



Financial Management Training

JustGrants Breakout Session

Financial Management Training Resources

<https://gfmts.training.ojp.gov/agenda.html>



The screenshot shows the website for the 2025 Financial Management Training. The header includes the Department of Justice logo and the title "2025 Financial Management Training". Below the header is a navigation menu with links for Home, General Information, Agenda, Logistics & Hotel Information, Basic Trainings, and Advanced Trainings. The main content area is titled "Agenda" and lists two seminars:

- Advanced Training Seminar:**
 - Limited Scope Review/Purpose of Financial Monitoring
 - Risk Assessment
 - Performing a Desk Review
 - Budget to Actual/Exercise
 - Performance of an On-Site Review
 - Indirect Costs
 - Cost Allocation Plan
- Basic Training Seminar:**
 - Federal Budget Process
 - Financial Management Systems
 - Common Rules
 - Code of Federal Regulations/2 CFR

A text box on the right side of the agenda page states: "Each Financial Management Training Seminar features a slide presentation. We offer seminar participants the PowerPoint presentation slides that will be used during the two days of training."

Scan the QR Code below to complete the survey at the end of the session!





Agenda

Roles

Federal Financial
Reports (FFRs)

Monitoring

Closeout

JustGrants Resources

The background features a complex, abstract pattern of blue and white. It consists of numerous thin, wavy lines that create a sense of depth and movement, resembling a topographic map or a digital data visualization. Scattered throughout the scene are small, light-colored diamond shapes, some of which are slightly blurred, giving the impression of a starry field or a digital space. The overall color palette is dominated by various shades of blue, from deep navy to bright cyan, with white highlights.

