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## P. L. 106 - 107 Monthly Report to the Grants Executive Board

**Reporting Period:** 08/01/2004 through 08/24/2004

**Report Date:** 8/26/2004

### Purpose:

To provide a monthly update on the various grants streamlining initiatives undertaken by the P. L. 106-107 inter-agency workgroups.

### Prepared by:

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### Background:

The Federal Financial Assistance Management Improvement Act (P.L. 106 -107) mandated the streamlining and standardization of the federal grant-making process. In response to this mandate an interagency structure was established to analyze current policies and processes and recommend changes consistent with the goals and objectives of P. L. 106 -107. That structure consists of several workgroups, with a coordinating body led by the Department of Health and Human Services (HHS). Subsequent to the commencement of the P. L. 106-107 effort, the E-Grants initiative, one of the 25 initiatives under the E-Gov umbrella of the President's Management Agenda, began. E-Grants is now Grants.gov. Both initiatives operate under a Program Management Office (PMO) structure at HHS, and while separate resources accomplish the work of both initiatives, the PMOs coordinate the work.

### Notable Accomplishments

Accomplishments	Date
The Mandatory Grants workgroup met with Grants.gov to agree on a version 1 SF-424-M face sheet. The group also approved four optional forms.	August 24,2004
The Post-award workgroup, Performance/Progress Reporting subgroup, has completed the Performance/Progress Report (PPR) forms, instructions, and data elements for PPOC and GEB approval.	August 23, 2004
The FINAL Government-wide 2004 P.L. 106-107 Annual Report to Congress has been cleared and finalized by OMB and sent to agencies.	August 20, 2004
The Pre-award workgroup has reformatted four policy documents for relocation to Title 2; A-21, A-87, A-122, and Debarment and Suspension guidance.	August 18, 2004

## Notable P. L. 106 - 107 Events and Activities

08/01/2004 through 08/24/2004

Date	Events and Activities
8/18/2004	The Pre-award workgroup has reformatted A-21, A-87, A-122, and Debarment and Suspension guidance for relocation to Title 2 CFR. These notices do not involve policy change and therefore will be published as final in the Federal Register after OMB clearances.
8/4/2004	Grants Executive Board voted to send the Government-wide Annual Report to OMB for final clearance.
8/17/2004	Meeting of the Reports workgroup to discuss the status of each subgroup's activities and to plan tasks.
8/10/2004	Meeting of the Performance/Progress Report (PPR) workgroup to finalize the PPR forms, instructions, data elements, and policy for clearance process.
8/20/2004	The FINAL Government-wide 2004 P.L. 106-107 Annual Report to Congress cleared and finalized by OMB and sent to agencies. Thirteen agency-specific reports have been submitted and eleven have been cleared.
8/23/2004	Meeting to finalize P.L. 106-107 website design/demo meeting.
8/24/2004	The Mandatory Grants workgroup (MGWA) met with Grants.gov to agree on a version 1 face sheet. The group also approved four optional forms. The MGWA will convene a subgroup to work on the instructions to the SF-424-M face sheet.

**P. L. 106 - 107 Workgroups and Products—FY04 through FY07**

<b>Workgroup:</b> Inter-agency P.L. 106-107 Annual Report to Congress team —see attachment -1			
<b>Chairpersons:</b> Andrea Brandon Bob Noonan Elizabeth Phillips		<b>Agencies:</b> HHS HHS OMB	
<b>Goal:</b> To provide an annual report that describes performance in meeting the P.L. 106-107 goals and objectives for the reporting period of May 2003 through May 2004.			
Product	Executive Board Review	Status	Final Deliverable(s) for Board Review
<i>2004 Inter-agency P.L. 106-107 Annual Report to Congress</i>		8-20-04 Final Government-wide report cleared OMB and send to agencies. 13 agency-specific reports received and 11 cleared by OMB.	
		8-4-2004 Grants Executive Board voted to send the Government-wide Annual Report to OMB for final clearance.	
	7-7-2004 - Sent to Grants.gov PMO for Grants Executive Board Review.	7-16-04 Grants.gov PMO sent Government-wide Annual Report to the Grants Executive Board. Comments due on 7-23-04.	
		7-16-2004 P.L. 106-107 PMO sent Final Agency-specific template to agencies for their use.	1. Government-wide section.
	7-16-2004 - Sent to Grants Executive Board for review.	7-7-2004 P.L. 106-107 PMO sent Government-wide section along with Agency-specific template to OMB for pre-review and comment.	2. Agency-specific template.
		7-7-2004 P.L. 106-107 PMO sent Government-wide section along with Agency-specific template to the Grants.gov PMO for Grants Executive Board for review and comment.	3. Guidance to the agencies.
		5-24-2004 Received input from the Mandatory workgroup.	

