



# Financial Management

*Breakout Sessions*



# Agenda

Roles

Federal  
Financial  
Reports (FFRs)

Monitoring

JustGrants Resources

The background features a vibrant blue color palette with intricate, wavy, concentric patterns that resemble topographical lines or fluid motion. Scattered throughout are numerous small, semi-transparent diamond shapes, some appearing as bright white highlights and others as faint blue tones. A solid yellow horizontal bar is positioned in the upper-left quadrant, serving as a backdrop for the main title.

# Roles



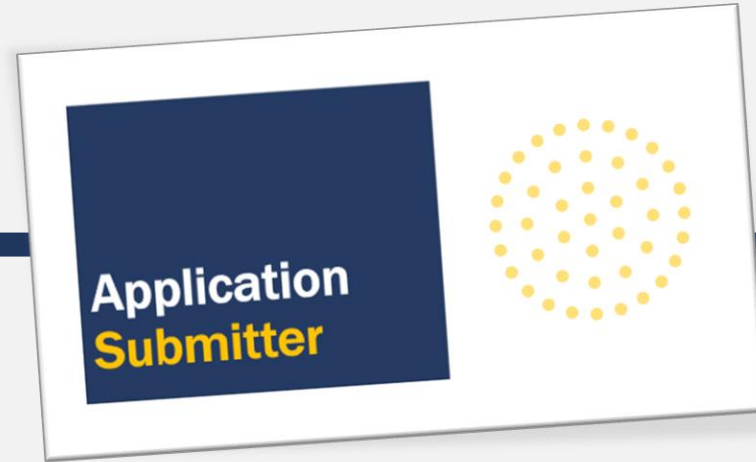
# Just Grants Roles




**Entity  
Administrator**



**Authorized  
Representative**



**Application  
Submitter**



**Grant Award  
Administrator**



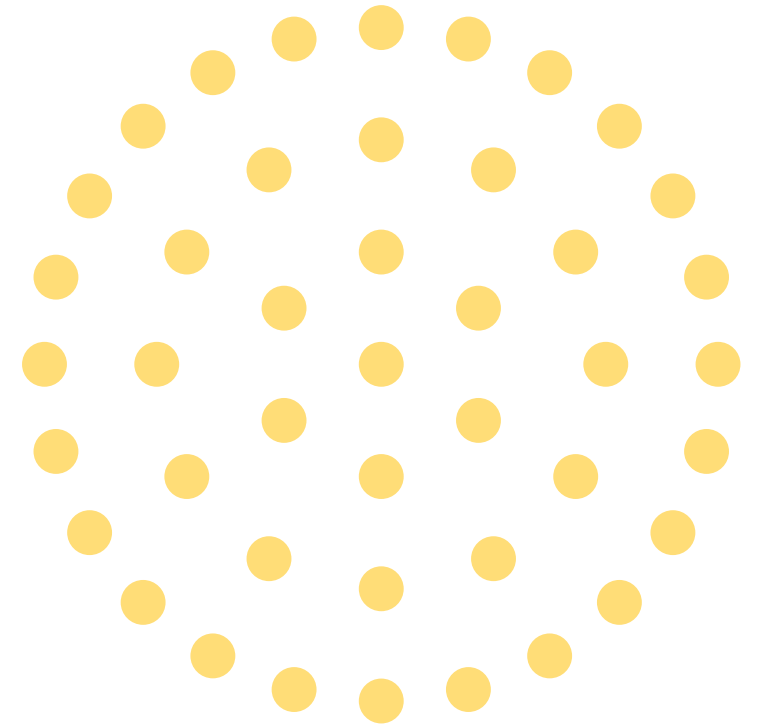
**Alternate  
Grant Award  
Administrator**



**Financial  
Manager**

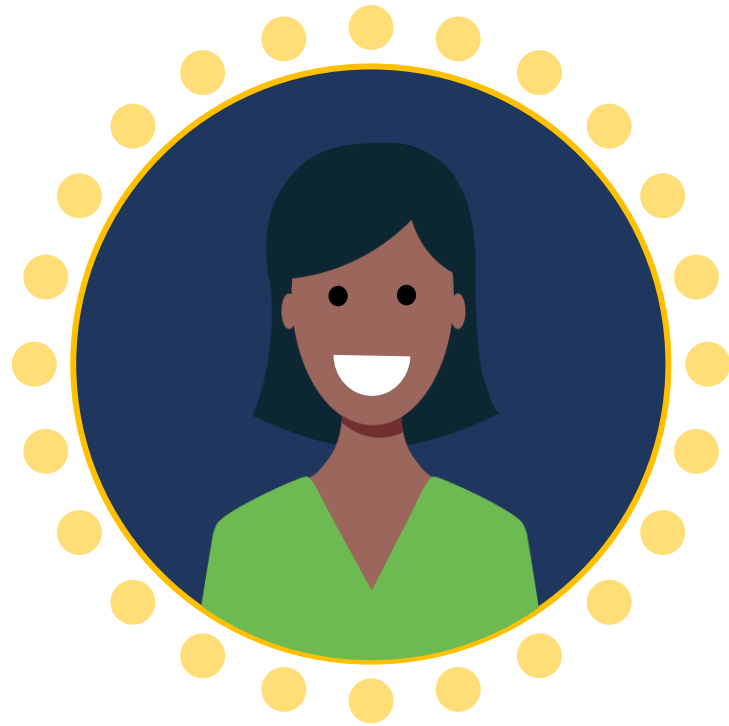


# Entity Administrator



**Entity  
Administrator  
Role**



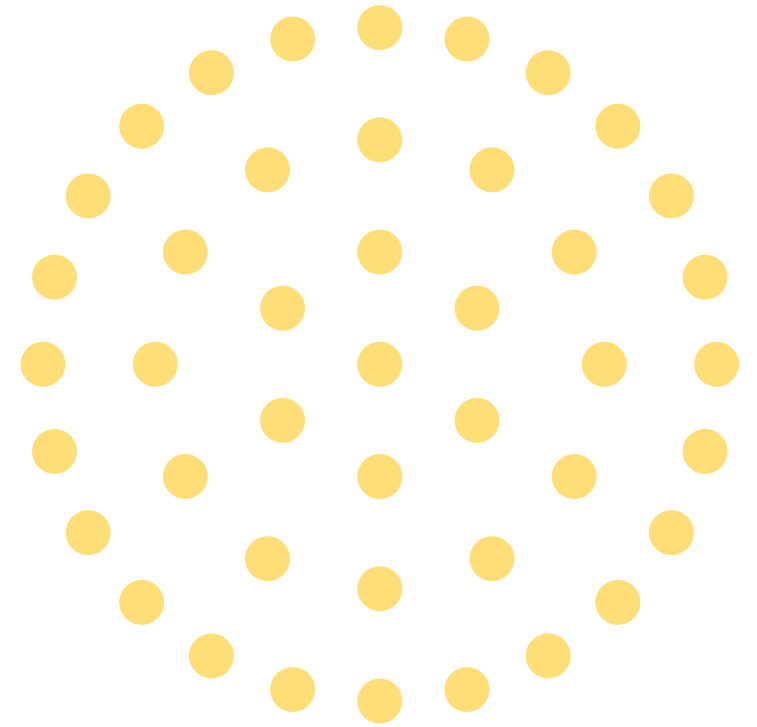


One (1) per entity

## Entity **Administrator**

Confirms entity profile information is current. Manages users and assignments. Confirms the Authorized Representative has the legal authority to accept or decline an award.