Roles



Just Grants Roles

**Entity
Administrator**



**Authorized
Representative**



**Application
Submitter**



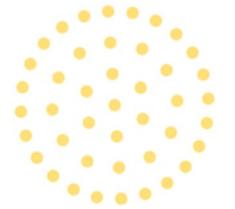
**Grant Award
Administrator**



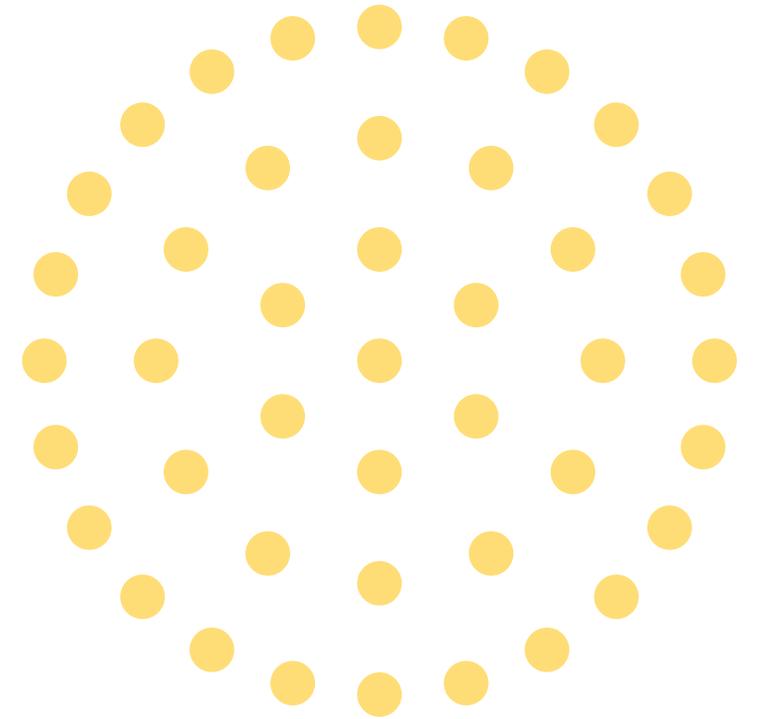
**Alternate
Grant Award
Administrator**



**Financial
Manager**

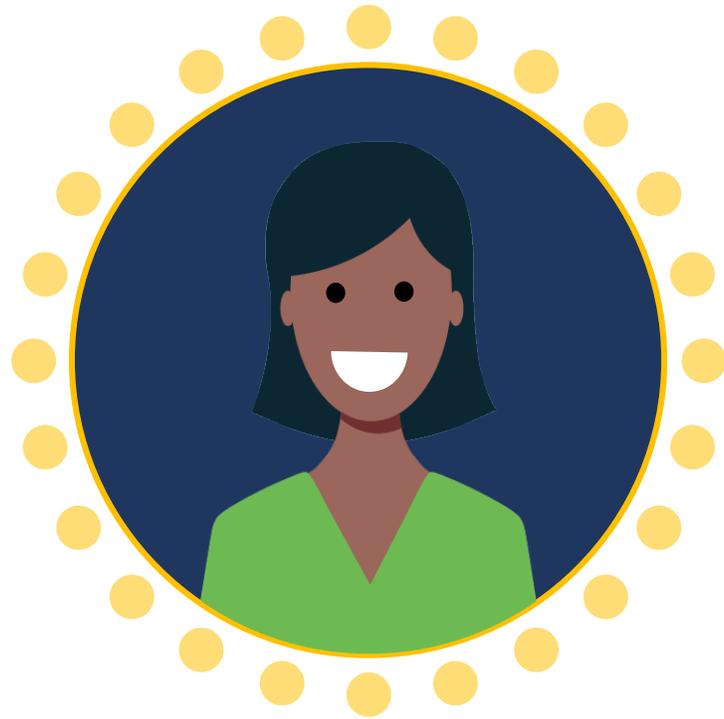


Entity Administrator



Entity
Administrator
Role



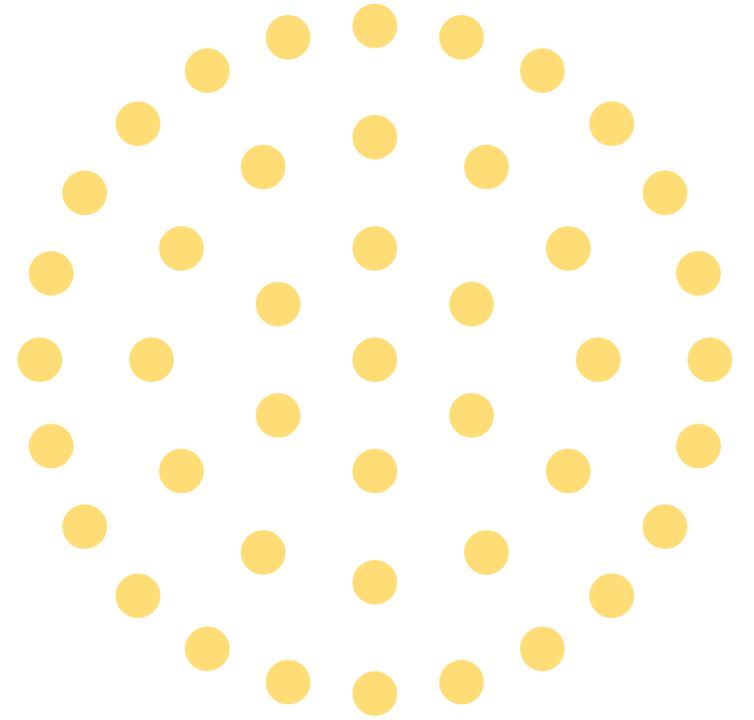


One (1) per entity

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**



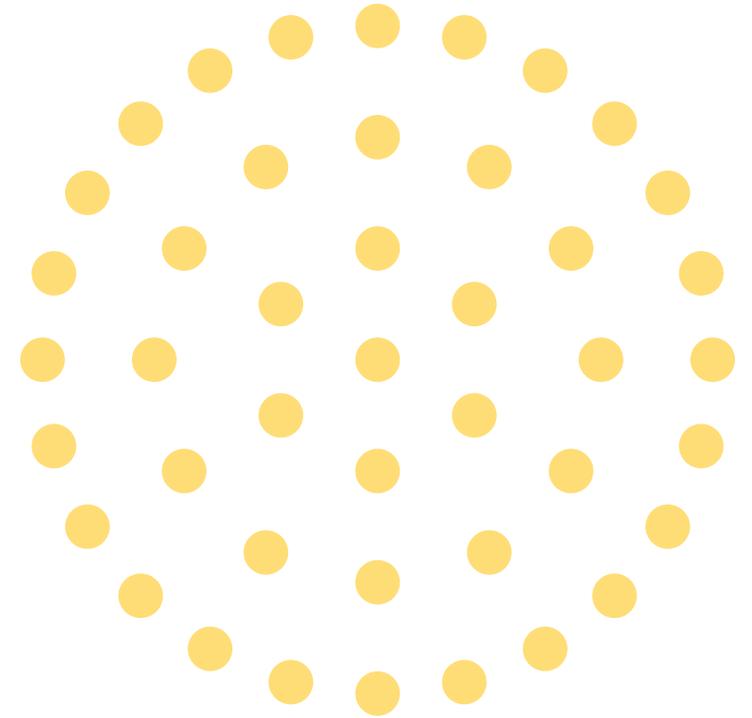


1-2 per application/award

Authorized Representative

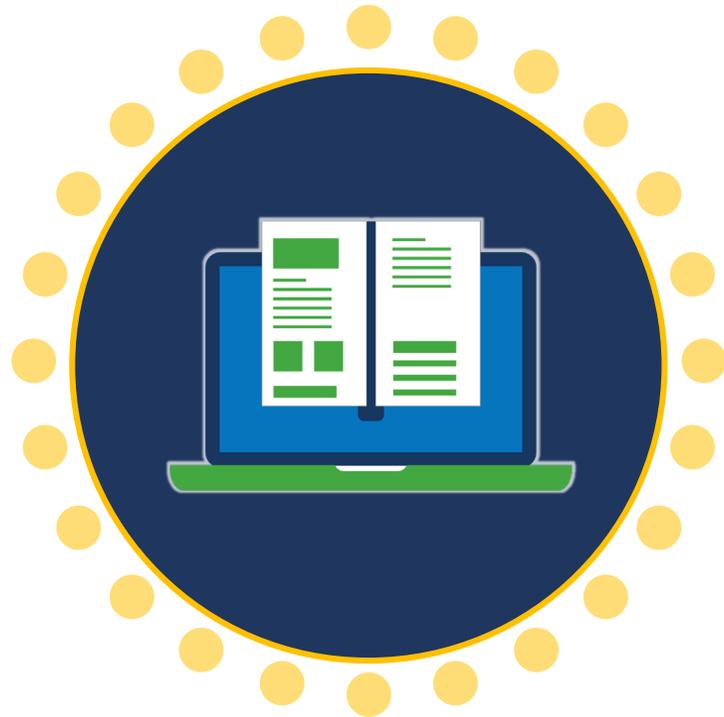
Accepts or declines awards on behalf of an entity. Must have legal authority to enter into contracts, grants, and cooperative agreements with the federal government on behalf of the entity.

