (Will) who are in Tennessee. (Will) is assigned Tennessee for the HIV Aids related grants in Part C and D I think.

(Lisa): Only, yes. Correct.

(Daryl Young): That's 301-443-8217?

(Lisa): Correct.

(Daryl Young): All right, thanks.

(Lisa): Thank you Darren.

Darren Buckner: No problem.

Coordinator: Our next question comes (Sandra Kenyon). Your line is open.

(Sandra Kenyon): Yes, I have two questions. I believe somebody else asked this also. Apparently the University of Minnesota is listed under two different programs, would you call it, so that we have to go in for some people under one of the numbers and then others under the other. Is there a way to make them the same or is there a reason for that? For the organization?

Man: Again, we'll take your information. The reason basically is based on how people filled out the application. We can take your information and contact you offline on an individual basis to see just what can be done in terms of merging I guess that's the word we're looking for, merging the organizations. Okay, can we have your number?

(Sandra Kenyon): It's 612-624-7694.

Man: And just as a point of information in once we resolve the issue if you as approving officials before the applications come through could assist us in terms of making sure that those individuals that are applying are using a particular format or the correct name on each application.

(Sandra Kenyon): All right.

Man: Once we resolve the issue.

(Sandra Kenyon): I'll make sure the sponsored projects office is doing that. my second question is regarding the nurse/faculty loan program, the particular award number but I believe this might apply to some others also, our award number is 2E01HP12938-03-00. These are submitted as new proposals each year and for the 2011-2012 year the PI that submitted the proposal was Dr. (Mary Chesney) and the award came back awarded to Dr. (Sandra Edwardson). And we were told that we have to go in the handbook to get this corrected.

I don't understand why this just can't be a revised award with the correct principal investigator.

Woman: It would be a revised award with a correct PI but that has to be done through a prior approval request.

(Sandra Kenyon): Even though the mistake was on HRSA's end?

Woman: Yes, it sounds like if you're in support year three. It sounds like it was either a competing continuation or an...

(Sandra Kenyon): No, these are new each year. These are awarded - you have to say it's new each year.

Woman: Yes, well if you're in support year three they've continued your same grant number so that's why the old PD is still reflected.

(Sandra Kenyon): Even though we have to submit as new each year?

Woman: Yes, you - after 1Q938 you said it was -03?

(Sandra Kenyon): Right. So that's probably an error then too?

Woman: That indicates you're in your third year of that grant.

(Sandra Kenyon): Well we've had three years but they're treated as a new project each year.

Man: Yes, they're treated as a new project but the data from the previous project is transferred over so it'd be request to submit prior approval at the audit in the system that this was the time when you requested that this, this is project director. It just maintains more audit for when HRSA gets audited in terms of how the project officer was changed on the (unintelligible).

(Sandra Kenyon): So even though the proposal had the correct person on it we have to change it?

Woman: Yes.

Man: Okay. It seems like the proposal, even though the proposal had the same thing since it was not on the NGA we need a trigger to change that information and prior approval should not take you a lot of time. It is just a one simple page where you just have to put the project director information and nothing else.

(Sandra Kenyon): Well we were told we have to write, have a person other than the two principal investigators involved write a letter. And put it into the system.

Man: Okay.

(Sandra Kenyon): Are you saying we do not need to do that?

Man: That is something I need to figure out with the specialist. So, if there, can we call you back at 612-624-7694, to figure if there is additional requirement for this (inaudible).

(Sandra Kenyon): Yes, and I was told this was happening to several other institutions also.

Man: Okay, so we will get back to you ma'am.

(Sandra Kenyon): Okay

Man: Regarding the first issue, I just wanted to add one more point. While we are trying to consolidate your information and getting the information why this process happened. With the same user name, you can register with both the organizations. So you do not have to maintain two different user names. On your handbook, when you log in, on the bottom left, there is a link to that says, "my organizations". If you go into my organization, you can register with the other organization that way you can have both of them, accessible with the same user name password.

(Sandra Kenyon): Well, that is what I, I am in the research office and I have been having, been having to go, switch between the two when I am working on different awards.

Man: Right, so, in this case, (inaudible) using two user passwords, but yes, you would have to toggle between the two, and for that we will get back to you in terms of getting the right information to see that we could consolidate. And then proceed with that.

(Sandra Kenyon): Okay, thank you.

Man (Jennifer), you worked RTB, on some of those, not to put you on the spot. Do you have anything to add there?

(Jennifer): I have been working with (Lisa) on those requests, I know that many of them need the letter and documentation need to be submitted with the request. I am looking at the submissions right now and I do see it, I do see all the awards were done as competing continuations. So the same information has just has been populated into each one.