**Authorized  
Representative**





**Authorized  
Representative  
Role**



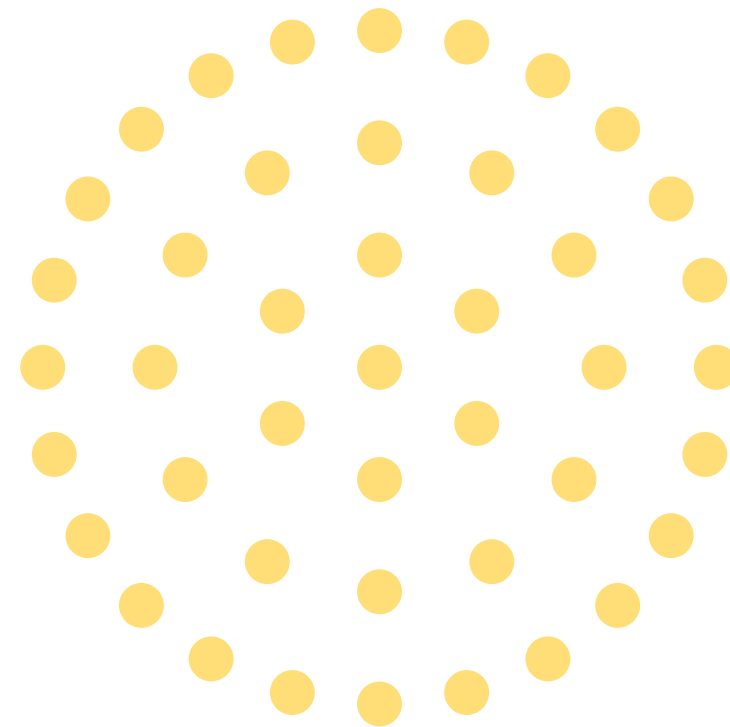


1-2 per application/award

## Authorized Representative

Accepts or declines awards on behalf of an entity. Must have legal authority to enter into contracts, grants, and cooperative agreements with the federal government on behalf of the entity.

# Application Submitter



# Application Submitter Role



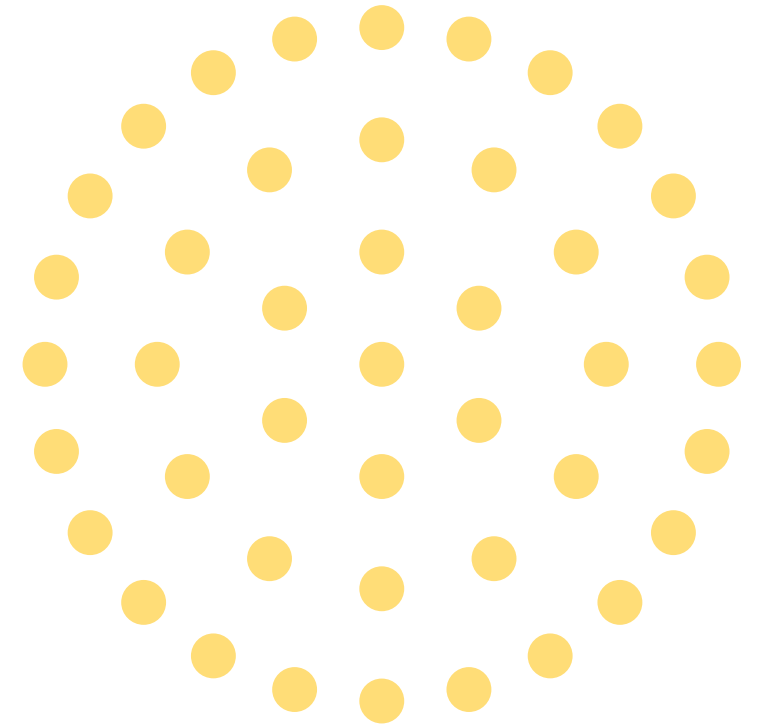


## Application **Submitter**

Completes and submits applications on behalf of an entity, including entity disclosures, assurances, and certification requirements.

One to three (1-3) per application

# Grant Award Administrator



# Grant Award Administrator Role



# Grant Award Administrator

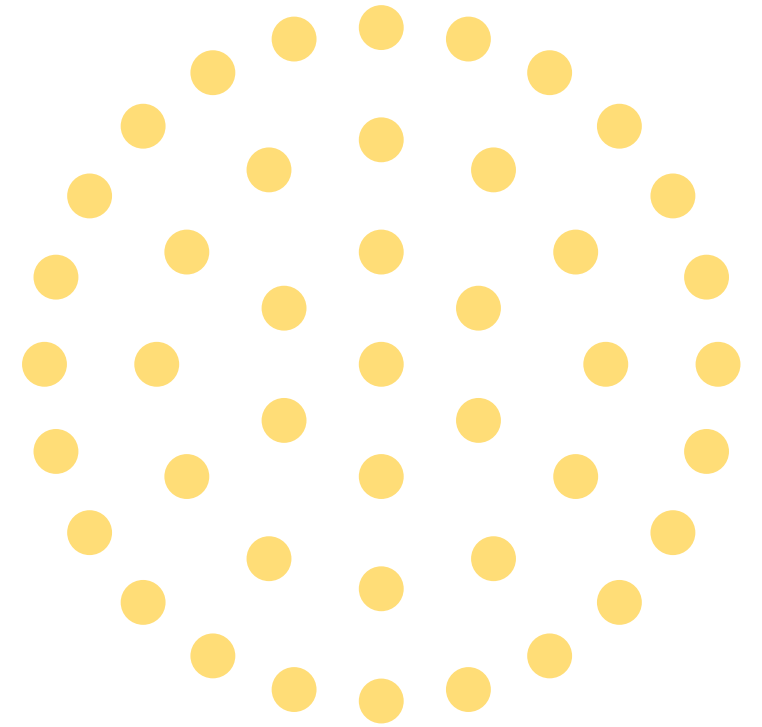


One (1) per award

Submits programmatic award requirements including Performance Reports (PRs), Grant Award Modifications (GAMs), and portions of the Closeout.