Application Submitter



Application Submitter Role



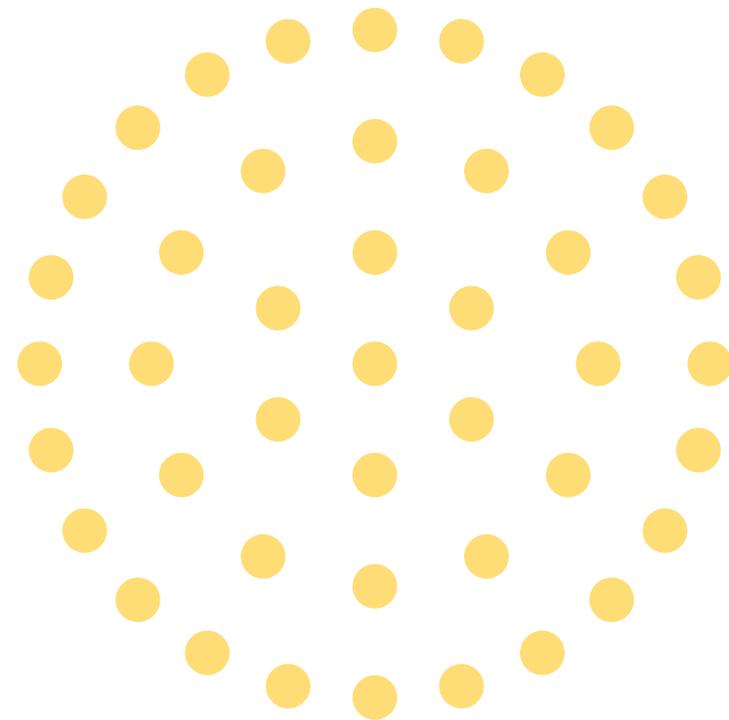


Application **Submitter**

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

One to three (1-3) per application

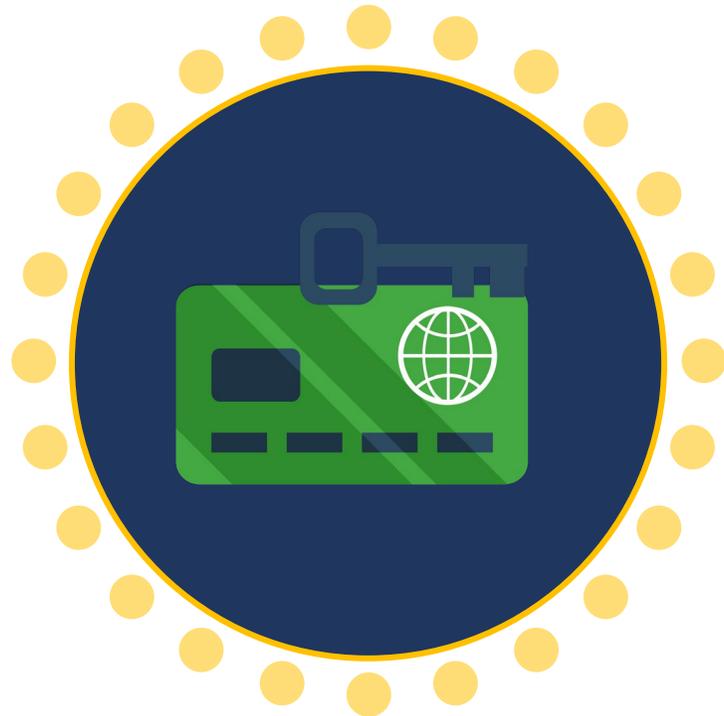
Grant Award Administrator



Grant Award Administrator Role



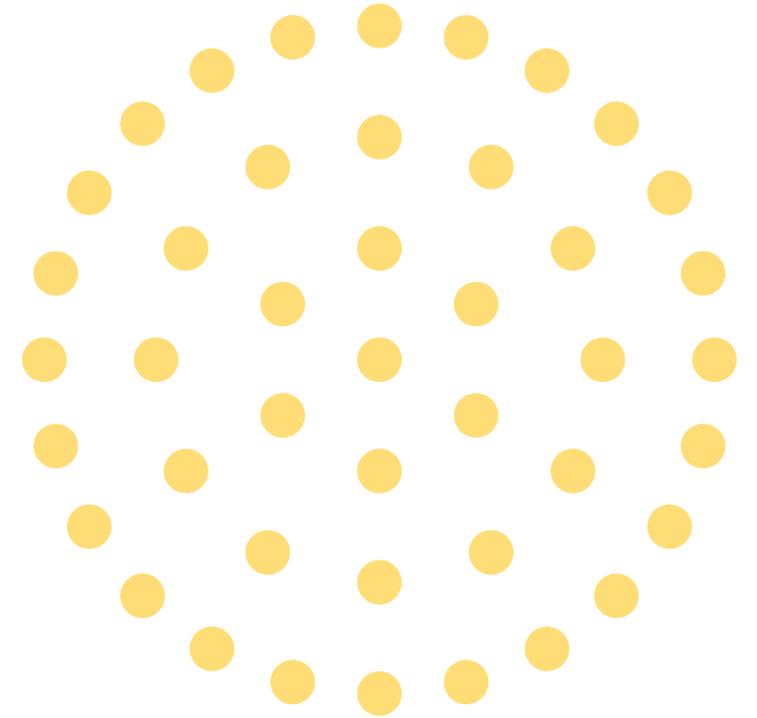
Grant Award Administrator



One (1) per award

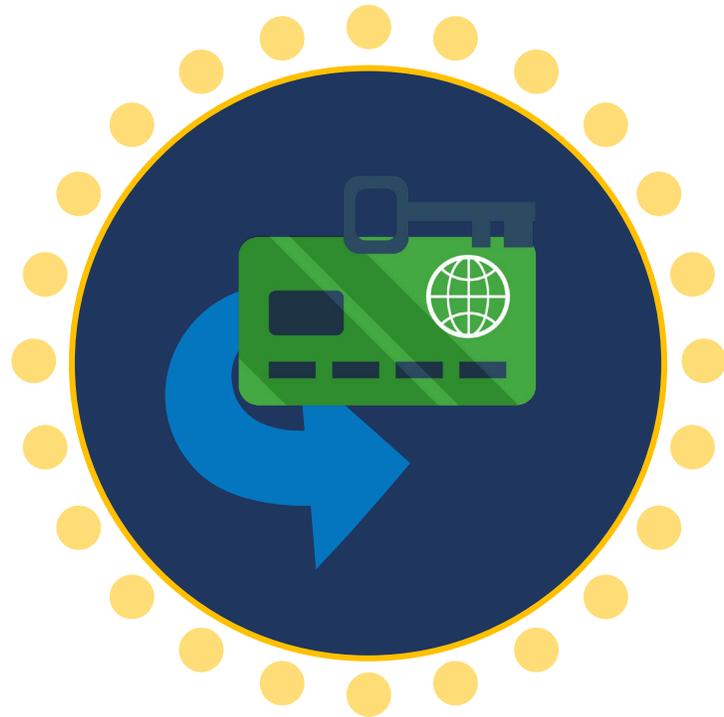
Submits programmatic award requirements including Performance Reports (PRs), Grant Award Modifications (GAMs), and portions of the Closeout.

Alternate
Grant Award
Administrator



Alternate
**Grant Award
Administrator
Role**



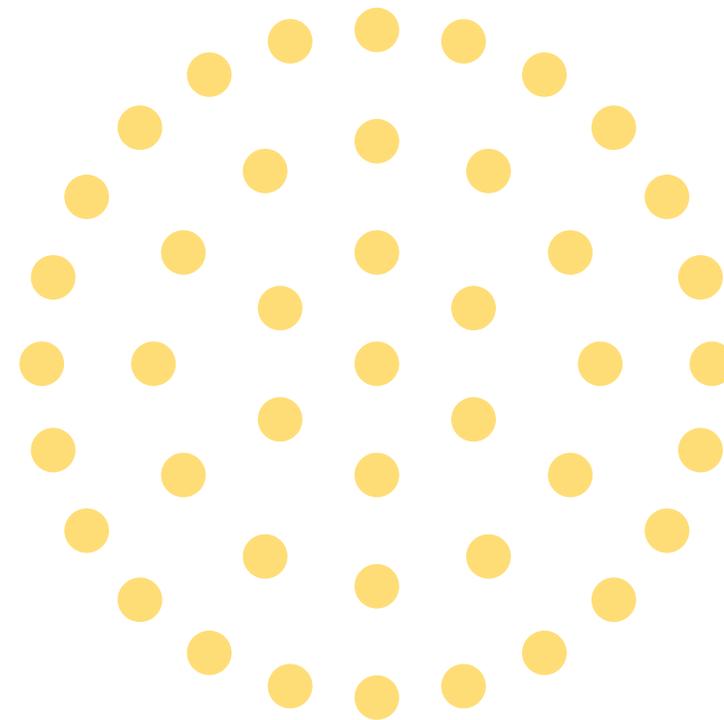


1 per award (optional)

Alternate Grant Award Administrator

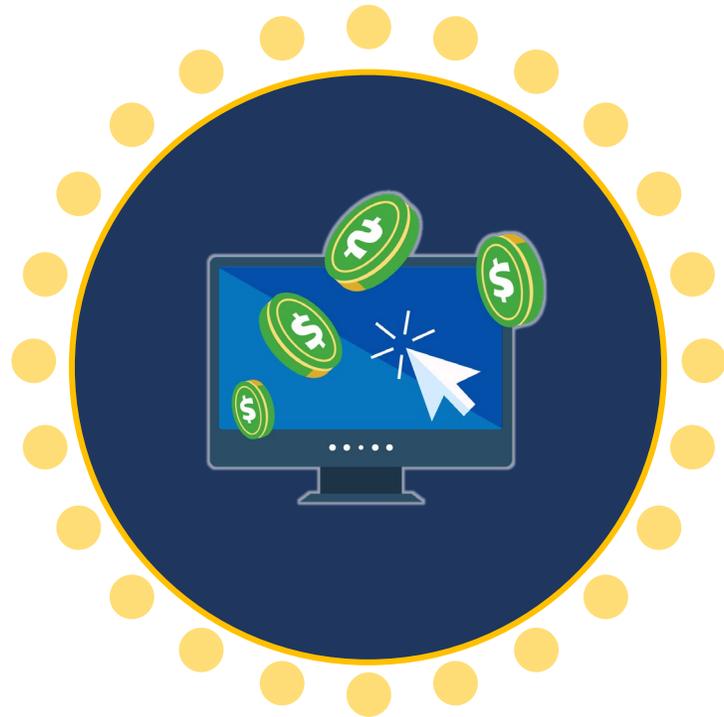
Supports the Grant Award Administrator in completing programmatic award requirements including submitting GAMs, deliverables, and assigned PRs.