Man: So that EO1 is not, is not RTB? Thank you.

Man: We will get back to you.

Chris Suzich: Ms. Kenyon we will get back to you, both the merge issue as well as the prior-approval issue, we have them documented.

Coordinator: Our next questions comes from (Danita Martinez), your line is open.

(Danita Martinez): Hi, good morning everyone through a stormy day in Puerto Rico. I have a couple of questions, they are very general questions because I am new to this assembly, and I have, you could all bear with me a little bit.

Man: Could we get your grant number, please?

(Danita Martinez): I do not have a grant number because they are general questions right now. And I just want to have a, a couple of general, answers and I will go very fast through them. I do want to know, because, it seems we repeat them the further we go, Department of Health grants from the (inaudible) branches of the HHS. I want to know if your FFRS, could be final once submitted, or we could submit approving in our, final, our FFRS?

Woman: Your, your report is annual up until the last year of the project period of the document number.

(Danita Martinez): Exactly.

Woman: The final year of the document it should be a final report.

(Danita Martinez): So, it needs to be final? Okay, perfect, yes.

Woman: At the final year of your document.

(Danita Martinez): Because I, I am asking you this question because right now for the CDC, we get to meet up with preliminary and then they give you, I think it is amount of 12, 12 months to make the final report. That is what I am asking. And then, I have another question which is, the progress is in question. Do they need to be submitted a final version, or we could submit a preliminary one. To get your feed back and then submit a final report.

Woman: Which report?

(Danita Martinez): The progress report.

Man: The progress reports, Ms. Martinez?

(Danita Martinez): Yes.

Man: It would depend, specifically, for your grant, so the right person to talk to would be the project officer that is.

(Danita Martinez): Okay.

Man: On the NGA.

(Danita Martinez): Okay, perfect, thank you. Okay, and I, I have , my last, I have two questions, very important. First and foremost, I would like to know if you have like, separate TA, or training that you will give in regards to ESB, PMS, the use, the proper use of , of, for earned income, on, and, the use of indirect funds the different programs, that you could give to grantees.

Man: In terms of TA for PMS, in terms of your draw down and your reporting, you will probably have to contact the Division of Payment Management, and.

(Danita Martinez): Okay.

Man: They may have some tools for grantees. In terms of various technical assistance in terms of grants management, and various types of grant programs, it would depend on the program that you, you particularly speaking. There are various technical assistance initiatives going on in and about, in and around HRSA and as they are developed we do share with grantees if there's something specific that you need or are in need of you can just contact our office we can see just best how to provide assistance to you.

(Danita Martinez): Okay thank you and the last question that I have is, if we have any spent amount in any of the programs would the agency will be recapturing that amount or can we apply for carry over's with prior approval or resubmit the carry over's through the (FSR), the (FFR)s?

Woman: It depends on the parameters of the program and your project period.

(Danita Martinez): Yes.

Woman: If you have continuing years left on the grant you may request carry over by submitting a prior approval request.

(Danita Martinez): Okay.

Woman: The system will walk you through the necessary documentation that you need to submit that request.

(Danita Martinez): Okay.

Woman: If for any reason that's not approved or you don't have additional years of support and continue to have an unobligated balance that will be de-obligated at the time that we close the grant.

(Danita Martinez): Okay. Perfect, thank you.

Coordinator: Our next questions from (Feilda Otidola). Your line is open.

(Feilda Otidola): Yes, I have a question, the gentleman earlier brought the issue up regarding adding grants to the buckets in the electronic handbook. And I'm not quite sure I understood the response he was given because we've experienced something very similar. When I go in - I'm sorry I should have said this isn't about any particular grant, it's just general. When I go into the electronic handbook and look at the projects in my bucket, we realize that we have to go in and add in some projects especially the ones that are current.

We were operating under the assumption that this was automatically for us. and it doesn't appear to be automatic and I just want to get clarity, is this

something that we have to do each time we get a new award or is this something that we should expect would happen automatically since we're already set up in terms of organization in terms of access and privileges and so forth?

Man: So ma'am, are you registered as an (FFR) to this organization or in the portfolio or are you as a project director or other stuff?

(Feilda Otidola): I am an authorized - what is - an AOR?

Man: Okay so the mechanism that is available in the system is that when you register as an FFR and we don't have a role for AOR, we have functional role in context to a grant which can be either you are doing financial reporting or you're doing all the other reporting which is a PI. If you're registered a person who will do the financial reporting then when you come into they system and if there is a new grant that has been issued, or award that has been issued, we show you on the top that there might be few more grants.

But you still have to go manually and go through the few steps to register with all of them. So the reason why we don't do anything automatic is because - but then an organization within the business office many people might be working with many other grants, many of the awards. And so it's really hard for the system to figure out who to assign the given grant or given award to.

