

October 7, 2013

Dear Colleagues,

The following updates related to the Federal shutdown have been received. Please share this information widely with researchers and research administrators in your department/unit.

### **ClinicalTrials.gov**

NIH has restored access to the [ClinicalTrials.gov](http://ClinicalTrials.gov) site during the current lapse in government funding for registration of new clinical trials in order for applicable trials to be in compliance with U.S. Public Law 110-85 (The Food and Drug Administration Amendments Act of 2007). As stated on the ClinicalTrials.gov web site:

*ClinicalTrials.gov is open, however it is being maintained with minimal staffing due to the lapse in government funding. Information will be updated to the extent possible, with priority given to processing registrations of new trials and critical updates to existing entries, such as trial status and contact information for enrollment. The agency will attempt to respond to urgent operational inquiries.*

Further inquiries should be directed to the contact information on the ClinicalTrials.gov site.

### **DOJ Office of Justice Programs**

The Office of Justice Programs (OJP) ceased operations on Friday, October 4, 2013. The following services will be affected as a result of this shutdown:

- Work may continue on currently funded grant activities that have funding available and do not require critical involvement of federal personnel.
- The Grants Management System (GMS) and GMS Help Desk will not be available.
  - Progress Reports and Performance Measurements Reports cannot be submitted during the shutdown.
  - Proposals cannot be submitted to GMS during the shutdown. Deadlines will be extended.
- Grantees whose funds are currently frozen due to overdue reports or other reasons will remain frozen until normal business operations resume.
- OJP grant managers will not be available.
- All on-site monitoring visits and enhanced programmatic desk reviews scheduled during the shutdown will be postponed or cancelled.

Complete details of the effects of the Federal shutdown on OJP are attached.

Patti Manheim  
Director  
Office of Contract and Grant Administration (OCGA)  
University of California, Los Angeles  
310-794-2644  
[patti.manheim@research.ucla.edu](mailto:patti.manheim@research.ucla.edu)

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**From:** Office of Justice Programs [<mailto:GMStier2support@usdoj.gov>]

**Sent:** Friday, October 04, 2013 1:25 PM

**To:**

**Subject:** Important Notification: Lapse in Federal Government Funding

Dear OJP Award Recipient –

Due to a lapse in appropriations for Fiscal Year 2014, the Office of Justice Programs will cease operations after 5:00 p.m. (EDT) on Friday, October 4, 2013.

We are providing the following information, in question and answer format, regarding the availability of OJP systems and services.

### **Continuation of Grantee Activities under Existing Grants**

#### **1) Will I be able to continue activities and projects already funded under my existing OJP grants or cooperative agreements during a period of a funding lapse?**

Response: Yes. Grantee activities and projects already funded under existing grants will generally be able to continue to the extent the grantee has funding available (see the Q&A regarding the status of OJP's payment system and the question below regarding payment requests post October 4th). The exception to this guidance would be if Federal employee involvement is **critical** to the project being carried out or proceeding to the next step. For example, under a cooperative agreement, there may be actions that a Federal employee has to take for a project to continue; that is, the project has arrived at a decision point that requires Federal government approval or other determination in order for the project to proceed to the next step. This is a determination that shall be made by OJP when necessary and OJP would notify the grantee of this determination by 5:00 p.m. (EDT), Friday, October 4th. If you have not heard from your grant manager at OJP that a particular project is at a critical step which would require OJP involvement, you may assume that all such projects can continue.

#### **2) Will grantee-sponsored events (such as conferences, meetings, and trainings) scheduled during the period of a funding lapse be affected?**

Response: Most approved grantee-sponsored events (e.g., conferences, meetings, trainings) scheduled during a potential funding lapse generally will not be affected and can proceed as planned. Please note that OJP's ability to review and approve events will cease after Friday, October 4th and no events will be approved after that point unless and until OJP receives an appropriation. All existing pre-event approval requirements remain in effect. If Federal employee participation in these meetings or trainings is **critical** in order for these events to proceed, the event cannot be held even if previously approved. This could include Federal employee involvement to carry out the event or provide oversight or guidance. This is a determination that shall be made by OJP when necessary and OJP would notify the grantee of this determination by 5:00 p.m. (EDT), Friday, October 4th. If you have not heard from your grant manager at OJP that a particular meeting or training would require OJP involvement, you may assume that all such meetings or trainings can occur.

#### **3) Will I be able to request payments and draw down funds during a period of a funding lapse?**

Response: No. The following payment request systems will not be available to users after October 4th –

Grant Payment Request System (GPRS)

State Criminal Alien Assistance Program (SCAAP) Payment System

Border Prosecution Initiative Payment System (BPS)

Bulletproof Vest Partnership (BVP) Payment System

For all systems listed above, OJP has processed payment requests received as of 9:00 a.m. (EDT) October 4th and OJP expects grantees will receive these payments. However, OJP will not be able to verify or resolve any potential problems that may arise during the processing of the payments until after appropriations are enacted and federal staff returns to work. Requests made after 9:00 a.m. (EDT) on October 4th will be processed once the government is reopened. These systems will not be available after 5:00 p.m. (EDT) October 4th.