*Alternate*  
**Grant Award**  
**Administrator**



*Alternate*  
**Grant Award  
Administrator  
Role**



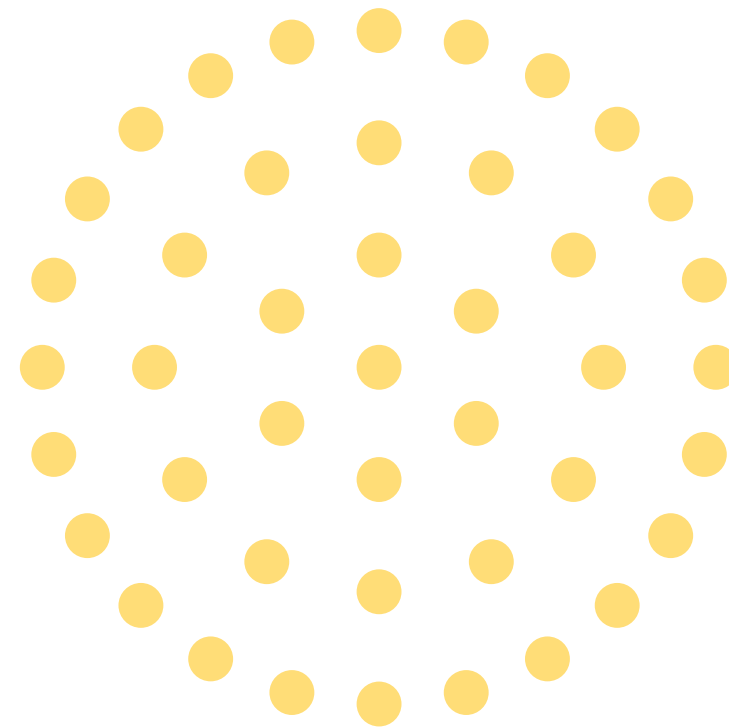


1 per award (optional)

## *Alternate* Grant Award Administrator

Supports the Grant Award Administrator in completing programmatic award requirements including submitting GAMs, deliverables, and assigned PRs.

# Financial Manager



# Financial Manager Role





# Financial **Manager**

Certifies and submits Federal Financial Reports (FFRs) on an entity's behalf.

One (1) per award

# Equal Employment Opportunity Program (EEOP)

## Roles

<b>Entity Administrator</b>	Manages entity user's role assignments.
<b>Read-Only User</b>	Views entity reports.
<b>User</b>	Assists in completing Equal Employment Opportunity Plan (EEOP) reports. However, an EEOP user cannot sign and submit EEOP reports.
<b>Implementation Authority</b>	Signs and submits reports within the EEOP system; may prepare reports. Must have authority to implement entity's EEOP per 28 CFR 42.304.

For additional information about EEOP visit their website:

<https://www.ojp.gov/program/civil-rights-office/equal-employment-opportunity-plans>

The background is a dark blue gradient with several white speech bubbles of varying sizes. Each bubble contains a large, bold, black question mark. The bubbles are scattered across the frame, with some being larger and more prominent than others. A solid yellow horizontal bar is positioned across the middle of the slide, containing the word "Questions" in a bold, black, sans-serif font.

# Questions



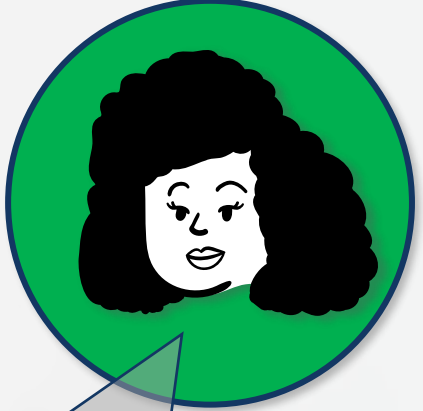
# Federal Financial Reports

# Financial Reports

## Locate & Submit



How do I locate and submit Financial Reports in JustGrants?




If you are the assigned Financial Manager (FM) to an award, reports appear in the My Worklist section of the Home Page as they are generated.

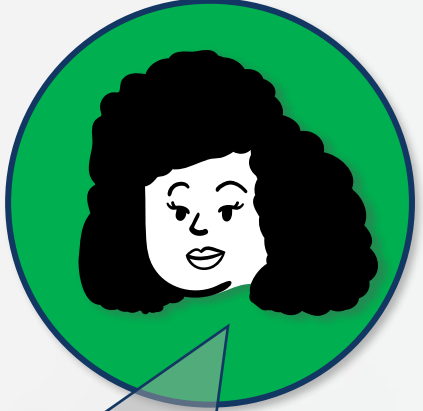
Financial Managers can also find, complete, and submit FFRs from the Funded Award.

# Financial Reports

## Locate & Submit



How do I locate and submit a Financial Report if its not in *My Worklist*?



If you are the assigned Financial Manager, you can access the FFR from the Funded Award. From the left navigation menu, select Awards. On the next screen, select the FAW Award Case ID.

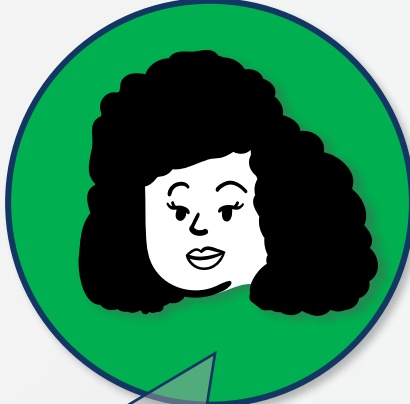
In the Assignments section, select the Begin button for the FFR that needs to be completed.

# Financial Reports

## Locate & Submit




How do I re-open, edit, and re-submit Financial Reports in JustGrants?




The FM can only re-open reports from the most recent FFR quarterly reporting period, and only when the FFR shows a status of **Resolved-Completed**. Navigate to the Funded Award. Select **View Case** for the FFR needing an edit.

# Financial Reports

## *Allowable Costs*



Is a specific  
expenditure  
allowable?



The requirements for  
allowable and unallowable  
costs can differ by program.  
When questioning allowable  
costs, refer to the DOJ  
Financial Guide, Post-Award  
Requirements section.

Also review your award conditions and award details  
for information on allowable costs.



# FFR – Recipient Info

1. Recipient Info    2. Report Information    3. Remarks & Certification

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1. Federal Agency and Organizational Element to Which Report is Submitted: U.S. Department of Justice  
Federal Agency and Organizational Element to Which Report is Submitted

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2. Federal Grant Or Other identifying number: 15JOVW-22-GG-03343-STOP  
This is the grant number assigned to the award for this program.