(Feilda Otidola): Okay I apologize. Let me be more specific with my question. I am an (AOR) but with financial reporting privileges. Does that make any difference?

Man: No, because you have to be the primary financial person, the person who's doing the financial reporting for them it shows up automatically.

Fielda: Okay but for me I have to go in and add them to my bucket? Okay.

Man: Exactly.

(Feilda Otidola): Thank you.

Coordinator: Your next question comes from (Debbie Wilson). Your line is open.

(Debbie Wilson): Yes, hi, sorry I joined late so if I'm not following procedures just let me know. My grant number is H25MC0338304. This was what we refer to as our fiscal year 2009 grant report, the 425. We submitted it and used up all the awarded funds and then following that we submitted our fiscal year 2009, 2010 report, the next year's report, and following that submission we then found an error in our fiscal year 2009 submission. And we needed to decrease what we had reported as expenditures.

The problem is the system is not taking a negative expense, in other words a reduction in the total funds used, in the column called this period under the system. We've called the call center, they referred us to the grant specialist. We've talked with them. We didn't hear back from her for quite a long time. It was brought to our attention that there were health issues and she wasn't in the office a lot. So then we started talking to another grant specialist. We still didn't get any guidance as to how to get this submitted.

And then we also were on the previous conference call and never got a call back.

Woman: Oh, okay. Well first of all on your current submission, so the one that you submitted for FY 2010...

(Debbie Wilson): Yes.

Woman: ...you can go into that report and revise it. All right what you want to do is revise the previously reported column. That's going to be, because that's going to be the FY 2009 money.

(Debbie Wilson): Even though it started a new - our fiscal year started a new (PMS) account.

Woman: Okay, no, than I take that back. You have to go back to the 2009, so the 2009 was the end of your...

(Debbie Wilson): Of the grant period, yes.

Woman: Okay then you want to go back to that one and revise it. And what you'll do is adjust the cumulative amount by reducing that by how much you had incorrectly reported prior.

Woman: What the system does is calculate the takes you're previously reporting and (deducts) that from the cumulative amount to record this period. So you'll see a change in this period by reducing the cumulative amount.

(Debbie Wilson): Okay. So, try changing it - that's what we've been trying to put it into the this period column I think and its not taking it.

Woman: Yes.

(Debbie Wilson): So change the cumulative column?

Woman: Correct.

(Debbie Wilson): All right we'll try that. And can I get the name of the person I'm talking to?

Kelly Long: This is Kelly Long.

(Debbie Wilson): Kelly Long.

Kelly Long: Yes, and (Debbie) if you want to give me your number I can call you to make sure you successfully did that.

(Debbie Wilson): Okay, yes, please, area code 512-424-6662.

Kelly Long: Okay.

(Debbie Wilson): Thank you Kelly.

Kelly Long: You're welcome.

Coordinator: Your next question comes from (Valerie Collis). Your line is open.

(Valerie Collis): Hi, thank you. I also have a general question because I am also new at this, so I can completely understand the frustration and questions that are going around. Someone was going to respond to a Mr. Brown about program income. And I have the same question, I'm wondering if you might be able to take my number and also give me a call?

Woman: Sure.

Man: H80 grantee?

(Valerie Collis): Pardon?

Man: Are you a H80 or (HAB) grantee?

(Valerie Collis): It's an H80 yes.

Man: Okay, and your name is?

(Valerie Collis): My number here is 231-733-6657.

Man: And one more time with your name please?

(Valerie Collis): I'm sorry it's (Valerie Collis), C-O-L-L-I-S.

Man: Okay.

(Valerie Collis): Thanks much.

Coordinator: Our next question comes from (Kim Sanchez). Your line is open.

(Kim Sanchez): Hi, I'm with (National Minority Aids Camp), so, and I don't have a question. All I wanted to say is that I think your system works well, very good, and every time I call the call center or talk to the project people they've all be very helpful. We've you know have had a few glitches here and there, but other than that everything works good.

Man: I appreciate the, I appreciate the compliment and I appreciate you taking the time to mention that Miss Sanchez.

(Kim Sanchez): Not a problem. Have a good day.

Man: Thank you.

Coordinator: Our next question comes from (Adrian Rogers). Your line is open.

(Adrian Rogers): Yes, I'm an H89 grantee. And we have the same problem with a primary care health center and a (Ryan White) grantee in the (EHB) combined. So, do you think I could get a call back to help me resolve that issue?

Man: Yes, what is the question?

(Adrian Rogers): We have two grants in our (EHB) that are, you know, totally different but they have the same (DUNS) number and the same organization. And so it's been quite a coordination effort to make sure that they, that the other health center grant gets all their information. So we'd like to separate them.