**P. L. 106 - 107 Workgroups and Products—FY04 through FY07**

<b>Workgroup:</b> Pre-award			
<b>Chairpersons:</b> Mark Herbst Elizabeth Phillips		<b>Agencies:</b> DoD OMB	
<b>Goal:</b> To reduce unnecessary burdens on applicants for, and recipients of, Federal grants.			
Product	Executive Board Review	Status	Final Handoff
1. <i>Award Face Sheet</i>	1-5-2005 (Estimated)	8-20-04 Face sheet standards are being developed.	OMB/Grants.gov
2. <i>Administrative Terms and Conditions</i>	1-5-2005 (Estimated)	5-14-04 Currently developing a standardized format for OMB guidance to agencies along with standard award language.	OMB
3. <i>OMB Policy on Certifications and Assurances</i>	10-5-2005 (Estimated)	7-21-04 On hold pending the completion of Terms and Conditions per OMB GC.	OMB

<b>Workgroup:</b> Pre-award			
<b>Chairpersons:</b> Mark Herbst Elizabeth Phillips		<b>Agencies:</b> DoD OMB	
<b>Goal:</b> To reduce unnecessary burdens on applicants for, and recipients of, Federal grants.			
Product	Grants Executive Board Review	Status	Final Handoff
<i>Legislative Proposal on Lobbying Certifications</i>	10-5-2005 (Estimated)	7-21-04 Proposal still on hold.	OMB/Congress

**P. L. 106 - 107 Workgroups and Products—FY04 through FY07**

<b>Workgroup:</b> Pre-award			
<b>Chairpersons:</b> Mark Herbst Elizabeth Phillips		<b>Agencies:</b> DoD OMB	
<b>Goal:</b> To reduce unnecessary burdens on applicants for, and recipients of, Federal grants.			
Product	Grants Executive Board Review	Status	Final Handoff
<i>Other Pre-award Portions of OMB Guidance for 2 CFR</i>	10-4-2006 (Estimated)	5-20-04 Schedule dependant on adoption of 2 CFR, subchapter C—Not started.	OMB/OFFM

<b>Workgroup:</b> Pre-award			
<b>Chairpersons:</b> Mark Herbst Elizabeth Phillips		<b>Agencies:</b> DoD OMB	
<b>Goal:</b> To reduce unnecessary burdens on applicants for, and recipients of, Federal grants.			
Product	Grants Executive Board Review	Status	Final Handoff
<i>Announcement Format Phase 2 (Revised Funding Opportunity Announcement standard template)</i>	2-28-2007 (Estimated)	6-23-03 Phase 1 published in Federal Register. <hr/> <hr/> 5-21-04 Schedule must be coordinated with— <i>Other Pre-award Portions of OMB Guidance for 2 CFR</i> —Not started.	OMB

## P. L. 106 - 107 Workgroups and Products—FY04 through FY07

<b>Workgroup:</b> Mandatory Grants			
<b>Chairpersons:</b> Chris Lipsey Tyson Whitney Elizabeth Phillips		<b>Agencies:</b> USDA USDA OMB	
<b>Goal:</b> To reduce unnecessary burdens on applicants for, and recipients of, Federal Mandatory grants.			
Product	Executive Board Review	Status	Final Handoff
<i>Mandatory Grants Application/Plan Cover Page(s)</i>	8-4-2004 (Estimated)	8-24-04 Mandatory Grants workgroup and Grants.gov agreed on a version 1 face sheet and also approved four optional forms. A subgroup will convene to work on instructions for the SF-424-M face sheet. <hr/> <hr/> 7-29-04 Mandatory application cover data elements submitted to the Grants.gov PMO. <hr/> <hr/> 6-24-04 Finalized data elements for application cover. Data attribute worksheet and draft form in development.	Grants.gov/ OMB

<b>Workgroup:</b> Mandatory Grants			
<b>Chairpersons:</b> Chris Lipsey Tyson Whitney Elizabeth Phillips		<b>Agencies:</b> USDA USDA OMB	
<b>Goal:</b> To reduce unnecessary burdens on applicants for, and recipients of, Federal Mandatory grants.			
Product	Executive Board Review	Status	Final Handoff
<i>Mandatory Grants Policy</i>	8-4-2004	7-21-04 Currently under development.	OMB