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

Entity Administrator	Manages entity user's role assignments.
Read-Only User	Views entity reports.
User	Assists in completing Equal Employment Opportunity Plan (EEOP) reports. However, an EEOP user cannot sign and submit EEOP reports.
Implementation Authority	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 in the middle of the slide, containing the word "Questions" in a bold, black, sans-serif font.

Questions

The background features a complex, abstract pattern of blue and white. It consists of numerous thin, wavy lines that create a sense of depth and movement, resembling a topographical map or a digital data visualization. Scattered throughout the scene are small, light-colored diamond or square shapes, some of which are slightly blurred, giving the impression of a starry field or a digital space. The overall color palette is dominated by various shades of blue, from deep navy to bright, almost white highlights.

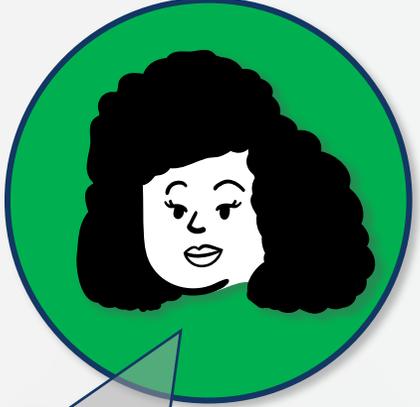
Federal Financial Reports

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.

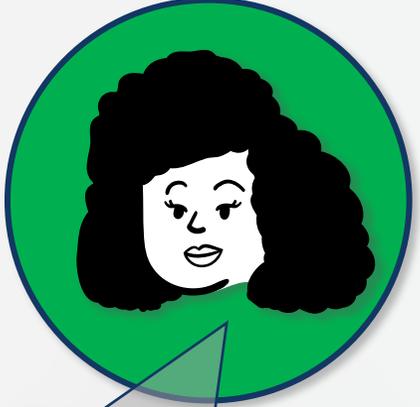
Financial Managers can also find, complete, and submit FFRs from the Funded Award.

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.

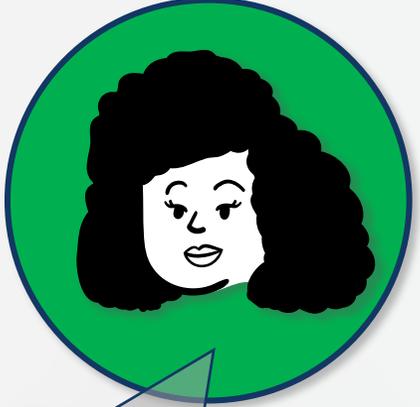
In the Assignments section, select the Begin button for the FFR that needs to be completed.

Financial Reports

Locate & Submit



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



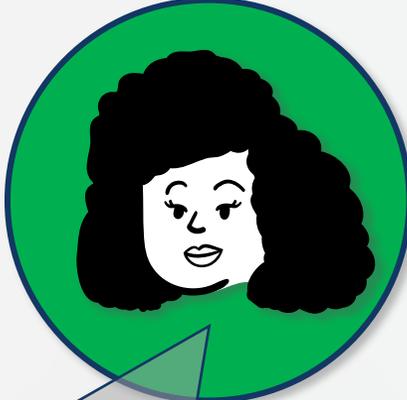
The FM can only re-open reports from the most recent FFR quarterly reporting period, and only when the FFR shows a status of **Resolved-Completed**. Navigate to the Funded Award. Select ***View Case*** for the FFR needing an edit.

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

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

2. Federal Grant Or Other identifying number: 15J0VW-22-GG-03343-STOP
This is the grant number assigned to the award for this program.

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

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.

∨ 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.

∨ 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

∨ 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.

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. Indirect Cost Rate(s)	11b. Rate	11c. Period From	11c. Period To	11d. Base	11e. Amount Charged	11f. Federal Share

[+ Add item](#) [X Delete](#)

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 for the reporting period.

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	Federal Financial Report (FFR)	Grant Award Modification (GAM)	Closeout
Report Number	Type of FFR	Reporting Period	Due Date of Report	Status				
FFR-672667	Quarterly	Apr 1, 2020 to Jun 30, 2020	Jul 30, 2020	FFR-Delinquent				
FFR-672668	Quarterly	Jul 1, 2020 to Sep 30, 2020	Oct 30, 2020	FFR-Delinquent				
FFR-672669	Quarterly	Oct 1, 2020 to Dec 31, 2020	Jan 30, 2021	FFR-Delinquent				
FFR-672672	Quarterly	Jan 1, 2021 to Mar 31, 2021	Apr 30, 2021	FFR-Delinquent				
FFR-672690	Quarterly	Apr 1, 2021 to Jun 30, 2021	Jul 30, 2021	FFR-Delinquent				
FFR-672691	Quarterly	Jul 1, 2021 to Sep 30, 2021	Oct 30, 2021	Open				
FFR-674600	Final	Oct 1, 2021 to Dec 31, 2021	Apr 30, 2022	Open				

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

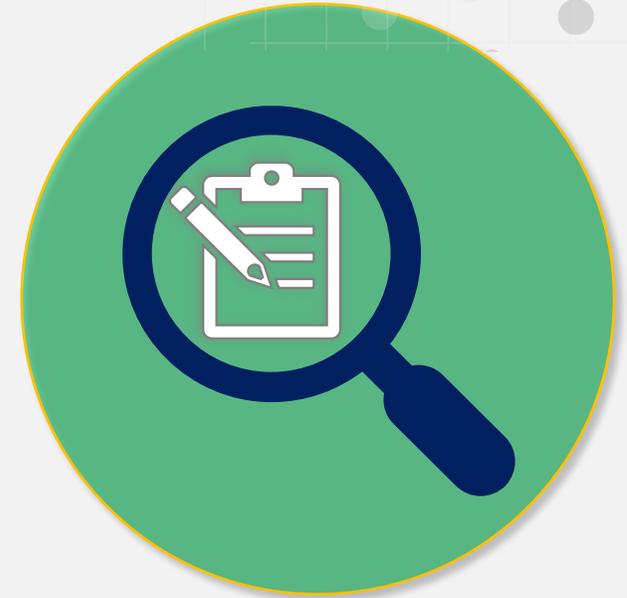
Any Questions?



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	15JOVW-22-GG-01813-STOP 15JOVW-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	15JOVW-22-GG-01813-STOP 15JOVW-22-GG-01816-STOP	Financial Remote In-Depth Monitoring	05/05/2023	05/12/2023	Correspondence Agent	Pending-OpenIFRs
2023	M-123390	15JOVW-22-GG-01816-STOP 15JOVW-22-GG-01817-STOP	Financial Desk Review	05/04/2023	05/11/2023	FinMoniReOCFO jgitsint	Pending-OpenIFRs
2023	M-123344	15JOVW-22-GG-02926-STOP	Programmatic Site Visit	05/01/2023		GrantsManaFirstSuperReOVWProg jgitsint	Pending-OpenIFRs
2023	M-123318	15JOVW-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
ISS-85369	Administrative	15PSMA-22-GG-01824-AWAX	test	9/6/23 1:51 PM	9/4/23 12:00 PM
ISS-85368	Financial	15JOVW-22-GG-01825-STOP	Test	9/6/23 1:51 PM	9/14/23 12:00 PM





Monitoring Case

The screenshot displays the JUSTgrants Justice Grants System interface. The top left features the JUSTgrants logo and a navigation sidebar with options like Home, Entity Profile, Entity Users, Entity Documents, Applications, Awards, Monitoring, Federal Forms, and Training Resources. The main content area shows a monitoring case for M-125058, which is in a 'PENDING-OPEN/FRS' status. The case details include UEI: EG980JOYVYMD and Legal Entity Name: JGII Test Org26. A progress bar indicates the current step is 'DOJ MONITOR', with previous steps 'CREATE MONITORING' and 'REVIEW MONITORING' completed. A green arrow points to the 'Information' tab in the 'Monitoring Details' section. Below this, the 'Monitoring Data' section shows the case was created on 05/11/2023 for fiscal year 2023, with a monitoring start date of 05/11/2023 and an end date of 05/13/2023. The 'Selected Award Count (2)' section contains a table with two rows of award data.

