

Date of circulation: July 30, 2020

Subject: JustGrants Update: Addressing Concerns About Email Validity

NEWS AND UPDATES



JUSTgrants
JUSTICE GRANTS SYSTEM

On October 15, 2020, the Department of Justice grant making components—the [Office of Community Oriented Policing Services \(COPS Office\)](#), the [Office of Justice Programs \(OJP\)](#), and the [Office on Violence Against Women \(OVW\)](#)—will transition to one grants management system (JustGrants) for all three grant components and a new payment management system (ASAP).

This e-newsletter will provide regular updates and share information to assist everyone with the transition to these new systems.



ANNOUNCEMENTS

Addressing Concerns About Email Validity

We have received a few inquiries from recipients of this e-newsletter to our AskJusticeGrants@usdoj.gov email account asking about the legitimacy of our communication on the transition to DOJ's new grants management system (JustGrants) and new payment management system (ASAP).

We assure you that you did not receive our previous communications in error. You were automatically signed up to receive JustGrants emails through GovDelivery because you are a current grantee, award recipient, or applicant with one of the DOJ grant making components.

You can learn more about the transition to JustGrants by visiting the [Justice Grants Website](#). This is an official website of the U.S. Government. DOJ posts all official email updates as [PDFs to this website](#) within hours of their dissemination.

To ensure that you continue to receive our emails, and that they are not flagged as spam, we recommend that you add justice_grants@public.govdelivery.com to your email system's "trusted sender" list (or equivalent.) Please note, this email address is only used for email dissemination and the inbox is not monitored. If you have any questions regarding JustGrants, ASAP, or the system transitions, please email AskJusticeGrants@usdoj.gov.

If you do receive an email purporting to be about the system transition from a source other than those listed above, please let us know by contacting the JustGrants team at AskJusticeGrants@usdoj.gov.

Automated Standard Application for Payments (ASAP) Update

Dissemination of ASAP enrollment invitations started on July 1 and will continue on a rolling basis through the end of August, until all DOJ recipient organizations are reached.

Two enrollment emails—one containing a username and one containing a temporary password and a link to create a new password—will be sent to your organization's SAM Electronic Business Point of Contact (E-Biz POC) from the Department of Treasury's Bureau of the Fiscal Service. Once you have received your invitation, refer to the [ASAP Registration Checklist](#) for the next steps to take.

Award recipient organizations can check the status of their enrollment, including whether or not their enrollment has been initiated, by contacting the [ASAP Help Desk](#) and providing the organization's DUNS number and Entity Identity Number (EIN).

For those new to ASAP, webinar trainings are currently scheduled to take place over the next several months. Access [trainings and additional resources](#) to learn more about the ASAP system.

Key Grants Management Transition Activities

In the weeks leading up to the October 15 transition, there are a number of actions that current award recipients will need to take. More information on these actions and associated key dates specific to each DOJ grant making component are available as [downloadable PDFs](#) for your reference and to help you prepare for the transition.

COPS Office Action Dates

THE COPS OFFICE (COPS) GRANTEE ACTION DATES FOR SYSTEM TRANSITION

The use of legacy systems, including the Grants Management System (GMS), NexGen, and the Grants Payment Request System (GPRS), will be discontinued on September 22, 2020. Data for all current active awards from GMS and NexGen will be migrated to JustGrants. This will include all open, active awards and any awards that have not yet reached final closure. During the migration period between September 22 and October 14, grantees will not be able to take any action in legacy systems or the new JustGrants system. All award management activities will take place in JustGrants starting October 15, 2020.

For COPS award recipients, please see key dates below for actions to be taken in NexGen prior to September 22, 2020.

Award Modifications and Extensions
Award recipients must submit all modification and extension requests to COPS in NexGen no later than 9:00:00 AM on September 22, 2020. Any modification or extension requests not already approved by the COPS (including a Request) will be denied, and the grantee will need to resubmit in JustGrants after 9/25/2020.

Federal Financial Reports: Quarterly and Final
Quarterly Federal Financial Reports (FFRs) – Regular Period ending 9/30/2020 (FFRs) for the period ending 9/30/2020 are due no later than 9:00:00 AM on September 22, 2020. A web-based data entry tool will be available after 9/25/2020 for any report that has not been submitted. The tool will remain in place until submission.

Quarterly Federal Financial Reports (FFRs) – Regular Period ending 9/30/2020 (FFRs) for the period ending 9/30/2020
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Federal Financial Reports (FFRs) – Final
Final FFRs are typically due 90 days after the end date of the award. Current COPS will grant actions on the above dates, including the submission of final reports.