Man: You have an H89?

(Adrian Rogers): It's H89HA I believe 0048. It's a (Ryan White) grant.

Man: You have a (Ryan White) and a community health, and a 330 grant?

(Adrian Rogers): Yes.

Man: And are you...

(Adrian Rogers): I'm the (AOR). And so I get, you know, the community health center information and they do have access but all the notifications come to me and so we have to make sure they're getting all their notifications. And, you know, I've given them access to do the work that they need to do but we'd just kind of like to get them separated.

Man: Okay, well your issue concerns the point of contact on the particular notice of grant awards.

(Adrian Rogers): That's correct.

Man: Okay, can we take your number?

(Adrian Rogers): Yes, it's area code 916-875-6211. And that's (Adrian Rogers), R-O-G-E-R-S.

(Sandra Kenyon): Okay Ms. Martinez, we will be back in touch.

(Danita Martinez): Thank you.

Coordinator: Out next question comes from (Jennifer Havilland). Please check your mute button we are not able to hear you.

(Jennifer Havilland): How about now?

Coordinator: Yes, go ahead with your question.

(Jennifer Havilland): Okay, great. My grant number is H80-CS-00043,

Man: Okay.

(Jennifer Havilland): And, when I go to view portfolio, it says that the project director is (Christy Chambers) that the e-mail is incorrect? And when I actually go to open the grant handbook, and go to new existing users, (Christy Chambers), her functional role is listed as other, which I think is causing some problems. And that e-mail is showing correctly.

And (Alan Ainsworth) who is our former executive directly, is still, his functional role, is still listed as program director. And we have done a prior approval for, to change this. And it was accepted, but it looks like there are still some glitches.

Woman: Do you know if (Christy Chambers) is registered as the PD in the system?

(Jennifer Havilland): Well, we did a , a prior approval request to set her up, as the, as the director, as the program director. And that was approved, so is that the process or is there another one, then?

Woman: Well, the process, if, if (Christy Chambers) is the project director, she should be registered in the electronic handbooks as such.

(Jennifer Havilland): Okay.

Woman: And then, if that is the case, she can go in and correct her e-mail address.

(Jennifer Havilland): Okay, so that would be under her own, when she logs in and pulls up her.

Woman: I am sorry, say that again.

(Jennifer Havilland): So that would be (Christy Chambers) would log in and then pull up her portfolio or her information?

Woman: Right and she can manage her own contact information.

(Jennifer Havilland): So would that be under administer new existing users, she would click on or?

Man: When (Christy) logs into ESB, she will have a link to viewer update profile. Which is her own profile. In that we store all the information such as the phone numbers, name and the e-mail address.

(Jennifer Havilland): Okay.

Man: So she just needs to go and update the e-mail address in her profile and it will start reflecting everywhere else, in the system, the correct e-mail address.

(Jennifer Havelyn): Okay, I, I am imaging that is the case because it has the (Christyfourthstreetconnect.org) because when I click on the administers and users all, it has the correct e-mail address, but when it is listed under view portfolio, that e-mail is not correct.

Man: Okay, we can look at this specifically, can you give us thirty seconds, I just need to consult with my peers?

(Jennifer Havelyn): Sure, yes.

Woman: (Jennifer), can we get your telephone number? We want to make sure that you or she is able to get this corrected.

(Jennifer Havelyn): Okay, can I give you (Christy Chambers) extension?

Woman: Sure.

(Jennifer Havelyn): And you can speak with her directly? And that way she can log in? We just got a call last night, from out project officer saying that it still was not

hitting all the fields correctly. And so, we just want to make sure we are up to date and current.

Woman: Okay.

(Jennifer Haveyln): So her number, (Christy) is 801-364-0058 extension 1313.

Woman: Perfect.

(Jennifer Haveyln): Great, thank you very much.

Woman: Okay, goodbye.

Coordinator: Your next question comes from (Steven Glenn) your line is open.

(Steven Glenn): Hello, I have a question about the recipient share of expenditures. Been working with the CPA that does our audit to make sure we are on the same page before we submit this. And she has done some research, and seems to have the result that there inconsistency in how people are handling this. There is of course, instruction out there about what the line items should have in them, but apparently they are not being interpreted very consistently, is there a more straight forward interpretation maybe, that you could provide?

Woman: The guidance, yes.

Man: Lisa, do you have anything to add there?

Woman: Well, I can say for your HAS grants, you should not be reporting. These lines are for our call sharing or matching program which the help center grants or

not. Instead you should be reporting the program income down on Line 10-N,
N as in Nancy.

Man: Okay. That's...

(Lisa): I would do that as well. This is (Lisa).