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3. Recipient Organization (Name and complete address including Zip code)  
This is the organization name and complete address of the recipient organization.

Recipient Organization Name:	JustGrants Test Org26		
Street 1:	111 Street Rd		
Street 2:	---		
City:	Washington	County:	---
State:	DC	Province:	---
Country:	USA	ZIP / Postal Code:	602

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4a. UEI  
This is the recipient organization's Unique Entity Identifier (UEI) or Central Contract Registry UEI. RKV2V7M6FJ03

4b. EIN  
This is the Employer Identification Number (EIN) of the recipient organization. 260000000



# FFR – Report Information

✓ 1. Recipient Info    **2. Report Information**    3. Remarks & Certification

---

∨ 5. Recipient Account Number

Enter the account number or any other identifying number assigned by the recipient to the award. This number is for the recipient's use only and is not required.

∨ 6. Report Type

A final report shall be submitted within 120 days after the grant period end date.

Final     Quarterly

∨ 7. Basis Of Accounting

Specify whether a cash or accrual basis was used for recording transactions related to the award and for preparing this report. Accrual basis of accounting refers to the accounting method in which expenses are recorded when incurred. For cash basis accounting, expenses are recorded when they are paid.

Cash     Accrual

∨ 8. Project/Grant Period

Enter the project/grant period (start and end date). This should encompass the beginning date of the original award and the latest ending date under the award number

From	To
01/01/2021	12/31/2024

∨ 9. Reporting Period

Enter the start and end date of the reporting period. Federal Financial Reports will be submitted on a quarterly basis. A final FFR shall be submitted at the completion of the award agreement. The following reporting periods shall be used for quarterly reports:

- October 1 – December 31 (due by January 30)
- January 1 – March 31 (due by April 30)
- April 1 – June 30 (due by July 30)
- July 1 – September 30 (due by October 30)

Quarterly reports shall be submitted no later than 30 days after the end of each reporting period. Final reports shall be submitted no later than 120 days after the project or grant period end date.

From	To
07/01/2023	09/30/2023

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**10. Transactions:**



# FFR – Required Field

**Federal Expenditures and Unobligated Balance:**

∨ 10d. Total Federal funds authorized  
The total Federal funds authorized as of the reporting period end date.

∨ 10e. Federal share of expenditures  
Enter the cumulative amount of federal fund expenditures. Cumulative means from award inception through the end of this reporting period.

∨ 10f. Federal Share of Unliquidated Obligations  
Enter the amount for the federal share of unliquidated obligations. On a cash basis, unliquidated obligations are obligations incurred, but not yet paid. They include direct and indirect expenses incurred but not yet paid or charged to the award, including amounts due to subrecipients or contractors. On an accrual basis, the obligations are incurred, but the expenditures have not yet been recorded. On the final report, for either cash or accrual basis, this Line should be zero (0). Do not include any amount in Line 10f that have been reported in Line 10E. Include the unliquidated obligations that will be expensed by the end of the next quarter. Do not include any amount in Line 10f for a future commitment of funds (such as a long-term contract) for which an obligation or expense will not be incurred by the end of the next quarter.

∨ 10g. Total Federal share (sum of lines e and f)  
The sum of Lines 10e and 10f.

∨ 10h. Unobligated balance of Federal Funds (line d minus g)  
The amount of Line 10d minus Line 10g.

**Recipient Share:**

∨ 10i. Total recipient share required  
Enter the total required recipient share for grant period specified in Line 8. The required recipient share should include all matching and cost sharing provided by recipients and third-party providers to meet the level required by the program. This amount should not include cost sharing and match amounts in excess of the amount required by the program (for example, cost overruns for which the recipient incurs additional expenses and, therefore, contributes a greater level of cost sharing or match than the level required by the program).

∨ 10j. Recipient share of expenditures  
Enter the cumulative recipient share of actual cash disbursements or outlays (less any rebates, refunds, or other credits) including payments to subrecipients and contractors. This amount may include the value of allowable third party in-kind contributions and recipient share of program income used to finance the non-Federal share of the project or program. Note: On the final report this line should be equal to or greater than the amount of Line 10i. Cumulative means from award inception through the end of this reporting period.



# FFR – Enter Indirect Expenses

10m. Program Income expended in accordance with the deduction alternative  
 Enter the cumulative amount of program income that was used to reduce the Federal share of the total project costs. Cumulative means from award inception through the end of this reporting period.

10n. Program Income expended in accordance with the addition alternative  
 Enter the cumulative amount of program income that was added to funds committed to the total project costs and expended to further eligible project or program activities. Cumulative means from award inception through the end of this reporting period.

10o. Unexpended program income (line l minus line m and line n)  
 The amount of Line 10l from 10m and 10n.

**11. Indirect Expense:**  
 11a. Select either Not Applicable or the appropriate indirect cost rate(s).  
 11b. Enter the indirect cost rate(s) in effect during the reporting period  
 11c. Enter the beginning and ending effective dates for the rate(s).  
 11d. Enter the amount of the base against which the rate(s) was applied  
 11e. The amount of indirect costs charged during the time period specified. (11b x 11d)  
 11f. Enter the Federal share of the amount in 11e, using a dollar amount, not a percentage.

11a. Number of Rate(s)	11b. Rate	11c. Period From	11c. Period To	11d. Base	11e. Amount Charged	11f. Federal Share
<div style="display: flex; justify-content: space-between; align-items: center;"> <span>+ Add item</span> <span>× Delete</span> </div>						

11g. Totals	Base Total	Amount Charged Total	Federal Share Total
	\$0.00	\$0.00	\$0.00

# FFR – Remarks & Certification

✓ 1. Recipient Info   ✓ 2. Report Information   **3. Remarks & Certification**

∨ **12. Additional Information**  
Enter any remarks, explanations or additional information required. Supporting documents may be added by clicking the "Upload Supporting Documents" button.