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

Monitoring Case

JUSTgrants
JUSTICE GRANTS SYSTEM

Monitoring (M-125058) PENDING-OPEN/RES

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	ISS-85049

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, Federal Forms, and Training Resources. The main content area is divided into two sections.

Issues for Resolution - Grantee Action Required

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

Monitoring Cases

32 results

Navigation: << < 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	15JOVW-22-GG-01813-STOP 15JOVW-22-GG-01816-STOP	Financial Remote In-Depth Monitoring	05/05/2023	05/12/2023	Correspondence Agent	Pending-OpenIFRs
2023	M-123390	15JOVW-22-GG-01816-STOP 15JOVW-22-GG-01817-STOP	Financial Desk Review	05/04/2023	05/11/2023	FinMonReOCFO jgtsint	Pending-OpenIFRs
2023	M-123344	15JOVW-22-GG-02926-STOP	Programmatic Site Visit	05/01/2023		GrantsManaFirstSuperReOVWProg jgtsint	Pending-OpenIFRs
2023	M-123318	15JOVW-22-GG-02177-STOP	Programmatic Site Visit	04/24/2023		Daniel Blair	Pending-OpenIFRs

Privacy Policy



Issue for Resolution

The screenshot displays the JUSTgrants Justice Grants System interface. The top left features the JUSTgrants logo and a navigation sidebar with options: 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 (ISS-22339) (EG980JOYVYMD) with a 'PENDING-ACTIVE' status. The issue is for 'Legal Entity Name (JGII Test Org26) Doing Business As: (JGII Test Org26 Doing Business As)'. Key details include 'Issue Type: Programmatic', 'Initiation Date: 03/16/2023', and 'Due Date: 05/25/2023'. An 'Assignments' table lists a task 'Upload Attachment (Entity Grantee)' assigned to 'Issue For Resolution Attachment External', with a 'Begin' button highlighted by a green box and a green arrow. Below the table is a progress bar with stages: ENTITY GRANTEE, ISSUE REVIEW, and ISSUE CLOSED. At the bottom, there are tabs for 'Information', 'Audit', and 'Issue Details', and a summary box repeating the issue type, initiation date, and due date. A 'Privacy Policy' link is in the bottom left, and a settings gear icon is in the bottom right.

JUSTgrants
JUSTICE GRANTS SYSTEM

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 Begin

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 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 with a blue bar), Federal Forms (indicated by a green arrow), and Training Resources. The main content area shows a monitoring record for 'Monitoring (M-87492)' with an 'Issue (ISS-22339)' in a 'PENDING-ACTIVE' status. The issue is associated with 'Legal Entity Name (JGII Test Org26) Doing Business As: (JGII Test Org26 Doing Business As)'. Key details include 'Issue Type: Programmatic', '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 three entries: 'Description: Transit Subsidy Program and Hybrid Onsite/Virtual Work - January-May 2023' (dated 2023-02-14 11:32:36), 'Theme for Lesbian, Gay, Bisexual, Transgender, and Queer Pride Month 2022' (dated 2022-09-26 09:17:38), and 'Banner Presidential Proclamation on Lesbian, Gay, Bisexual, Transgender, Queer and Intersex Pride Month 2022 announcement' (dated 2022-09-26 09:17:37). At the bottom, another green-bordered box contains an unchecked checkbox and the text 'Acknowledged receipt of this issue for resolution.' The bottom left corner has a 'Privacy Policy' link, and the bottom right corner has a settings gear icon.

JUSTgrants
JUSTICE GRANTS SYSTEM

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

Attach documentation to verify compliance and satisfy the issue.

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

Acknowledged receipt of this issue for resolution.

Privacy Policy



Issue for Resolution

The screenshot displays the JUSTgrants Justice Grants System interface. The main content area shows an 'Issue (ISS-22339)' with a status of 'PENDING-ACTIVE'. The legal entity name is '(JGII Test Org26) Doing Business As: (JGII Test Org26 Doing Business As)'. A checkbox is checked for 'Acknowledged receipt of this issue for resolution.' Below this is a 'Review Comments' table with one entry: 'Acknowledged' in the 'Action' column and 'Acknowledged' in the 'Comments' column. An 'Attachments' section is visible below the table, showing 'No attachments'. An 'Attach file(s)' dialog box is open in the foreground, 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, a 'Cancel' button, and an 'Attach' button. The left sidebar contains navigation links: Home, Entity Profile, Entity Users, Entity Documents, Applications, Awards, Monitoring (highlighted), Federal Forms, and Training Resources. The top right corner has notification and help icons. A 'Privacy Policy' link is at the bottom left, and a settings gear icon is at the bottom right.

JUSTgrants
JUSTICE GRANTS SYSTEM

Monitoring (M-27492)

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

Acknowledged receipt of this issue for resolution.

Review Comments

Action	Comments
Acknowledged	Acknowledged

Attachments

No attachments

Attach file(s)

Drag and drop files here

or

Select file(s)

Cancel Attach

Name Category Comment Uploaded By Date

Privacy Policy



Pending-Change Request

JUSTgrants
JUSTICE GRANTS SYSTEM

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

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

Monitoring Cases

103 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-87951	15JOVW-20-GG-00577-SMAR 15PSMA-19-GG-00040-PRJH	Programmatic Site Visit	05/31/2023	06/30/2023	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
		15JOVW-22-GK-00884-CAMP 15JOVW-22-GK-00891-STOP					