Chris Suzich: So the caller doesn't need to report 10 IJ or K, correct?

(Lisa): Correct. They need to report on Lines 10-L and 10-N as in Nancy.

Man: Well 10-I has a, has an automatic populated amount in it. and as such, I think
the system is requiring something there.

(Lisa): It should be Grade at and that should be previous information reported.

Man: It is not.

Woman: Melissa can you help shed light on the 10-I of the help centers. The change
(unintelligible) in four minutes.

Melissa Amin: Well, generally what I've seen is the, you know, the 10-I is prepopulated. And
there should be no ability to edit at all.

Man: That is the case.

Chris Suzich: I'm sorry. We're discussing this, Mr. (Glenn) one second please.

Glenn: Yes.

Chris Suzich: This goes to that issue that we ran across maybe two weeks ago. Do you - aware or was incorrectly prepopulating on H80. Do you recall that?

Glenn: So what...

Chris Suzich: I'm sorry. I was talking to one of my colleagues.

(Serpona): This is (Serpona).

Chris Suzich: Yes. (Serpona)?

(Serpona): We can a grant checked closely again. If we can do anything in the back end.

Man: So let's do - let's get the grant number and we will like to look at exactly what is happening, (Steven).

(Steven Glenn): Okay.

Man: So give us exact grant number, please.

(Steven Glenn): H80CS00978.

Man: Okay. And (Steven) could you also share the phone with us so once we look at it, we can get back to you.

(Steven Glenn): Okay. 864-233-1534, extension 2118.

Man: So (Steven) we will look at this (Unintelligible) thing and see if we are prepopulating it or, you know, there is some other reason for it. So once we do that we will give you a call back.

(Steven Glenn): Okay. May I ask one other question while I'm on the phone.

Chris Suzich: Sure.

(Steven Glenn): There is another financial report that the electronic handbook is asking us for. We receive the current year's grant funding in three different pieces, I think because of all of the debate going on at the federal level over the budget. The first one was only for one month. Our fiscal year begins February 1st. We've got a one month allocation and then two month to fill out the rest of the year.

There is a financial report showing not due and then past due in the system right now where that one individual month, 1/22/11. we've never seen anything like that and was wondering if maybe that's a mistake that was just caused by the system as a result of the way the grant was allocated. Is that possible?

Woman: It is based on the budgets this year and the way the awards had to go out incrementally.

(Lisa): I could speak on that. The one month action that you're referring or the FFR is due to an extension that we did on grantees that had project (Unintelligible) that ended between November and February. So we did a one month extension so you're getting an FFR for that one month period of time.

(Steven Glenn): So that pertains to - that's an extension of the previous year's opposed to just one month by itself in the current year.

(Lisa): Correct.

(Steven Glenn): I see.

(Lisa): And then your current budget year should be that one month less. And it is. So your current year is 11 months and your last year was 13 months.

(Steven Glenn): I see. Okay.

(Lisa): Its asking for financial information on that last month of money.

(Steven Glenn): Yes. Okay. And - Okay. With the - you mentioned that we need to use Lines 10-L and 10-N then in the financial report.

(Lisa): Correct.

(Steven Glenn): In looking through the information available on the Internet as guidance on these reports, there was something I came across that said that program income should only be brought into the report if there is more than what's reported in recipient share.

I guess that just doesn't apply to us if we're not supposed to use recipient share in the first place?

(Lisa): That's correct

(Steven Glenn): Okay.

(Lisa): You should be reporting program income.

(Steven Glenn): Okay. Thank you for your help.

(Lisa): You welcome.

Coordinator: Once again if you would like to ask a question, please press star then 1. Our next question comes from (Lee Proda). Your line is open.

(Lee Proda): Hi. Thank you for taking my call. We also have some old grants appearing on our FFR that we would like to clean up and I was wondering if someone could possibly take our number down and call us back on this.

Man: Yes. (Unintelligible).

(Lee Proda): Okay. Its (Millie Proda) and our phone number is 407-303-7747 and my extension is a long one. Its 1101469.

Man: Yes. That is a long one

(Lee Proda): It is.

Man: What is your grant number?

(Lee Proda): Excuse me.

Man: What is your grant number?

(Lee Proda): Grant number on the one that's appearing, that keeps appearing?

Man: Yes.

(Lee Proda): It's C, as in Charlie, 768F10861.

Man: Okay.

(Lee Proda): Okay. Thank you.

Coordinator: Our next question comes from (Ginger Rearo). Your line is open. (Ginger) please check your mute button. We're not able to hear you.