Remarks

Uploaded Documents

File Name
No Items

[Upload Supporting Documents](#)

> **13. Certification**  
By submitting this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

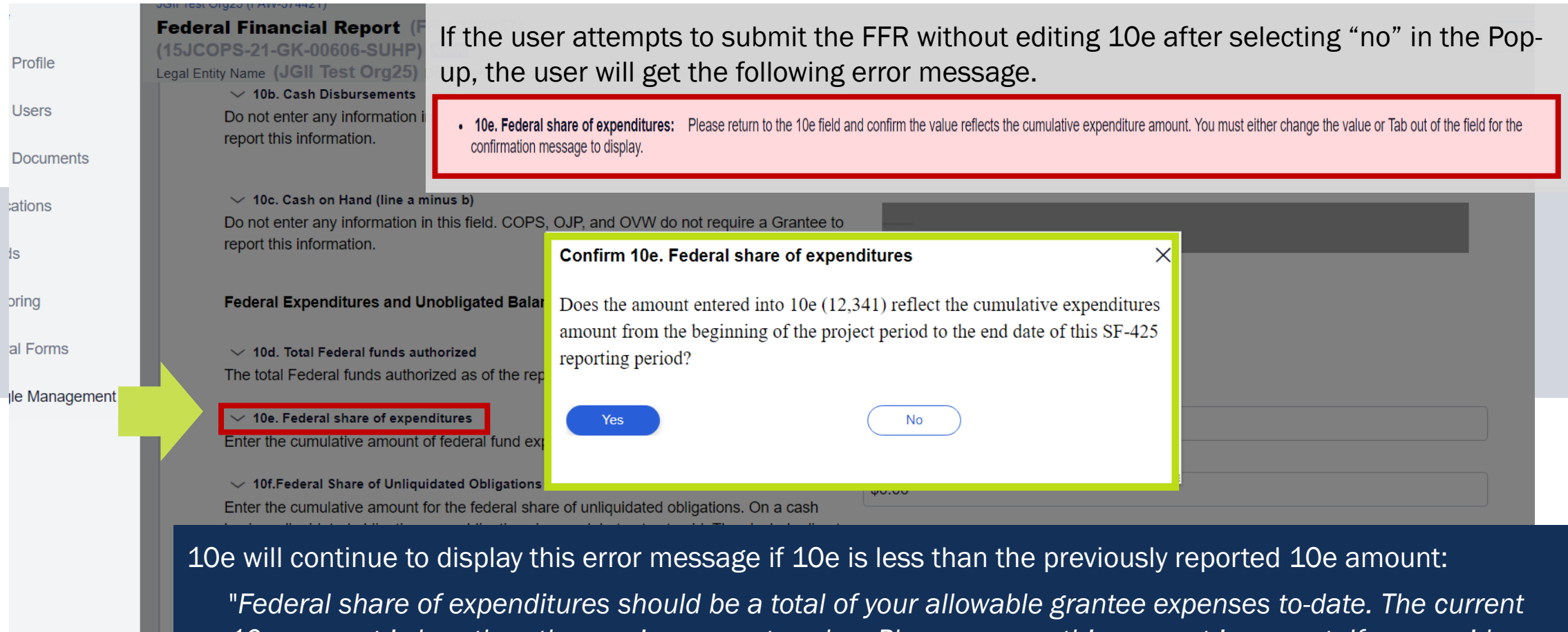
Prefix: \_\_\_\_\_

First Name: justgrants026.financialmanager      Middle Name:      Last Name: jgitsext

Suffix:      Title: \_\_\_\_\_

Full Name: justgrants026.financialmanager.jgitsext

# Field 10e Validation



If the user attempts to submit the FFR without editing 10e after selecting “no” in the Pop-up, the user will get the following error message.

- **10e. Federal share of expenditures:** Please return to the 10e field and confirm the value reflects the cumulative expenditure amount. You must either change the value or Tab out of the field for the confirmation message to display.

**Confirm 10e. Federal share of expenditures**

Does the amount entered into 10e (12,341) reflect the cumulative expenditures amount from the beginning of the project period to the end date of this SF-425 reporting period?

Yes No

10e will continue to display this error message if 10e is less than the previously reported 10e amount:

*"Federal share of expenditures should be a total of your allowable grantee expenses to-date. The current 10e amount is less than the previous reports value. Please ensure this amount is correct. If so, provide a required explanation in block 12-Additional Information."*



# Field 10e Validation

**Federal Financial Report (FFR-308057)**  
(15JCOPS-21-GK-00606-SUHP) OPEN

Legal Entity Name (JGII Test Org25) Doing Business As: (JGII Test Org25 Doing Business As)

10b. Cash Disbursements  
Do not enter any information in this field. COPS, OJP, and OVW do not require a Grantee to report this information.

10c. Cash on Hand (line a minus b)  
Do not enter any information in this field. COPS, OJP, and OVW do not require a Grantee to report this information.

**Federal Expenditures and Unobligated Balance**

10d. Total Federal funds authorized  
The total Federal funds authorized as of the reporting period.

10e. Federal share of expenditures  
Enter the cumulative amount of federal fund expenditures reported in line 10c.

10f. Federal Share of Unliquidated Obligations  
Enter the cumulative amount for the federal share of unliquidated obligations. On a cash basis, unliquidated obligations are obligations incurred, but not yet paid. They include direct and indirect expenses incurred but not yet paid or charged to the award, including amounts due to subrecipients or contractors. On an accrual basis, the obligations are incurred, but the expenditures have not yet been recorded. On the final report, for either cash or accrual basis, this Line should be zero (0). Do not include any amount in Line 10f that have been reported in Line 10e. Include the unliquidated obligations that will be expensed by the end of the reporting period.

**Confirm 10e. Federal share of expenditures** ✕

Does the amount entered into 10e (12,341) reflect the cumulative expenditures amount from the beginning of the project period to the end date of this SF-425 reporting period?



# Field 10e Validation

- **10e. Federal share of expenditures:** Please return to the 10e field and confirm the value reflects the cumulative expenditure amount. You must either change the value or Tab out of the field for the confirmation message to display.

10e will continue to display this error message if 10e is less than the previously reported 10e amount:

*"Federal share of expenditures should be a total of your allowable grantee expenses to-date. The current 10e amount is less than the previous reports value. Please ensure this amount is correct. If so, provide a required explanation in block 12-Additional Information."*

# Locate Submitted and Pending FFRs

Funded Award Information



Award Package	Award Conditions	Award Details	Award Attachments	Performance Management	Funding Balance and Availability	<a href="#">Federal Financial Report (FFR)</a>	Grant Award Modification (GAM)	Closeout
Report Number	Type of FFR	Reporting Period	Due Date of Report	Status				
<a href="#">FFR-672667</a>	Quarterly	Apr 1, 2020 to Jun 30, 2020	Jul 30, 2020	FFR-Delinquent				
<a href="#">FFR-672668</a>	Quarterly	Jul 1, 2020 to Sep 30, 2020	Oct 30, 2020	FFR-Delinquent				
<a href="#">FFR-672669</a>	Quarterly	Oct 1, 2020 to Dec 31, 2020	Jan 30, 2021	FFR-Delinquent				
<a href="#">FFR-672672</a>	Quarterly	Jan 1, 2021 to Mar 31, 2021	Apr 30, 2021	FFR-Delinquent				
<a href="#">FFR-672690</a>	Quarterly	Apr 1, 2021 to Jun 30, 2021	Jul 30, 2021	FFR-Delinquent				
<a href="#">FFR-672691</a>	Quarterly	Jul 1, 2021 to Sep 30, 2021	Oct 30, 2021	Open				
<a href="#">FFR-674600</a>	Final	Oct 1, 2021 to Dec 31, 2021	Apr 30, 2022	Open				

The background is a dark blue gradient with several white speech bubbles of varying sizes. Each bubble contains a large, bold, black question mark. The bubbles are scattered across the frame, with some being larger and more prominent than others. A solid yellow horizontal bar is positioned across the middle of the slide, containing the text 'Any Questions?'.

