



HRSA, RHC Vaccine Confidence (RHCVC) – Deadlines

Grant Funding Period (July 1, 2021-June 30, 2022)

Also, Notice of Award (NoA), HRSA authorizes allowable pre-award costs, incurred on or after March 15, 2021.

For Technical Assistance (TA), Contact: rhcvaxconfidenceinfo@nosorh.org
 NOSORH RHCVC Information and Ideas: <https://nosorh.org/rhccovidprograms/>

Report Name	Deadline to Submit	Where is this submitted?	For Assistance
Limited Financial Management Review (FMR) Grantee must self-certify to having adequate Policies & Procedures in 5 management control areas. Follow directions included in the email from the Division of Financial Integrity (DFI) representative.	A deadline is included in the email received from the DFI representative.	Submit response via email to the DFI representative who contacted you.	FMRquestions@hrsa.gov Example Financial Management Policies and Procedures: View here
Federal Cash Transaction Report (FCTR) Effective April 1, 2022, grant recipients <u>will no longer complete</u> the quarterly FCTR. Additional information is available.		Payment Management System (PMS)	PMS Help Desk 1-877-614-5533 Contact the ONE DHHS Help Desk for issues regarding your draw-down requests, password resets, and the FFR. Always have your PMS PIN, payment account number (PAN), or EIN handy. PMS Liaison can help with questions related to specifics on your account. Go to this website to locate your liaison.
Apply for No-Cost Extension (optional) A no-cost extension (NCE) allows a grantee to extend the project budget and period (i.e. six months) for the sole purpose of completing grant activities. For questions: rhcvaxconfidenceinfo@nosorh.org	May 31, 2022	Electronic Handbook EHB	
All grant related expenditures (invoices, receipts, etc.) must be dated and incurred.	No later than June 30, 2022		
Final Day to Request (Draw) Grant Funds Do not wait until the end. Payment requests may be made as often as needed daily, weekly, monthly, bi-monthly to reimburse for grant related expenses, but must be spent in 3 business days!	September 28, 2022	Payment Management System (PMS)	
Final Closeout Reports			
Final Performance/Closeout Report Details will be provided by HRSA. See Notice of Award (NoA) Reporting Requirements page 5	September 28, 2022	Electronic Handbook EHB	
Submit SF-428 (Tangible Personal Property Report) with the SF-428B (Final Report Attachment); and if applicable, SF-428S (Supplemental Sheet). See Notice of Award (NoA) Reporting Requirements page 5	September 28, 2022		
Federal Financial Report (FFR) Final Performance/Closeout Report See Notice of Award (NoA) Reporting Requirements page 5	October 30, 2022	Payment Management System (PMS)	EHB Customer Support Center Phone: 877-464-4772 7:00 a.m. to 8:00 p.m. Eastern Time (ET), Monday through Friday

Other Payment Management System (PMS) Resources:

- [PMS User Guide](#)
- PMS Online Training (2 hours):
 - [Online Training Recording](#)
 - [Online Training Slides](#)

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