(Ginger Rearo): I'm sorry. This is (Ginger) and our grant - we have a H80 grant also and on our FFR, its asking us to put in a number also on that 10-J. I was just hoping I could get on the list to get a call back on that too to know what - I just had to submit it last week. So I want to know if I need to revise something or do something different.

Chris Suzich: So you submitted it last week?

(Ginger Rearo): Yes sir.

Chris Suzich: And it had information on 10-J?

(Ginger Rearo): Yes.

Chris Suzich: Did it have information on 10-I also?

(Ginger Rearo): No, its all zeros on 10-I.

Man: Yes. Can we have your phone number please?

(Ginger Rearo): Yes. Its area 806-765-2600 and my extension is 1012, 1 zero 1 2.

Woman: Do you have your grant number handy?

(Ginger Rearo): Yes. It's H80ES00766.

Woman: 766?

(Ginger Rearo): Yes.

Chris Suzich: Okay. Somebody will be in touch Ms. (Rearo).

(Ginger Rearo): All right. Thank you.

Coordinator: Our next question comes from Edward Keucher. Your line is open.

Edward Keucher: Good afternoon. I have a question similar to a lot of people. If somebody can take down my grant number and contact me because some clean up in (Unintelligible) book at first old grant and similar issues.

My grant number H80EF00407.

Woman: And when you say clean work, can you...

Edward Keucher: Some older grants, for example I have my current five year aboard and I have found older one from years (Unintelligible), let's say from year 2002. (Unintelligible) one reason its there. Plus I would like to change address per (Unintelligible) and hopeful that will be helpful to do.

Woman: Change of address and what else?

Edward Keucher: Just (Unintelligible). My physical address don't come up this current authorization.

Chris Suzich: What is your phone number and can you spell your name please?

Edward Keucher: Sure it's Edward Keucher, K-E-U-C-H-E-R. And my phone number 813-866-0930.

Chris Suzich: Okay. Thank you, Mr. Keurcher.

Edward Keucher: I appreciate it.

Coordinator: the next question comes from (Lynn Morgan). Your line is open.

(Lynn Morgan): My name is (Lynn Morgan). And I'm with St. Mary Core Foundation. Our grant number is D11HP14634. We're going into year three of our grant. We're going to have a carry forward on obligated balance from our year two to year three and it will be under the 25% guideline where prior approval is required.

Other than notifying our final financial for year two, is there anything else that we're required to do.

Woman: The only requirement is to make a comment on your financial report.

(Lynn Morgan): Okay. Thank you.

Woman: Yes.

Coordinator: Your next question comes from (Amin Newman) your line is open.

(Amin Newman): Good morning or good afternoon. I'm calling from Detroit here and I'm newly hired CFO. I - my predecessor he walked me sort of over the grant process

briefly and I would like to know if HRSA or EHB have any kind of training schedules seminars or any written manuals, operating manuals for trainees, I would appreciate that.

Woman: We don't have any training plans. We do have some resources on our Web site that are HRSA's Web site which is www.hrsa.gov and then go to the grants tab and under that there's a link that says manager grant. And we do have some resources available on the financial report. So there's a user guide on how to register as a financial report administrator or other users and some other presentation material that were provided at some technical assistance.

(Amin Newman): I have been registered as a user.

Woman: Okay.

(Amin Newman): I'd like, I'd just like to know the process, how to process and transmit all these in federal reports and financial reports?

Woman: Okay if the other resources are not useful to you that are on the Web site then you can contact the call center.

(Amin Newman): Yes.

Woman: Then they can help walk you through.

(Amin Newman): They will walk me through?

Woman: Yes sir.

(Amin Newman): On each one of them?

Woman: They will walk you through one and hopefully that'll be good to get you going.

(Amin Newman): Oh, okay. Do you know any kind outside agencies that will train you know, or individuals like me?

Man: On the electronic handbooks or what in particular?

(Amin Newman): Both electronic handbooks as well as you know grant rules and regulations?

Man: Well the HRSA call center will work with you on the electronic handbook. If there are just some specific receipts, procedures and policies that you have regarding your, managing your grant, as (Kelly) referenced there's some technical assistance workshop tools on the Web site and if push comes to shove you can feel free to contact the grant's management specialist that's listed on your notice of grant, you got a notice of award it's of a grant's management nature.

If it's of a programmatic nature we ask that you contact your program officer.

Woman: Mr. (Newman) there's also if you want to keep an eye out in the next month or two, we do plan on launching an online tutorial for monitoring grants.

(Amin Newman): Okay, fantastic.

Woman: That'll be a policy procedure tutorial. It will not provide you with EHB instructions.

(Amin Newman): At least, you know, it gives me a good exposure.

Woman: Keep an eye out for that. That's coming very soon.

(Amin Newman): Okay when are you anticipating, next month?

Woman: Either this month or next month.