**Any Questions?**

# Monitoring



# Monitoring Activities

## Grant monitoring activities seek to:

- Verify that the recipient complies with the programmatic, administrative, and financial requirements
- Advocate responsible stewardship of awarded funds
- Verify that grant program or project implementation is consistent
- Provide guidance to recipients on policies and procedures, grant program requirements, general Federal regulations, basic programmatic, administrative, and financial reporting requirements



# Monitoring Dashboard

**JUSTgrants**  
JUSTICE GRANTS SYSTEM

Home  
Entity Profile  
Entity Users  
Entity Documents  
Applications  
Awards  
**Monitoring**  
Federal Forms  
Training Resources  
Privacy Policy

### Issues for Resolution - Grantee Action Required

ID	Issue Type	Associated Awards	Description	Initiated Date	Due Date	Status
ISS-82190	Administrative	15JOWW-22-GG-01813-STOP 15JOWW-22-GG-01816-STOP	test	5/5/23 12:50 PM	5/17/23 12:00 AM	Pending-Active

### Monitoring Cases

32 results

Rows: 1-10 [Export List](#)

Fiscal Year	Monitoring ID	Associated Awards	Monitoring Type	Monitoring Start Date	Monitoring End Date	DOJ Monitor	Status
> 2023	M-123400	15JOWW-22-GG-01813-STOP 15JOWW-22-GG-01816-STOP	Financial Remote In-Depth Monitoring	05/05/2023	05/12/2023	Correspondence Agent	Pending-OpenIFRs
> 2023	M-123390	15JOWW-22-GG-01816-STOP 15JOWW-22-GG-01817-STOP	Financial Desk Review	05/04/2023	05/11/2023	FinMoniReOCFO jgitsint	Pending-OpenIFRs
> 2023	M-123344	15JOWW-22-GG-02926-STOP	Programmatic Site Visit	05/01/2023		GrantsManaFirstSuperReOVWProg jgitsint	Pending-OpenIFRs
> 2023	M-123318	15JOWW-22-GG-02177-STOP	Programmatic Site Visit	04/24/2023		Daniel Blair	Pending-OpenIFRs




# Monitoring Dashboard

2023 [M-125634](#) 15JOVW-22-GG-01825-STOP Financial Remote In-Depth Monitoring 09/07/2023 09/22/2023 Correspondence Ag  
15PSMA-22-GG-01824-AWAX

### Monitoring Details

ID	Issue Type	Associated Awards	Description	Initiated Date	Due Date
<a href="#">ISS-85369</a>	Administrative	15PSMA-22-GG-01824-AWAX	test	9/6/23 1:51 PM	9/4/23 12:00 PM
<a href="#">ISS-85368</a>	Financial	15JOVW-22-GG-01825-STOP	Test	9/6/23 1:51 PM	9/14/23 12:00 PM





# Monitoring Case

**JUSTgrants**  
JUSTICE GRANTS SYSTEM

**Monitoring** (M-125058) PENDING-OPENFRS

UEI: EG980JOYVYMD  
Legal Entity Name: JGII Test Org26 Doing Business As: JGII Test Org26 Doing Business As

Upload Attachment Issue For Resolution Attachment External [Begin](#)

[CREATE MONITORING](#) [DOJ MONITOR](#) [REVIEW MONITORING](#) [ISSUE INIT / REV / RESLV](#) [CLOSE MONITORING](#)

**Information** Monitoring Details

**Monitoring Data**

Created Date 05/11/2023 Fiscal Year 2023 Monitoring Type Financial Desk Review Monitoring Start Date 05/11/2023 Monitoring End Date 05/13/2023

**Selected Award Count (2)**

Award Number	Office	Monitoring Priority	Current FY Plan	Solicitation Title	Award Amount	FFR Expenditure to Date	Project Period Start Date	Project Period End Date	Grant Manager
15PSMA-20-GG-00235-12	OJP - SMART	Pending	None	SMART FY 20 Support for Adam Walsh Act Implementation Grant Program	\$1,000.50		6/25/20	10/15/20	Mainul Islam
15PSMA-21-GG-00028-AWAX	OJP - SMART	Pending	None	SMART FY 21 Support for Adam Walsh Act Implementation Grant Program	\$1,000.00		1/1/20	11/30/20	GrantManaReSMART jgitsint

[Privacy Policy](#)

# Monitoring Case

**JUSTgrants**  
JUSTICE GRANTS SYSTEM

Monitoring (M-125058) **PENDING-OPENERS**  
UEI : EG980JOYVYMD  
Legal Entity Name : JGII Test Org26 Doing Business As: JGII Test Org26 Doing Business As

Upload Attachment Issue For Resolution Attachment External Begin

✓ CREATE MONITORING > ✓ DOJ MONITOR > ✓ REVIEW MONITORING > ISSUE INIT / REV / RESLV > CLOSE MONITORING

Information **Monitoring Details**

**Attachments**

Name	Associated Awards	Category	Uploaded By	Date
Monitoring Issues Identified that Require Resolution	No Items	Correspondence	FinMoniReOCFO jgtsint	5/11/2023 11:01 AM

**Issue for Resolution**

ID	Classification	Associated Awards	Description	Initiated Date	Due Date	Status	Attachments
ISS-85049	Financial	15PSMA-21-GG-00026-AWAX	test	05/11/2023	05/12/2023	Pending-Active	<a href="#">ISS-85049</a>

Privacy Policy



# Issue for Resolution

The screenshot displays the JUSTgrants Justice Grants System interface. On the left is a navigation sidebar with options: Home, Entity Profile, Entity Users, Entity Documents, Applications, Awards, Monitoring, Federal Forms, and Training Resources. The main content area is divided into two sections:

- Issues for Resolution - Grantee Action Required:** A table with columns: ID, Issue Type, Associated Awards, Description, Initiated Date, Due Date, and Status. A row is highlighted with a green box around the ID 'ISS-82190' and the Status 'Pending-Active'. A green arrow points from the 'Entity Documents' sidebar item to this row.
- Monitoring Cases:** A table with columns: Fiscal Year, Monitoring ID, Associated Awards, Monitoring Type, Monitoring Start Date, Monitoring End Date, DOJ Monitor, and Status. It shows 32 results with a pagination control set to '1-10' and an 'Export List' button.