## P. L. 106 - 107 Workgroups and Products—FY04 through FY07

<b>Workgroup:</b> Post-award <b>Subgroup:</b> Invention Report			
<b>Chairpersons:</b> Trudy Wood Elizabeth Phillips		<b>Agencies:</b> DOE OMB	
<b>Goal:</b> To streamline and simplify Federal grant reporting requirements and procedures and associated business processes to reduce unnecessary burden on recipients and to improve the timeliness, completeness, and quality of the information collected.			
Product	Executive Board Review	Status	Final Handoff
<i>Unified Invention Report</i>	Grants Management Committee Approval received July, 2003	7-21-2004 Awaiting OMB clearance. <hr/> <hr/> 8-20-2003 Final recommendation provided to OMB (Data Elements only). Implementation Policy Guidance to be developed.	OMB

<b>Workgroup:</b> Post-award <b>Subgroup:</b> Federal Financial Report (FFR)			
<b>Chairpersons:</b> Joanne Suttington Elizabeth Phillips		<b>Agencies:</b> DOJ OMB	
<b>Goal:</b> To streamline and simplify Federal grant reporting requirements and procedures and associated business processes to reduce unnecessary burden on recipients and to improve the timeliness, completeness, and quality of the information collected.			
Product	Executive Board Review	Status	Final Handoff
<i>Unified Federal Financial Report (Combines SF-269 and SF-272 Data and Forms)</i>	10-6-2004 (Estimated)	8-24-04 Policy being developed. <hr/> <hr/> 7-21-04 On hold, waiting for related policy revisions.	OMB

## P. L. 106 - 107 Workgroups and Products—FY04 through FY07

<b>Workgroup:</b> Post-award <b>Subgroup:</b> Real Property Report (RPR)			
<b>Chairpersons:</b> Eric Gauff Elizabeth Phillips		<b>Agencies:</b> HUD OMB	
<b>Goal:</b> To streamline and simplify Federal grant reporting requirements and procedures and associated business processes to reduce unnecessary burden on recipients and to improve the timeliness, completeness, and quality of the information collected.			
Product	Executive Board Review	Status	Final Handoff
<i>Unified Real Property Report</i>	10-6-2004 (Estimated)	8-24-04 Policy being developed. <hr/> <hr/> 7-21-04 Data elements and RPR Form in final review by workgroup.	OMB

<b>Workgroup:</b> Post-award <b>Subgroup:</b> Personal Property Report (TPR)			
<b>Chairpersons:</b> Michael Kelly Elizabeth Phillips		<b>Agencies:</b> ONR OMB	
<b>Goal:</b> To streamline and simplify Federal grant reporting requirements and procedures and associated business processes to reduce unnecessary burden on recipients and to improve the timeliness, completeness, and quality of the information collected.			
Product	Executive Board Review	Status	Final Handoff
<i>Unified Personal Property Report</i>	10-6-2004 (Estimated)	8-24-04 Policy being developed. <hr/> <hr/> 7/21/04 Data elements under review by workgroup.	OMB



## P. L. 106 - 107 Workgroups and Products—FY04 through FY07

<b>Workgroup:</b> Post-award <b>Subgroup:</b> Performance/Progress Report (PPR)			
<b>Chairpersons:</b> Sandra Manning Elizabeth Phillips		<b>Agencies:</b> CDC OMB	
<b>Goal:</b> To streamline and simplify Federal grant reporting requirements and procedures and associated business processes to reduce unnecessary burden on recipients and to improve the timeliness, completeness, and quality of the information collected.			
Product	Executive Board Review	Status	Final Handoff
<i>Unified Performance Progress Report (Non-Research)</i>	9-1-2004 (Estimated)	8-24-04 <u>Product prepared for clearance process.</u>  7/21/04 PPR Instruction being revised. <u>PPR form and data elements completed.</u>  6-21-04 Agency comments received, consolidated, and analyzed.	OMB

<b>Workgroup:</b> Audit <b>Subgroup:</b> Compliance			
<b>Chairpersons:</b> Tawana Webb Gil Tran		<b>Agencies:</b> OMB OMB	
<b>Goal:</b> To ensure that audits provide useful and reliable information to Federal agencies, pass-through entities, and that recipient audits are in compliance with Federal audit requirements.			
Product	Executive Board Review	Status	Final Handoff
<i>Revision to 2005 OMB Circular A-133 Compliance Supplement</i>	Not Required	6-16-2004 Kick-off of the 2005 Circular A-133 Compliance Supplement revision process.	OMB