(Amin Newman): Okay thank you very much for your help.

Woman: Thank you.

Coordinator: Your next question comes from Debra Budai. Your line is open.

(Debra Budai): Hi, my name is (Debra Budai) and we have an H49 grant. It's H49M, as in Mary, C as in Charlie, 12793. I have two quick questions. We have a fiscal year end of May 31st. and I believe I was told last year that we would have a 120 days for this year meaning the year ending 05/31/2011 that we would be increased our year-end financial report would be increased to 120 days due date but I just got an e-mail saying its due within 90 days.

The date it gave me was August 29 and I had planned on submitting it September 30th so is there a provision or procedure to get a 30 day extension request?

Woman: Yes, ma'am you can go in to the grant handbook and request an extension of time to finish that financial report.

(Debra Budai): And what does that button look like?

Man: So when you see the...

(Debra Budai): Does it say extension request or where would it be because sometimes going into the handbook you kind of have to dig around a little bit.

Man: Okay so once you get into the portfolio, the grant portfolio and go and look at your FFR record there would be few links below that record. One would be to edit the next to it should be a button or a link to request extension.

(Debra Budai): Below the edit button it says request extension?

Man: Next to it.

(Debra Budai): Okay I have one more quick question as well then. You had mentioned earlier that the, this year is the year that our federal financial report is supposed to match the quarterly reporting that we do to the division of payment management. And mine is still off. On your end its May 31st so our division of payment management PMS recording is on calendar recorders which is not the same as the FFR which ends on May 31st.

Woman: Did you read...

(Debra Budai): How is that going to match up and when are they going to make the one month timing difference?

Woman: Did you receive award June 1 of 2011?

(Debra Budai): I did.

Woman: Okay that award, so it'd be the report that's due next year should be on the calendar quarter.

(Debra Budai): Oh, so it's the one that's due next year not the one that just ended.

Woman: That's correct.

(Debra Budai): How are they going to make that transition if we've been reporting on calendar years, how are they going to match those two up? Where is the difference going to be?

Woman: I'm not following the question. It's where - instead of the due date 90 days after your budget period end date, it will specify the month that it is due.

(Debra Budai): Oh, so the year that we just currently started on June 1st, that's the one that's going to have the 120 days and sync up with the calendar quarter reporting?

Woman: That's correct.

(Debra Budai): Okay, thank you.

Coordinator: our next question comes from (Didla Odidalo). Your line is open.

(Didla Odidalo): Hello, good afternoon. Just as a general question, there was a notice and the new control that the - if you're not registered in CCR and grants.gov you cannot submit. We've had an issue and we have several grants with HRSA and we have been registered and however the system would generate the EHB system would generate a notice indicating that your records indicate that we're not registered.

As of today does this mean that they system is now in sync totally with CCR and grants.gov when you go in to renew? Because it was lagging several months behind the registration update?

Man: CCR information that we talked about earlier is about when you submit your application via grants.gov. I'm not sure I'm understanding the question.

(Didla Odidalo): Okay usually when you update your information for annual renewal, you go in through the central contractor registry which then transfers all - supposed to transfer all of that information into the grants.gov systems and into the EHB system. However we've received e-mails from the EHB section of HRSA indicating that the records of EHB indicate that we're not registered and we should be registered before.

However we've been registered for five, six months prior so the system was lagging behind the transfer of that information into EHB HRSA or the pickup of it on the HRSA side was not being picked up.

Man: There is no connection between CCR and EHBs ma'am. At least not yet.

(Didla Odidalo): Okay, so...

Man: When you update your information and in CCR and that information is not transferred over to EHB.

Man: Ma'am can I ask for a clarification? When you received that information that you are not registered, was it part of your NGA or was it a separate e-mail that you were receiving?

(Didla Odidalo): Separate. It was a separate.

Man: Separate e-mail?

Woman: We did send out a broadcast message which just went out to all of our grantees. So it wasn't intended to say that you were not up to date on CCR. It was just a notice of what CCR is doing or what grants.gov is doing with CCR.

Man: What's the name of your institution ma'am?

(Didla Odidalo): New York Department of Child and Family Well Being or formerly the New York Department of Health and Human Services. And we were getting those notices quite frequently and we would go back and forth between central, well we had confirmation from CCR on the date your registered now it's automatic and grants.gov would confirm that we are indeed registered so we had to go back and forth between e-mails sending the scanned versions of the confirmations to EHB to inform that we were indeed registered and had been registered for some time, so as not to preclude any submissions or reports or anything else that might need to go into the electronic handbook section.