Privacy Policy

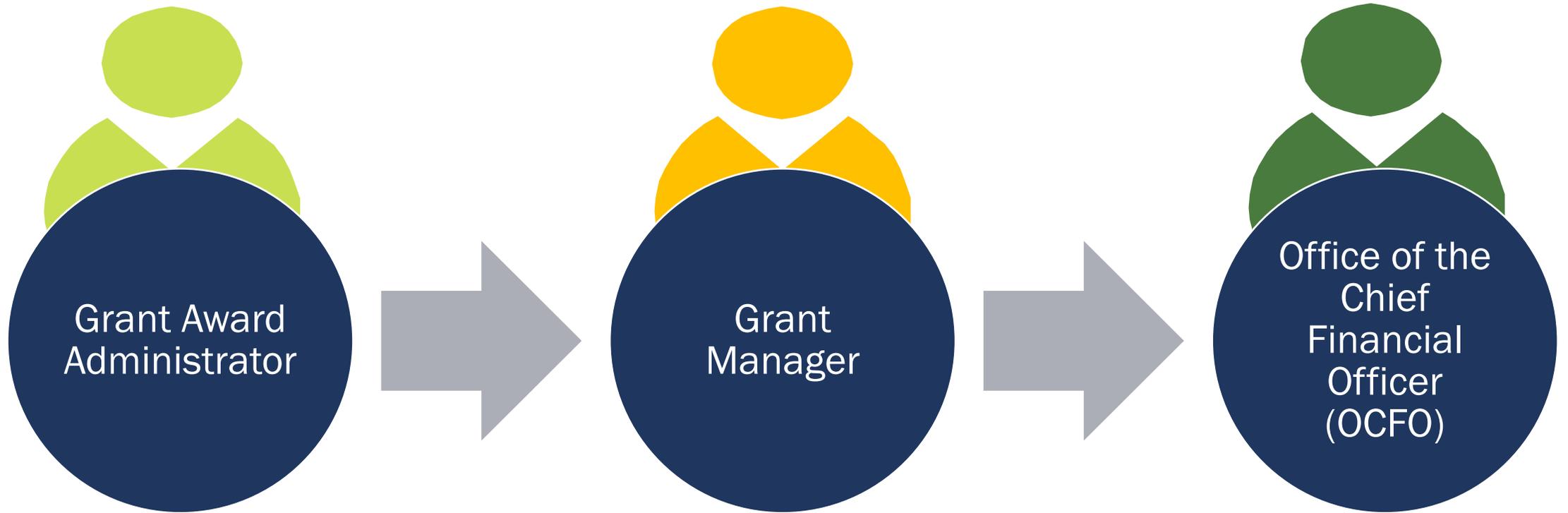
The background is a dark blue gradient with several white speech bubbles of varying sizes. Some of these bubbles contain a large, bold question mark. The overall theme is related to questions and inquiry.

Monitoring Questions

The background features a complex, abstract pattern of blue and white. It consists of numerous thin, wavy lines that create a sense of depth and movement, resembling a topographical map or a digital data visualization. Scattered throughout the scene are small, white diamond-shaped elements, some of which are slightly blurred, giving the impression of a starry field or a digital particle simulation. The overall color palette is dominated by various shades of blue, from deep navy to bright cyan, with white highlights.

Closeout

Closeout Requirements (Who)



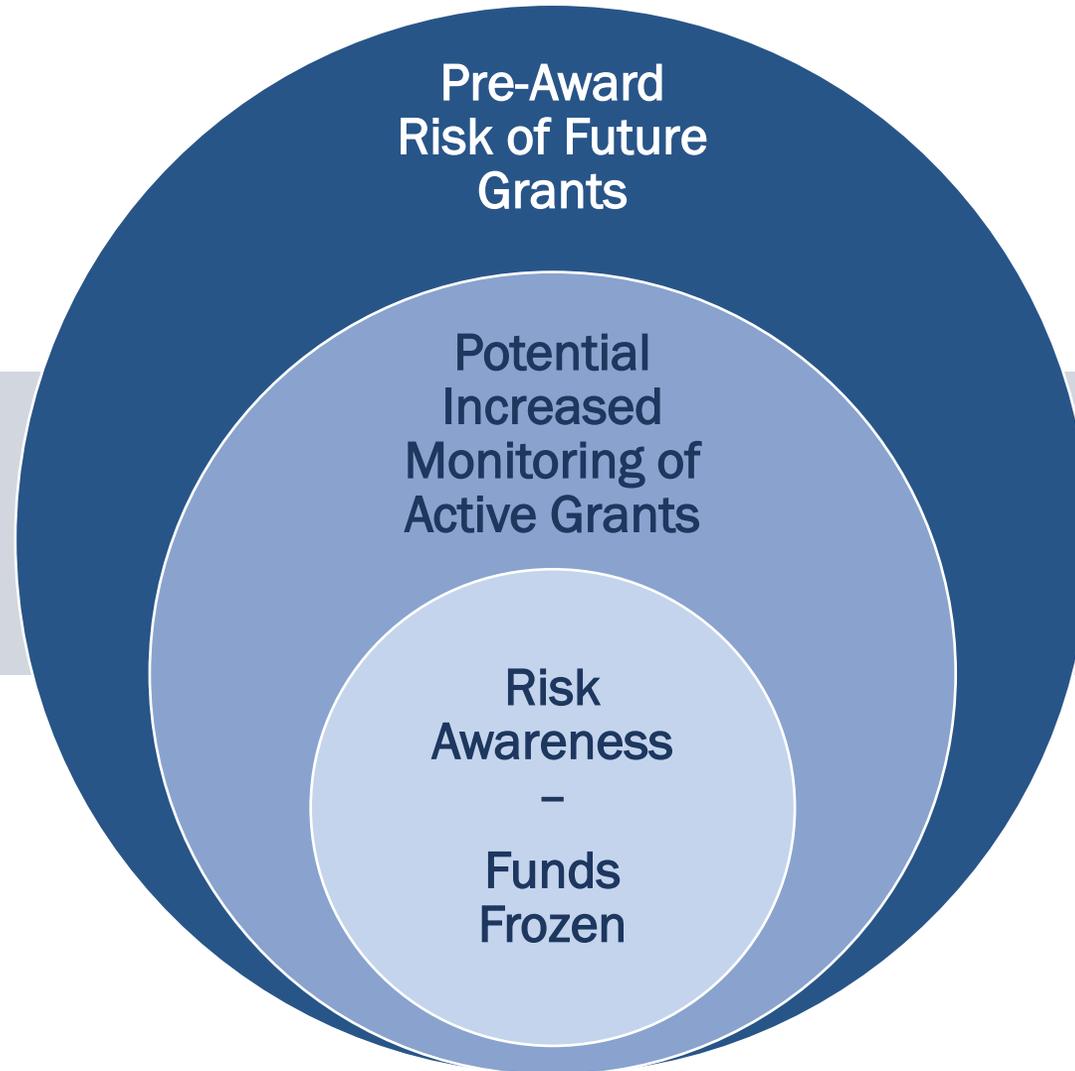


Closeout Timeframes (When)

120 days after grant end date	150 days after grant end date	210 days after grant end date
The Grant Manager works with the recipient to submit all closeout documents and complete all closeout requirements.	The program office submits the approved closeout package to the OCFO Control Desk .	The OCFO Control Desk completes the financial review and the award closeout processes.



Non-Compliance (Why)



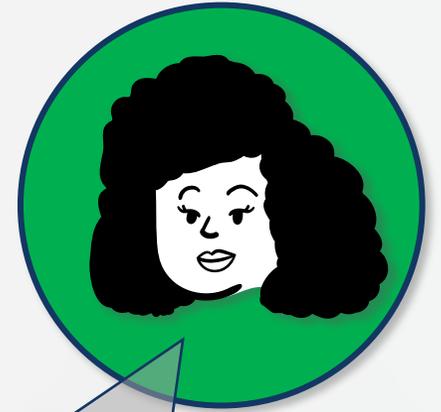


Six (6) Closeout Requirements (What)

- Final Performance Report (PR)
- Final Federal Financial Report (FFR)
- Financial Reconciliation
- Award Condition Compliance
- Award Deliverables
- Grant Award Modification *(if pending)

Closeout

Locate & Submit



A closeout will appear in the assigned GAA's worklist one day after the project period due date.