At the bottom left, there is a 'Privacy Policy' link. At the bottom right, there is a gear icon for settings.



# Issue for Resolution

The screenshot displays the JUSTgrants Justice Grants System interface. The top left features the JUSTgrants logo and the text "JUSTICE GRANTS SYSTEM". A navigation sidebar on the left includes links for Home, Entity Profile, Entity Users, Entity Documents, Applications, Awards, Monitoring, Federal Forms, and Training Resources. The main content area shows a monitoring page for issue (M-87492). The issue details include: "Issue (ISS-22339) (EG980JOYVYMD) (PENDING-ACTIVE)", "Legal Entity Name (JGII Test Org26) Doing Business As: (JGII Test Org26 Doing Business As)", "Issue Type: Programmatic", "Initiation Date: 03/16/2023", and "Due Date: 05/25/2023". Below this, an "Assignments" table lists a task "Upload Attachment (Entity Grantee)" assigned to "Issue For Resolution Attachment External". A green arrow points to a "Begin" button. A progress bar at the bottom shows the current stage as "ENTITY GRANTEE", with "ISSUE REVIEW" and "ISSUE CLOSED" as subsequent stages. The "Information" tab is selected, showing the issue details again. A "Privacy Policy" link is at the bottom left, and a settings gear icon is at the bottom right.

Monitoring (M-87492)  
**Issue** (ISS-22339)  
(EG980JOYVYMD) (PENDING-ACTIVE)  
Legal Entity Name (JGII Test Org26) Doing Business As: (JGII Test Org26 Doing Business As)

**Issue Type:** Programmatic      **Initiation Date:** 03/16/2023      **Due Date:** 05/25/2023

**Assignments** View all

Task	Assigned to
Upload Attachment (Entity Grantee)	Issue For Resolution Attachment External <span style="float: right;"><a href="#">Begin</a></span>

ENTITY GRANTEE      ISSUE REVIEW      ISSUE CLOSED

Information    Audit    Issue Details

**Issue Type:** Programmatic      **Initiation Date:** 03/16/2023      **Due Date:** 05/25/2023

Privacy Policy ⚙️

# Issue for Resolution

The screenshot displays the JUSTgrants Justice Grants System interface. The left sidebar contains navigation options: Home, Entity Profile, Entity Users, Entity Documents, Applications, Awards, Monitoring (highlighted with a blue bar), Federal Forms (indicated by a green arrow), and Training Resources. The main content area shows an issue titled "Issue (ISS-22339) (EG980JOYVYMD) ()" with a "PENDING-ACTIVE" status. The issue is associated with the legal entity "JGII Test Org26" and is of the "Programmatic" type. Key dates are "Initiation Date: 03/16/2023" and "Due Date: 05/25/2023". A central instruction reads: "Attach documentation to verify compliance and satisfy the issue." Below this, a green-bordered box contains the following description: "Description: Transit Subsidy Program and Hybrid Onsite/Virtual Work - January-May 2023 2023-02-14 11:32:36 OJP's hybrid, onsite/virtual work model includes a Telework Pilot Project that allows employees to telework or work onsite, as needed. Participation in the subsidy program depends on whether employees telework or commute to work. Theme for Lesbian, Gay, Bisexual, Transgender, and Queer Pride Month 2022. 2022-09-26 09:17:38 Banner Presidential Proclamation on Lesbian, Gay, Bisexual, Transgender, Queer and Intersex Pride Month 2022 2022-09-26 09:17:37 announcement". At the bottom, another green-bordered box contains a checkbox and the text "Acknowledged receipt of this issue for resolution."





# Issue for Resolution

The screenshot displays the JUSTgrants Justice Grants System interface. The top left features the JUSTgrants logo and the text 'JUSTICE GRANTS SYSTEM'. A navigation sidebar on the left includes links for Home, Entity Profile, Entity Users, Entity Documents, Applications, Awards, Monitoring (highlighted), Federal Forms, and Training Resources. The main content area shows an 'Issue' (ISS-22339) with a 'PENDING-ACTIVE' status. Below the issue details, there is a checked checkbox for 'Acknowledged receipt of this issue for resolution.' and a 'Review Comments' table with one entry: 'Acknowledged' in both the 'Action' and 'Comments' columns. An 'Attachments' section is visible below the table. A modal dialog box titled 'Attach file(s)' is open in the center, featuring a dashed box for file upload, a paperclip icon, the text 'Drag and drop files here', the word 'or', a 'Select file(s)' button, and 'Cancel' and 'Attach' buttons at the bottom. At the bottom of the main content area, there is a table header with columns: Name, Category, Comment, Uploaded By, and Date. Below the header, it states 'No attachments'.

**JUSTgrants**  
JUSTICE GRANTS SYSTEM

Monitoring (M-07462)

**Issue** (ISS-22339)  
(EG980JOYVYMD) PENDING-ACTIVE  
Legal Entity Name: (JG|| Test Org26) Doing Business As: (JG|| Test Org26 Doing Business As)

Acknowledged receipt of this issue for resolution.

**Review Comments**

Action	Comments
Acknowledged	Acknowledged

**Attachments**

Attach file(s)

Drag and drop files here

or

Select file(s)

Cancel Attach

Name	Category	Comment	Uploaded By	Date
No attachments				

Privacy Policy



# Pending-Change Request

The screenshot displays the JUSTgrants Justice Grants System interface. The left sidebar contains navigation options: Home, Entity Profile, Entity Users, Entity Documents, Applications, Awards, Monitoring (highlighted), Federal Forms, and Training Resources. The main content area is divided into two sections:

- Issues for Resolution - Grantee Action Required:** A table with columns: ID, Issue Type, Associated Awards, Description, Initiated Date, Due Date, and Status. A green box highlights the title, and a green arrow points to the 'Pending-ChangeRequest' status in the second row.
- Monitoring Cases:** A table with columns: Fiscal Year, Monitoring ID, Associated Awards, Monitoring Type, Monitoring Start Date, Monitoring End Date, DOJ Monitor, and Status. It shows 103 results with a pagination control set to 1-10 rows and an 'Export List' button.

