

# Increased Demand for Services (IDS-H8B) and New Access Point (NAP-H8A) Awards Health Center Quarterly Reporting (HCQR) and ARRA Section 1512 Federal Reporting

## Frequently Asked Questions

### IDS and NAP Grant Closeout Questions

#### **1. When is the due date for HCQR and ARRA section 1512 Federal Reporting?**

HCQR: Deadline for HCQR is **April 14, 2011 midnight EST**

ARRA Section 1512: Deadline for ARRA Section 1512 is **April 14, 2011 PST**

If OMB changes the due date for ARRA Section 1512 the deadline for HCQR reporting will also change to the same new due date for ARRA Section 1512.

#### **2. Our agency received 2 months of funding to continue the IDS activities. The funds were rolled into our section 330 Health Center Cluster grant for April and May 2011. Is the ARRA - IDS funding separate from the additional funding that we recently received?**

The ARRA IDS funding is separate from the additional funding awarded through the section 330 grant to support the continuation of IDS activities. The ARRA IDS (H8B) and NAP (H8A) grants have completed the project periods (original Project Period End Date was 2/28/11 for H8A grants and 3/26/11 for H8B grants); these grants have not been extended unless the grantee specifically requested an extension from HRSA. Additional Health Center Program H80 grant funding (section 330 funding) was awarded through May 31, 2011, to support the continuation of ARRA IDS and NAP activities.

#### **3. If we have completed our ARRA – IDS program funds as of March 2011, do we mark our report as “final” in April 2011 even if we received additional funding to continue the program through the Health Center Cluster Program?**

Yes, if you have completed the H8B (or H8A) grant and have drawn down all funds or are in the process of liquidating remaining funds, please submit your report as Final. The ongoing IDS and NAP activities are now supported with section 330 Health Center Cluster funding (not ARRA funding) and do not need to be reported in HCQR and 1512 going forward.

Prior to marking the ARRA section 1512 report as final for H8A or H8B grants, grantees should also ensure they are meeting the requirements outlined in Office of Management and Budget Memorandum M-10-34

(<http://www.whitehouse.gov/sites/default/files/omb/memoranda/2010/m10-34.pdf>), specifically Part II – Question 6.

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**4. Are we still required to report 1512 reports on a quarterly ongoing basis because we are receiving additional funding to continue the IDS activities through our section 330 Health Center Cluster Program?**

Since the IDS activities are now supported with section 330 funding (not ARRA funding), grantees are no longer required to report on the ARRA funding and should mark April 2011 HCQR as final if they have drawn down funds on and completed the H8B grants (the same applies to H8A grants). Grantees should also mark their 1512 reports as final, given they have met all requirements set forth in Office of Management and Budget Memorandum M-10-34

(<http://www.whitehouse.gov/sites/default/files/omb/memoranda/2010/m10-34.pdf>), specifically Part II – Question 6.

Going forward, the continuing IDS and NAP activities will be reported in HRSA's Uniform Data System (UDS) as part of ongoing Health Center Cluster H80 grant activities.

**5. Where will we be reporting the 2-month continuation of the IDS funding for April and May that was funded as a part of the section 330 grant?**

Going forward, the continuing IDS and NAP activities will be reported in HRSA's Uniform Data System (UDS) as part of ongoing Health Center Cluster H80 grant activities.

**6. If we report the IDS grant as Final this quarter, does closeout require any additional documentation or reporting (like CIP does)? Will we be asked to submit any special closeout documents or data that are different from the normal quarterly reporting?**

While no additional program-specific information is required to close out the IDS grant, a final Federal Financial Report (FFR/425) is required. The FFR/425 must be submitted via the Electronic Handbook (EHB) and is due within 90 days of the project period end date. For more information on the FFR, please refer to the "HRSA Period of Performance Notification" that was sent to each IDS recipient in February 2011.

**7. We requested and received an extension through August 2011 for our H8A NAP grant and were told we could continue to draw down the balance of our H8A funding. We also received additional funding through our section 330 Health Center Cluster grant for future NAP activities, but were advised to not use it until the original H8A funding is drawn down. Do I submit a report (not final) in each quarter until the end of August or do I submit a report**

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***(not final) in each quarter until the monies are spent, or do I need to spend the money before the NAP extension expires?***

You should continue to submit non-final reports until you have completed the original NAP activities and drawn down all funding associated with the H8A grant. All H8A activities and funding should be completed before the new project period end date. If you finish prior to August 2011, please consult with your H80 Project Officer and H80 Grants Management Specialist so that your project period can be adjusted accordingly.

***8. To determine our project status, do we use percentage of funds spent or percentage of project completed?***

For CIP and FIP projects, please refer to the PPR Page 3 section of the HCQR Manual to determine how to appropriately report on project status.

***9. On 2/14/2011 we received notice advising of our IDS (H8B) grant scheduled to end on 3/26/2011 and the steps outlining Extension Without Funds requests. On 3/10/2011 we received notification that we would receive ongoing funding for April and May 2011 to continue IDS activities under the Health Center Cluster grant.***

***a. Is a request for an extension required for the H8B grant when we have already been advised that the grant has been extended through May?***

If you have not yet completed the original IDS activities and drawn down all funding under the H8B grant, you will need to request an extension through EHB because the extension is for the ARRA H8B grant. The ARRA H8B funding is separate from the additional 2 months of ongoing IDS funding included in the section 330 Health Center Cluster grant.

***b. If a request for extension is required, do we only request a extension of the grant ending 3/26/11 or do we request the extension to include the April and May funding?***

If you have not yet completed the original IDS activities and drawn down all funding under the H8B grant, you should request an extension through EHB only for the H8B grant that ended 3/26/2011. While you should have requested the extension prior to the original project period end date, consult with your H80 Project Officer as HRSA may still be able to process the extension.

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## Technical Assistance Resources

### BPHC Helpline HCQR/ARRA Extended Hours

Date	Hours
Monday, April 11 <sup>th</sup>	8:30 – 5:30pm
Tuesday, April 12 <sup>th</sup>	8:30 – 8:00pm
Wednesday, April 13 <sup>th</sup>	8:30 – 8:00pm
Thursday, April 14 <sup>th</sup>	8:30 – 8:00pm

To find the HCQR User Manual, TA conference call schedule, and technical assistance information, go to <http://bphc.hrsa.gov/recovery/hcqr/> for the most updated resources.

The Federal Reporting Service Desk will be available 24 hours, 7 days a week during reporting period.

<https://www.federalreporting.gov/federalreporting/help.do>

- Phone: 877-508-7386
- TTY: 877-881-5186
- Email: [Support@FederalReporting.gov](mailto:Support@FederalReporting.gov)

User Guide and Data Dictionary may be accessed at:

<https://www.federalreporting.gov/federalreporting/downloads.do#docs>

For sample NAP, IDS, CIP, and FIP reports, go to:

<http://www.hhs.gov/recovery/reports/reportingassistance.html>

HHS Recipient Reporting Tool is available now at:

<http://taggs.hhs.gov/ReadinessTool/>