OJP Action Dates

OFFICE OF JUSTICE PROGRAMS (OJP) GRANTEE ACTION DATES FOR SYSTEM TRANSITION

The Office of Community Oriented Policing Services (COPS) Office, the Office of Justice Programs (OJP), and the Office on Violence Against Women (OVW) are transitioning to new grants and payment management systems in October 2020. The use of legacy systems, including the Grants Management System (GMS), NexGen, and the Grants Payment Request System (GPRS), will be discontinued on September 22, 2020. Data for all current active awards from GMS and NexGen will be migrated to JustGrants. This will include all open, active awards and any awards that have not yet reached final closure. During the migration period between September 22 and October 14, grantees will not be able to take any action in legacy systems or the new JustGrants system. All award management activities will take place in JustGrants starting October 15, 2020.

In the weeks leading up to the October 15 transition, there are a number of actions current OJP award recipients will need to take. Key dates for these actions are below:

Grant Adjustment Notices (GAN)
Grantees must submit all GANs to OJP in NexGen no later than 9:00:00 AM on September 22, 2020. This includes any GAN that is a change to award terms. For GANs that are a change to award terms on 9/22/2020, the GAN will be denied and the grantee will need to resubmit in JustGrants after 9/25/2020.

Award Acceptance
Grantees are required to accept all awards in JustGrants no later than 9:00:00 AM on September 22, 2020. All awards that are not accepted through JustGrants will be cancelled on September 22, 2020, and will not be tracked by the system. A web-based data entry tool will be available after 9/25/2020 for any report that has not been submitted. The tool will remain in place until submission.

Federal Financial Reports: Quarterly and Final
Quarterly Federal Financial Reports (FFRs) – Regular Period ending 9/30/2020 (FFRs) for the period ending 9/30/2020 are due no later than 9:00:00 AM on September 22, 2020. A web-based data entry tool will be available after 9/25/2020 for any report that has not been submitted. The tool will remain in place until submission.

OVW Action Dates

OFFICE ON VIOLENCE AGAINST WOMEN (OVW) GRANTEE ACTION DATES FOR SYSTEM TRANSITION

The use of the Grants Management System (GMS) and Grants Payment Request System (GPRS) will be discontinued on September 22, 2020. Data for all current active awards from GMS will be migrated to JustGrants. This will include all open, active awards and any awards that have not yet reached final closure. During the migration period between September 22 and October 14, grantees will not be able to take any action in legacy systems or the new JustGrants system. All award management activities will take place in JustGrants starting October 15, 2020.

In the weeks leading up to the October 15 transition, there are a number of actions current OVW award recipients will need to take. Key dates for these actions are below:

Grant Adjustment Notices (GAN)
Grantees must submit all GANs to OVW in NexGen no later than 9:00:00 AM on September 22, 2020. This includes any GAN that is a change to award terms. For GANs that are a change to award terms on 9/22/2020, the GAN will be denied and the grantee will need to resubmit in JustGrants after 9/25/2020. GANs that are a change to award terms that are necessary to process award encumbrances will continue to be processed until 9/25/2020.

Federal Financial Reports: Quarterly and Final
Quarterly Federal Financial Reports (FFRs) – Regular Period ending 9/30/2020 (FFRs) for the period ending 9/30/2020 are due no later than 9:00:00 AM on September 22, 2020. A web-based data entry tool will be available after 9/25/2020 for any report that has not been submitted. The tool will remain in place until submission.

Quarterly Federal Financial Reports (FFRs) – Regular Period ending 9/30/2020 (FFRs) for the period ending 9/30/2020
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DATES TO REMEMBER

- July–August 2020** – Current grantees receive instructions on how to enroll in the ASAP system.
- Early August 2020** — Current grantees receive instructions on how to access the JustGrants external dashboard and register in the system.
- August 24, 2020** — JustGrants will open for external grantee organizations to enroll users.
- August–October 2020** — Training will be available to external users through web-based e-learning courses, job aids, and virtual Q&A sessions. Additional information will be forthcoming.
- September 22, 2020** — Legacy systems, including GMS, NexGen, and GPRS, are discontinued.
- September 23–October 14, 2020** — Final data migration and “cutover” activities from the legacy systems to JustGrants occur. Grantees will NOT have access to their grants during this time period. Please ensure you have resolved any time sensitive matters prior to September 22.
- October 15, 2020** — JustGrants is launched and grantees begin using the ASAP system.

Do you know someone else who could use this information? They can subscribe to email updates regarding JustGrants at https://public.govdelivery.com/accounts/USDOJOJP/subscriber/new?topic_id=USDOJOJP_586

If you have any questions, email AskJusticeGrants@usdoj.gov.

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You received this email because you are a current or previous grantee or applicant of one or more of the Department of Justice grant making components. Share [this link](#) with your colleagues and encourage them to sign up to receive future updates from Justice Grants.

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