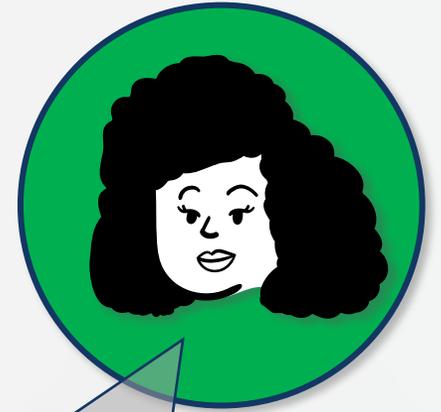


When does a closeout appear in the worklist?

Closeouts are submitted by the GAA.

Closeout

Locate & Submit



Why can't I view
the financial
reconciliation?

A final FFR needs to be
submitted and have a
resolved-completed
status to view the
financial reconciliation.

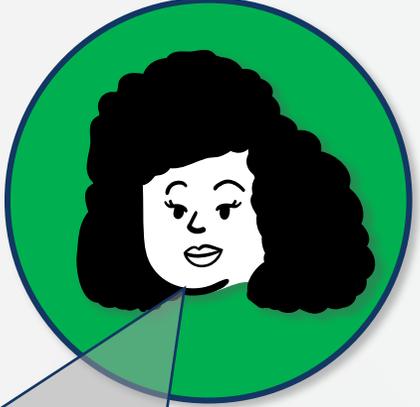
Closeouts are submitted by the GAA.

Closeout

Locate & Submit



Can I submit a Closeout prior to the award project period end date?



Yes. Navigate to the Funded Award via the Awards tab and select the Begin button on the programmatic task line. Select the Closeout tab and then select the blue Initiate Closeout Button.

The background of the slide is a dark blue gradient. It is decorated with several white speech bubbles of various sizes. Many of these bubbles contain a large, bold question mark. The bubbles are scattered across the page, with some appearing larger and more prominent than others, creating a sense of depth and focus on the theme of questions.

Closeout Questions

Closeout Submission (Where)



When processing a **Closeout** in JustGrants, you can immediately access:

- the application;
- FFRs (SF-425) associated with the award;
- PRs associated with the award;
- GAMs.

The **Grant Award Administrator** completes the **Closeout** by doing the following:

- *Generate a Closeout prior to the award end date, if needed*
- *Review the requirements*
- *Submit the financial reconciliation from the **Closeout** screen*
- *Add comments*
- *Add attachments*
- *Submit the Closeout package*
- *Review Closeout cases specifically assigned to them*



Closeout Submission (How)

JUSTgrants JUSTICE GRANTS SYSTEM

Welcome justgrants026.grantawardadmin jgitsext

Alerts (0)
No data to display

My Worklist

50 results [Export List](#)

Case ID	Date Due	Urgency	Case Type	Case Status	Last Updated
FAW-307389	07/22/2022	Due In 1 Day	Closeout	Submitted	03/24/2022 02:00 AM
FAW-307513	07/23/2022	Due In 2 Days	Closeout	Submitted	03/25/2022 02:00 AM
FAW-307390	07/24/2022	Due In 3 Days	Closeout	Submitted	03/26/2022 02:00 AM
FAW-307486	07/24/2022	Due In 3 Days	Closeout	Submitted	03/26/2022 02:00 AM
FAW-307300	07/26/2022	Due In 5 Days	Closeout	Submitted	03/28/2022 02:00 AM
FAW-307523	07/28/2022	Due In 7 Days	Closeout	Submitted	03/30/2022 02:00 AM
FAW-307724	07/29/2022	Due In 8 Days	Closeout	Submitted	03/31/2022 02:00 AM
FAW-307734	07/29/2022	Due In 8 Days	Closeout	Submitted	03/31/2022 02:00 AM
FAW-307434	07/29/2022	Due In 8 Days	Closeout	Submitted	03/31/2022 02:00 AM
FAW-307673	07/30/2022	Due In 9 Days	Closeout	Submitted	04/01/2022 02:00 AM
FAW-307654	07/30/2022	Due In 9 Days	Closeout	Submitted	04/01/2022 02:00 AM
FAW-307649	07/30/2022	Due In 9 Days	Closeout	Submitted	04/01/2022 02:00 AM
FAW-307627	07/30/2022	Due In 9 Days	Closeout	Submitted	04/01/2022 02:00 AM
FAW-307598	07/30/2022	Due In 9 Days	Closeout	Submitted	04/01/2022 02:00 AM
FAW-307167	07/30/2022	Due In 9 Days	Closeout	Submitted	04/01/2022 02:00 AM
FAW-307520	07/30/2022	Due In 9 Days	Closeout	Submitted	04/01/2022 02:00 AM
FAW-307454	07/30/2022	Due In 9 Days	Closeout	Submitted	04/01/2022 02:00 AM

Closeout Submission (How) (cont.)

JUSTgrants
JUSTICE GRANTS SYSTEM

Closeout
(15PSMA-24-GG-00408-AWAX) **PENDING-INITIATECLOSEOUT**
Awarded Entity Legal Name: (JGII Test Org25) Doing Business As: (JGII Test Org25)

ASAP Account is in Suspend status. Drawdown is not available. For more information, view the Funding Balance and Availability tab.

> 360 Grant Lifecycle View (O-SMART-2024-326571-DEV)

Closeout Type *

Requirements

Requirement	Status	Last Submission Date
Final Federal Financial Report	Incomplete	—
Financial Reconciliation	Incomplete	—
Final Performance Report	Incomplete	—
Grant Award Modification	Incomplete	—
Award Conditions	Case ID GAM-261068	Status Pending Approval
Deliverables		—

Comments

Comments History

Comment Date Time	Commented By	Comments
No items		

Closeout Submission Error (How) (cont.)

JUSTgrants
JUSTICE GRANTS SYSTEM

Closeout
(15PSMA-24-GG-00408-AWAX) **FUNDING-INITIATE-CLOSEOUT**
Awarded Entity Legal Name: (JGII Test Org)25 | Doing Business As: (JGII Test Org)25

ASAP Account is in Suspend status. Drawdown is not available. For more information, view the Funding Balance and Availability tab.

> 360 Grant Lifecycle View (O-SMART-2024-326571-DEV)

Close Out: Error: Please ensure all outstanding GAMs are resolved prior to submitting closeout.

Project Title: Ash Test Data | Federal Award Amount: \$654.00
Project Period: 1/1/23 - 3/26/24 | Program Office: SMART
Managing Office: OJP | DUNS: 000000000
DOJ Grant Manager: GrantMenaRe-SMART_jtsint | UEI: QPN9YBJG29PZ
Grant Award Administrator: Jennifer (GAA) Tyson | TIN: *****0000
FAW Case ID: FAW-412756 | High Risk Flag: No

Closeout Initiate Review
DUE IN 1 MONTH & DAYS FROM NOW

Closeout Type =
Compliant

Requirements

Requirement	Status	Last Submission Date
Final Federal Financial Report	Incomplete	---
Financial Reconciliation	Incomplete	---

Close Out: Error: Please ensure all outstanding GAMs are resolved prior to submitting closeout.



Closeout Submission – No GAMs (How) (cont.)