### **Grants Management System (GMS) and Grant Administration Activities**

#### **1) Will the Grants Management System (GMS) and the GMS Help Desk be available during a period of a funding lapse?**

Response: No. The Grants Management System (GMS) will not be available to users. Users will not have access to apply for funds, submit progress and Federal Financial Reports (FFRs), request grant adjustment notices, submit closeout actions, or respond to on-site monitoring issues for resolution. Likewise, the GMS Help Desk will not be available to users. Grantees whose funds are currently frozen due to overdue reports or other reasons will remain in this status unless the issues are resolved prior to by 5:00 p.m. (EDT), Friday, October 4th.

#### **2) Will the Office of the Chief Financial Officer's (OCFO) Customer Service Desk or my OJP grant manager be available to answer questions or provide assistance during a period of a funding lapse?**

Response: No. The OCFO Customer Service Desk and OJP grant managers will not be available during the period of a funding lapse.

#### **3) Will I be able to submit Federal Financial Reports (FFRs), progress reports, or performance measurement reports to the GMS system or performance measurement tools?**

Response: No. The Grants Management System (GMS) will not be available to accept progress reports and Federal Financial Reports (FFRs) during a period of a funding lapse. *Please note: To provide adequate time to grantees to prepare and submit their Federal Financial Reports (FFR) due on October 30, 2013 for the period July 1–September 30, the deadline will be extended by the number of days GMS is not available due to the funding lapse.*

Systems and tools that support the submission of OJP performance measurement data will not be available (such as, the Bureau of Justice Assistance's Performance Measurement Tool (PMT) and the Office of Juvenile Justice and Delinquency Prevention's Data Reporting Tool, also referred to as DCTAT or the Data Collection and Technical Assistance Tool).

#### **4) Will the System for Award Management (SAM) remain operational during a period of a funding lapse?**

Response: According to GSA, the System for Award Management (SAM) will remain operational during a lapse of appropriations. Users will be able to submit new registrations and updates to existing registrations. Users will be able to

search for entity registration records and exclusion records on the SAM.gov web site. Please check the Federal Service Desk at [www.fsd.gov](http://www.fsd.gov) or the SAM.gov home page for any changes to SAM's operating status.

### **OJP On-site Monitoring Visits and Enhanced Desk Reviews Scheduled During a Lapse**

#### **1) Will an OJP programmatic or financial on-site monitoring visit or enhanced programmatic desk review scheduled during the period of a funding lapse still occur?**

Response: No. All on-site monitoring visits and enhanced programmatic desk reviews scheduled during the period of a funding lapse will be postponed or cancelled. If your OJP grant manager or an OCFO financial monitor has not yet contacted you to reschedule the monitoring, expect them to do so once the government is reopened.

### **Recovery Act Recipient Reporting**

#### **1) As a Recovery Act funding recipient, will I be required to report to FederalReporting.gov during the current recipient period of October 1 -14, 2013?**

Response: Yes. FederalReporting.gov and their Help Desk will not be impacted by a lapse in funding and will remain open and fully operational during the October Reporting Cycle and Continuous QA. Please note that beginning with the October reporting cycle, the Help Desk will no longer receive live calls, rather will use email as the sole method to receive requests for assistance. The Help Desk email address is [FederalReportingHelpDesk@ratb.gov](mailto:FederalReportingHelpDesk@ratb.gov).

### **Applying for OJP Open Solicitations**

#### **1) Will I be able to submit funding applications for open solicitations/funding opportunities through the Grants Management System (GMS) during a period of a funding lapse?**

Response: No. The GMS will not be available to accept funding applications. To provide adequate time for an applicant to prepare and submit an application, OJP will extend deadlines for open solicitations that are impacted by a funding lapse. Please note that currently, OJP does not have any open solicitations in Grants.gov.

### **OJP-Sponsored Websites**

#### **1) If we operate a “.gov” website, are there any special notices that we are required to post on the site and can we continue to update the site?**

Response: Grantees operating a “.gov” website are required, by 11:59 p.m. (EDT) on Friday, October 4th, to post the following banner on the front page of the website and to cease updating the site (including e-blasts, RSS feeds, etc.) until funding is restored:

***“Due to the lapse in federal funding, this website will not be regularly updated. Transactions submitted via these websites may not be processed, and we are not able to respond to inquiries until federal funding has been restored. We thank you for your patience and understanding during this period.”***

**2) If we operate a non-.gov website (e.g., .org) with full or partial grant funding from OJP, are any special actions required?**

Response: No. However, OJP requests that you not push new content or notifications on behalf of OJP until federal funding has been restored.

### **Questions about this Guidance**

**1) If I have a question relating to this guidance or the impact of a funding lapse on my grants, who can I contact to assist me?**

Response: OJP employees will be available to assist you while OJP is in operation through 5:00 p.m. (EDT), Friday, October 4, 2013. Please contact your OJP grant manager using contact information provided in your award document. If your grant manager is not available, please contact the grants management help desk at [GMSTier2Support@usdoj.gov](mailto:GMSTier2Support@usdoj.gov). **Please note that after October 4, 2013 while in a lapse of appropriation, OJP staff and the grants management help desk at [GMSTier2Support@usdoj.gov](mailto:GMSTier2Support@usdoj.gov) will not be available to respond to questions.**

We realize the inconvenience and disruption this may cause in many local communities around the country, and we appreciate your understanding and patience.

Maureen A. Henneberg  
Director  
Office of Audit, Assessment, and Management  
Office of Justice Programs  
U.S. Department of Justice