

EPA Region 9 Grants Management Section RTOC Presentation

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TOPICS

- ❖ Grants.gov & Workspace Resources
- ❖ FY 2018 Grants Improper Payment Reviews

Grants.gov & Workspace Resources

Webinar Recordings at <https://www.epa.gov/grants/epa-grantsgov-workspace-training-grant-applicants-and-recipients>

For all grant applicants:

[Recording from Monday December 4, 2017](#)

For tribal applicants:

[Recorded Monday December 11, 2017](#)

Powerpoint Presentation at

<https://www.epa.gov/grants/grantsgov-workspace-overview-presentation>

Training Videos at

<https://www.grants.gov/web/grants/applicants/workspace-overview.html>

Get Application Package

The screenshot shows the Grants.gov website interface. At the top, there is a navigation bar with links for HELP, REGISTER, and LOGIN. Below this is a search bar with a dropdown menu set to 'Grant Opportunities' and a 'GO' button. A secondary navigation bar contains links for HOME, LEARN GRANTS, SEARCH GRANTS, APPLICANTS (highlighted), GRANTORS, SYSTEM-TO-SYSTEM, FORMS, CONNECT, and SUPPORT. The breadcrumb trail reads 'GRANTS.GOV > Applicants > Apply for Grants'. The main heading is 'APPLY FOR GRANTS'. On the left, a sidebar lists 'GRANT APPLICATIONS' (Apply for Grants, Track My Application) and 'APPLICANT RESOURCES' (Workspace Overview, Applicant Eligibility, Organization Registration, Applicant Registration, Applicant Training, Applicant FAQs, Adobe Software Compatibility, Submitting UTF-8 Special Characters, Encountering Error Messages). The main content area features a large image of people walking, followed by the heading 'Apply for Grants: Getting Started'. Below this are six steps: Learn (Go to the Grants Learning Center for an overview of grants), Check (Make sure you are eligible before applying), Search (Find federal grants that align with your work), Register (Sign up with Grants.gov to apply using Workspace), Apply (Complete and submit your application using Workspace), and Track (Enter your Grants.gov tracking number(s) for submission status). At the bottom, there are two promotional boxes: 'Save Time & Apply Using Workspace' with a 'Click Here to Learn More' link and a computer icon, and 'Get Application Package' with a description and a 'Get Application Package »' button.

HELP | REGISTER | LOGIN

GRANTS.GOVSM
FIND. APPLY. SUCCEED.SM

SEARCH: Grant Opportunities ▾ Enter Keyword... **GO**

HOME | LEARN GRANTS ▾ | SEARCH GRANTS | **APPLICANTS ▾** | GRANTORS ▾ | SYSTEM-TO-SYSTEM ▾ | FORMS ▾ | CONNECT ▾ | SUPPORT ▾

GRANTS.GOV > Applicants > Apply for Grants

APPLY FOR GRANTS

GRANT APPLICATIONS

- » [Apply for Grants](#)
- » [Track My Application](#)

APPLICANT RESOURCES

- » [Workspace Overview](#)
- » [Applicant Eligibility](#)
- » [Organization Registration](#)
- » [Applicant Registration](#)
- » [Applicant Training](#)
- » [Applicant FAQs](#)
- » [Adobe Software Compatibility](#)
- » [Submitting UTF-8 Special Characters](#)
- » [Encountering Error Messages](#)

Apply for Grants: Getting Started

Learn
Go to the Grants Learning Center for an overview of grants.

Check
Make sure you are eligible before applying.

Search
Find federal grants that align with your work.

Register
Sign up with Grants.gov to apply using Workspace.

Apply
Complete and submit your application using Workspace.

Track
Enter your Grants.gov tracking number(s) for submission status.