JUSTgrants
JUSTICE GRANTS SYSTEM

Closeout
(15PSMA-24-GG-00408-AWAX) **PENDING-INITIATECLOSEOUT**
Awarded Entity Legal Name (JGII Test Org25) Doing Business As: (JGII Test Org25)

ASAP Account is in Suspend status. Drawdown is not available. For more information, view the Funding Balance and Availability tab.

> 360 Grant Lifecycle View (O-SMART-2024-326571-DEV)

Closeout Initiate Review
DUE IN 1 MONTH 6 DAYS FROM NOW

[DOI Financial Guide](#)

Closeout Type *

Requirement	Status	Last Submission Date
Final Federal Financial Report	Incomplete	—
Financial Reconciliation	Incomplete	—
Final Performance Report	Incomplete	—
Award Conditions	<input type="text"/>	—
Deliverables	<input type="text"/>	—

Comments

Closeout Submission (How) (cont.)



- Home
- Entity Profile
- Entity Users
- Entity Documents
- Applications
- Awards
- Monitoring
- Federal Forms
- Toggle Management

Closeout

(15P SMA-20-GG-00295-AWAX) **PENDING-INITIATECLOSEOUT**

Entity Legal Name (LOUISIANA STATE UNIVERSITY SCHOOL OF MEDICINE IN NEW ORLEANS FACULTY GROUP PRACTICE)

Doing Business As: (JGII Test Org24 Doing Business As)

Actions

ASAP Account is in Suspend status. Drawdown is not available. For more information, view the Funding Balance and Availability tab.

- Award Package
- Conditions
- Award Details
- Attachments
- Management
- Availability
- (FFR)
- (GAM)

Award(Initial)

	Language	Document Submission Required	Description of Required Submission	Amount Withheld	Award in Compliance
1	Unreas...	No		\$0.00	Yes
2	Potentia...	No		\$0.00	Yes
3	Require...	No		\$0.00	Yes
4	Restricti...	No		\$0.00	Yes
5	Reclassi...	No		\$0.00	Yes

Closeout Submission (How) (cont.)



- Home
- Entity Profile
- Entity Users
- Entity Documents
- Applications
- Awards
- Monitoring
- Federal Forms
- Tog... Toggle Management

Closeout

(15P SMA-20-GG-00295-AWAX) **PENDING-INITIATECLOSEOUT**

Entity Legal Name (LOUISIANA STATE UNIVERSITY SCHOOL OF MEDICINE IN NEW ORLEANS FACULTY GROUP PRACTICE)

Doing Business As: (JGII Test Org24 Doing Business As)

Actions

ASAP Account is in Suspend status. Drawdown is not available. For more information, view the Funding Balance and Availability tab.

28	Employ...	No	\$0.00	Yes
29	Encoura...	No	\$0.00	Yes
30	Complia...	No	\$0.00	Yes

Cancel

Save

Submit

✓ FUNDED AWARD INITIAL SETUP

✓ ACTIVE

INITIATE CLOS...

PROGRAMMATIC CLOS...

FINANCIAL CLOS...

UFMS HAN...

Closeout Submission – Before the Project End Date (How)

Award Information

DUE IN 3 MONTHS AGO



Award Package

Award Conditions

Award Details

Award Attachments

Performance
Management

Funding Balance and
Availability

Federal Financial
Report (FFR)

Grant Award
Modification (GAM)

Closeout

Award closeout has not yet been initiated.

Closeout Award

Closeout Highlights Summary



- JustGrants will automatically initiate a closeout the day after the Project Period End Date.
- The Closeout will appear in the Worklist for the assigned GAA.
- The GAA will have 120 days to submit the closeout.
- If the closeout is not submitted by the 121st day, JustGrants will automatically submit the award to the program office.
- A GAA can initiate a closeout prior to the project period end date if needed



Points of Emphasis

Be aware of the timeline associated with the closeout

Know the closeout requirements and your responsibilities

Gain familiarity with the JustGrants Closeout process

Reach out to your grant manager with any closeout questions

The background is a dark blue gradient with several white and light blue speech bubbles of various sizes. Many of these bubbles contain a question mark. A prominent yellow horizontal bar is positioned across the middle of the slide.

Questions

Resources



Justice Grants

**The Justice
Grants Website**

has so much
more!

Justicegrants.usdoj.gov/training

EMAIL

Justicegrants.TrainingSupport@ojp.usdoj.gov

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

JustGrants Training Resources

Organized by Topics

JUSTgrants JUSTICE GRANTS SYSTEM

JustGrants Login | FAQs | COPS Office | OJP | OVW

Search

About Training Resources User Support Library News & Updates

Home

Training Overview

The Department of Justice (DOJ) has made a collection of train materials include self-guided eLearning videos, which are supplemented by infographics. These resources will help users learn to navigate the system and complete management tasks.

As a supplement to the self-guided training materials, the JustGrants Q&A sessions for award recipients to receive real-time technical assistance. Visit the [Virtual Q&A Sessions](#) page for more information.

Please contact the [JustGrants Training team](#) with any questions.

If you have trouble accessing the trainings or you need technical assistance, contact [JustGrants User Support](#).

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

Job Aid Reference Guides

JUSTgrants JUSTICE GRANTS SYSTEM

Entity Administrator

Entity Management

Job Aid Reference Guide

Entity Management Overview

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.

Entity Management | 7



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/weekly-training-webinars



Post-Award Management: 1st and 3rd MONDAYS from 1:00 PM to 2:30 PM

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



Entity Management: 2nd and 4th TUESDAYS from 2:00 PM to 3:00 PM

KEY AUDIENCE: Entity Administrators



Application Mechanics: Weekly on WEDNESDAYS from 2:30 PM to 4:30 PM

KEY AUDIENCE: Entity Administrators, Application Submitters, Authorized Representatives



Award Acceptance: 2nd THURSDAY 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 dark blue question mark. The bubbles are scattered across the slide, with some being larger and more prominent than others. A yellow horizontal bar is positioned in the upper left quadrant, containing the text 'Any Questions?'.

Any Questions?

Financial Management Training Resources

<https://gfmts.training.ojp.gov/agenda.html>



The screenshot shows the website for the 2025 Financial Management Training. The header includes the Department of Justice logo and the title "2025 Financial Management Training". Below the header is a navigation menu with links for Home, General Information, Agenda, Logistics & Hotel Information, Basic Trainings, and Advanced Trainings. The main content area is titled "Agenda" and lists the topics for the Advanced Training Seminar and the Basic Training Seminar. A quote on the left side of the page reads: "In response to questions, the desire of presenters, demonstrated desire to provide a huge amount of financial information."

2025 Financial Management Training

Home General Information Agenda Logistics & Hotel Information Basic Trainings Advanced Trainings

Agenda

Advanced Training Seminar:

- Limited Scope Review/Purpose of Financial Monitoring
- Risk Assessment
- Performing a Desk Review
- Budget to Actual/Exercise
- Performance of an On-Site Review
- Indirect Costs
- Cost Allocation Plan

Basic Training Seminar:

- Federal Budget Process
- Financial Management Systems
- Common Rules
- Code of Federal Regulations/2 CFR

Each Financial Management Training Seminar features a slide presentation. We offer seminar participants the PowerPoint presentation slides that will be used during the two days of training.

In response to questions, the desire of presenters, demonstrated desire to provide a huge amount of financial information."

Scan the QR Code below to complete the survey at the end of the session!



Thank you!

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



JUSTgrants
JUSTICE GRANTS SYSTEM