Man: Ma'am could we get your phone number because as of right now we're not aware of any notification that EHB sent to compare you're registration with CCR or to insist that you need to be registered. All we ask is when the NGA calls out there is a term in there that says please go and add this grant to your portfolio. But let me get your number so we can get more detail and a sample of that e-mail so we can validate where that e-mail is coming from.

(Didla Odidalo): Okay 973-733-3984.

Man: And you're name one more time?

Man: Okay we'll do some work and contact you Miss (Edwards)/

(Debra Edwards): Thank you so much.

Coordinator: At this time I have no additional questions.

Man: Can you provide the instructions again please (Dory)?

Coordinator: Yes, once again if you'd like to ask a question press star, then 1. You have an additional question. (Jeannie Hunter) your line is open.

(Jeannie Hunter): Yes, I have - I'm from Kentucky my number for my grant is, just a moment please, D04RH12681. This is just really a general question. I have tried to stay with this conference for the duration as I believe all the questions have been very beneficial and informative. But unfortunately my phone has not allowed me to hear a lot of the conversation. Is there any way I can get a recorded session of what was discussed today?

Man: The recorded version of this conference call should be on our Web site in about one week Miss (Hunter).

(Jeannie Hunter): Okay just go to HRSA...

Man: Yes, it would be on the HRSA.GOV Web site. You'll probably need to do a search for it but I can take your number and specifically give you a call when and where it's available.

(Jeannie Hunter): Okay that would be great. Thank you. again Jeannie Hunter my number is 270-730-5360.

Man: Okay will do Miss (Hunter).

(Jeannie Hunter): Thank you very much.

Coordinator: (Mary Junie) your line is open.

(Mary Junie): Yes, I believe they have already answered. I was looking for a replay of the first 30 minutes of the conference call. So I'll just follow up in a week on the Web site. Thank you.

Man: Okay.

Coordinator: Thank you. (Melanie Young) your line is open.

(Melanie Young): Thank you. I have a question on the PIN numbers. We're fairly new to this system too and when we first set up the grant we were told that we had an account number and a PIN number. But we are not sure how to get hold of that PIN number. Is there a way to get that?

Man: Yes, you need to contact the division of payment management. The PIN number is assigned by the division of payment management.

(Melanie Young): Okay.

Man: So, what type of agency are you?

(Melanie Young): We're a community college. Our grant number is T88HP20929.

Man: Yes, you will speak to someone in the college and university section.

(Melanie Young): Okay.

Man: And you should have some contact information from the PM.

(Melanie Young): Okay.

Man: Receive your - have you received anything from the division of payment management?

(Melanie Young): Not that we can tell as of yet.

Man: (Jennifer) can you give me that Web site, if you have it up?

(Jennifer): Give me just a moment I'm scrolling.

Man: Okay, yes and once you go to the Web site for the division of payment management you'll see various listings in there the particular section that would, group rather would be that handled colleges and universities.

(Jennifer): that's www.dpm.psc.gov.

(Melanie Young): Can you answer a question about the PIN also?

Man: We can't help you with the PIN.

(Melanie Young): No, the PIN, the EIN?

Man: Depends on the question.

(Melanie Young): Okay we submitted under one number and then apparently that number didn't come back with a PIN match. But we do have a PIN match on our EIN for the college. It's because it's broken down into you know, like the higher level for department of ed and then we community college. If - do we need to have that corrected before we can do the payment management system?

Man: Probably yes.

(Melanie Young): Okay.

Man: What is your number?

(Melanie Young): It's 303-914-6225.

Man: And one more time with your name?

(Melanie Young): (Melanie).

Man: (Melanie Young)?

(Melanie Young): Correct.

Man: Okay we'll give you a call back but I would also ask that you contact the division of payment management in regards to the PIN information.

(Melanie Young): Okay.

Man: But you do have your notice of grant award?

(Melanie Young): Yes, we do.

Man: And the EIN that's on the notice of grant award, is it the correct one to use?

(Melanie Young): I believe so.

Man: Okay, we'll have to check your registration.

Man: Right. I think ma'am you would have to go to that Web site, to payment management system and register with them, with your EIN to get an account and get the PIN. If there is an issue with registration, that's when we would, we may need to change the EIN. But if you're able to register than things should happen. So the first step would be to go that Web site and proceed with registration.

(Melanie Young): Okay sounds good. I'll do that. Thank you.

Coordinator: Once again press star, then 1 if you would like to ask a question.

Man: I think we're going to wrap it up (Dory).

Coordinator: Thank you we have no additional questions.

Man: I'd like to thank everybody for joining today. If we took your contact information and said we would get back to you we will be in touch. Again, thank you. All the speakers on the call could you stay on the call please?

Coordinator: Thank you for joining today's conference. That does conclude the call at this time. Please disconnect. All presenters please stand by.

END