Save Time & Apply Using Workspace
[Click Here to Learn More](#)

Get Application Package
If you know the specific Funding Opportunity Number or Opportunity Package ID, quickly search for the package:

[Get Application Package »](#)

Get Application Package for Continuing Environmental Programs (CEP)

Enter Funding Opportunity Number (FON) “**EPA-CEP-01**” or “**EPA-CEP-02**”

Get Application Package Now

To get an application package, enter the Funding Opportunity Number or Opportunity Package ID and click the Search button. If you enter the Funding Opportunity Number for the grant opportunity, return to the [Search Grants](#) section to locate the grant opportunity.

Please enter criteria and click Search:

Funding Opportunity Number:

Opportunity Package ID:

Search

Get Application Package for Continuing Environmental Programs (CEP)

- ❖ Use FON “EPA-CEP-01” for CFDA Numbers 66.001 through 66.605
- ❖ Use FON “EPA-CEP-02” for CFDA Numbers 66.700 through 66.931 & 66.204

**Office of the Chief Financial
Officer's Office of the Controller
(OCFO-OC)
FY 2018 Grants Improper
Payment Reviews**

FY 2018 Grants Improper Payment Reviews

- OCFO-OC is conducting reviews of grant payments in accordance with the Improper Payment Elimination and Recovery Act of 2010 (https://paymentaccuracy.gov/pdf/PL_111-204.pdf).
- These reviews are separate from the Regional Programmatic (EPA PO) & Administrative (EPA GS) Advanced Reviews that are conducted each year.

FY 2018 Grants Improper Payment Reviews

- Grantees are randomly selected.
- Selected grantee must submit to EPA' s Las Vegas Finance Center (LVFC) supporting documentation (including associated policies/procedures) for 3 randomly selected payments within 30 calendar days of notification.
- If requested by grantee, up to 30 additional calendar days are granted by LVFC to submit required documentation.

FY 2018 Grants Improper Payment Reviews

SAMPLE NOTIFICATION EMAIL

Each year the U.S. Environmental Protection Agency, conducts reviews of the financial practices of its grant recipients in accordance with the Improper Payment Elimination and Recovery Act of 2010 found at https://paymentaccuracy.gov/pdf/PL_111-204.pdf. For the Fiscal Year 2018 improper payments reporting cycle, your organization has been selected for an improper payment review. The Office of the Chief Financial Officer's Office of the Controller will perform the review and will examine supporting documentation of selected financial transactions.

Please note that this is not a formal audit and is outside of the Advanced Administrative Monitoring Reviews conducted by the Office of Administration and Resources Management's Office of Grants and Debarment, and the EPA has not identified your organization as having any administrative or financial management concerns. Your organization was chosen randomly, based on receiving payment for an EPA assistance agreement during the applicable review period.

The following payments have been selected for review:

During the review, the EPA's OCFO-OC will need to examine all supporting documents for the requested payments. Please provide the supporting documentation (including associated policies and procedures) for all requested payments and submit them to LVFC-grants@epa.gov within 30 calendar days upon receipt of this letter. For purposes of the IPERA, this review requires supporting documentation for 100% of the identified draws. Electronic submission of the complete package is preferred; however hard copies are acceptable and may be submitted to:

US EPA, Las Vegas Finance Center
4220 S. Maryland Pkwy, Bldg C, Rm 503
Las Vegas, NV 89119
LVFC-GRANTS@EPA.GOV

If additional time is needed to complete the package, please contact LVFC as soon as possible and before the 30 calendar day deadline.

Disclaimer

The EPA reserves the right to conduct additional reviews to confirm overall compliance with federal grants management regulations, policies and procedures.

FY 2018 Grants Improper Payment Reviews

- LVFC review payments to ensure funds were used for allowable expenses & allocated to the correct EPA grant.
- If payments are deemed improper, funds may be questioned or disallowed.
- Grantee is required to reimburse EPA for those funds that are disallowed.
- Grantee will have opportunity to appeal if funds are disallowed.
- EPA PO & GS will coordinate with LVFC in the final resolution of each improper payment review.

FY 2018 Grants Improper Payment Reviews

For questions contact:

Dany Lavergne

US EPA – Las Vegas Finance Center

Email: lvfc-grants@epa.gov

Phone (702) 798-2485

QUESTIONS