**Table 1: Issues for Resolution - Grantee Action Required**

ID	Issue Type	Associated Awards	Description	Initiated Date	Due Date	Status
ISS-22492	Programmatic	15JOVW-21-GG-00071-STOP	asdfasdsadf	4/19/23 12:13 PM	4/30/23 12:00 AM	Pending-ChangeRequest
ISS-22380	Financial	No items for the filters applied	test	3/24/23 2:43 PM	3/24/23 12:00 AM	Pending-ChangeRequest

**Table 2: Monitoring Cases**

Fiscal Year	Monitoring ID	Associated Awards	Monitoring Type	Monitoring Start Date	Monitoring End Date	DOJ Monitor	Status
2023	M-87951	15JOVW-20-GG-00577-SMAR 15PSMA-19-GG-00040-PRJH	Programmatic Site Visit	05/31/2023	08/30/2023	Job(CloseMonitoringProcessFAWs)	Resolved-Complete
2023	M-87942	15PSMA-19-GG-00037-AWAX	Programmatic Remote In-Depth Monitoring	05/18/2023	09/04/2023	Job(CloseMonitoringProcessFAWs)	Resolved-Complete
2023	M-90033	QATest1	Programmatic Remote In-Depth Monitoring	05/05/2023	05/08/2023	GrantsManaFirstSuperReBJA jgtsint	Pending-OpenIFRs
2023	M-90026	15PSMA-19-GG-00040-PRJH	Financial Site Visit	05/04/2023	05/24/2023	DM application administrator	Resolved-Complete

# Resources

# Justice Grants

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**The Justice  
Grants Website**

has so much  
more!

[Justicegrants.usdoj.gov/training](https://Justicegrants.usdoj.gov/training)

- Topic Specific Training Resources
- User Support Information
- News and Updates

# JustGrants Training Resources


## Organized by Topics



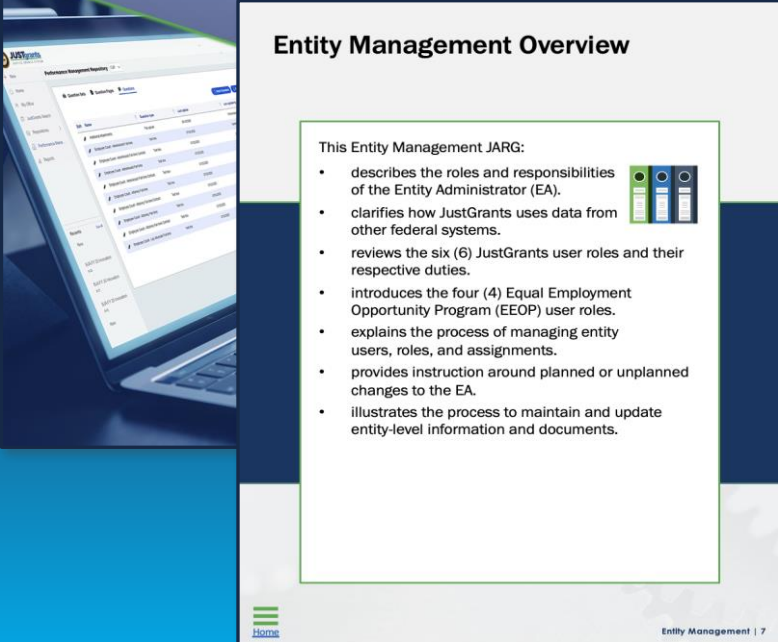
The screenshot shows the JustGrants website's Training Overview page. At the top, there is a navigation bar with links for 'About', 'Training', 'Resources', 'User Support', 'Library', and 'News & Updates'. Below the navigation, the page title 'Training Overview' is displayed. The main content area contains a paragraph about the Department of Justice (DOJ) providing self-guided eLearning videos and infographics. It also mentions 'Virtual Q&A Sessions' and provides contact information for the JustGrants Training team and User Support.

 <b>Entity Management</b>	 <b>Entity User Experience</b>	 <b>Application Submission</b>
 <b>Grant Award Acceptance</b>	 <b>Award Management</b>	 <b>Grant Award Modifications</b>
 <b>Financial Reporting</b>	 <b>Performance Reporting</b>	 <b>Monitoring</b>
 <b>Closeout</b>	 <b>Virtual Q&amp;A Sessions</b>	 <b>Resources</b>

## Job Aid Reference Guides



The cover of the 'Entity Management Job Aid Reference Guide' features the JustGrants logo and a user profile icon for an 'Entity Administrator' with the role 'Role'. The title 'Entity Management' is prominently displayed, with 'Job Aid Reference Guide' underneath.



The content page is titled 'Entity Management Overview' and lists the following points:

- This Entity Management JARG:
  - describes the roles and responsibilities of the Entity Administrator (EA).
  - clarifies how JustGrants uses data from other federal systems.
  - reviews the six (6) JustGrants user roles and their respective duties.
  - introduces the four (4) Equal Employment Opportunity Program (EEO) user roles.
  - explains the process of managing entity users, roles, and assignments.
  - provides instruction around planned or unplanned changes to the EA.
  - illustrates the process to maintain and update entity-level information and documents.



# JustGrants *Technical Support*

Applicants and award recipients that need technical support or need to report issues with JustGrants should contact:

## Contact Information

### COPS and OJP

JustGrants.Support@usdoj.gov

*Or*

(833) 872-5175

*Monday – Friday: 7:00 AM and 9:00 PM ET  
Weekends & Federal holidays: 9:00 AM to 5:00 PM ET*

### OVW

OVW.JustGrantsSupport@usdoj.gov

*Or*

(866) 655-4482

*Monday – Friday: 7:00 AM and 5:00 PM ET*



# Upcoming Sessions



[JUSTICEGRANTS.USDOJ.GOV/Training/training-virtual-sessions](https://JUSTICEGRANTS.USDOJ.GOV/Training/training-virtual-sessions)



Post-Award Management: **MONDAYS** from 1:00 PM to 2:30 PM

*KEY AUDIENCE: Grant Award Administrators, Entity Administrators, Financial Managers*



Entity Management: **TUESDAYS** from 2:00 PM to 3:00 PM

*KEY AUDIENCE: Entity Administrators*



Application Mechanics: **WEDNESDAYS** from 2:30 PM to 4:30 PM

*KEY AUDIENCE: Entity Administrators, Application Submitters, Authorized Representatives*



Award Acceptance: **THURSDAYS** from 2:00 PM to 3:00 PM

*KEY AUDIENCE: Entity Administrators, Authorized Representatives*

The background is a dark blue gradient with several white speech bubbles of varying sizes. Each bubble contains a large, bold, black question mark. The bubbles are scattered across the frame, with some being larger and more prominent than others. A solid yellow horizontal bar is positioned across the middle of the image, containing the text 'Questions?'.

**Questions?**



**Thank you!**

*Please complete the survey that  
is provided to you.*

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**JUSTgrants**  
JUSTICE GRANTS SYSTEM



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