

# 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 23 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 8/3/2020. Any modification or extension requests not officially approved by the COPS Office by 9/18/2020 will be denied, and the grantee will need to resubmit in JustGrants after 10/15/2020.

## **Federal Financial Reports: Quarterly and Final**

**Quarterly Federal Financial Reports (FFRs) – Regular (Period ending 6/30/2020):** FFRs for the period ending 6/30/2020 are due no later than 7/30/2020 and are not impacted by this transition. A withholding of funds may be applied after 7/30/2020 for any report that has not been submitted. The hold 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 will be due in JustGrants no later than 11/30/2020. The due date has been extended 30 days to accommodate the transition to JustGrants. Grantees can submit the report in JustGrants starting on 10/15/2020. A withholding of funds may be applied after 11/30/2020 for any report that has not been submitted. The hold will remain in place until submission.

**Federal Financial Reports (FFRs) – Final:** Final FFRs are typically due 90 days after the award end date as part of the closeout process. COPS will grant extensions on the closeout process, including the submission of final reports,



depending on the award end date to ensure adequate time to learn the new JustGrants system. See the “Award Closeout” section below for additional information.

<b>FEDERAL FINANCIAL REPORTS: QUARTERLY</b>						
Reporting Period	Due By Date	Reporting in NexGen	Reporting in JustGrants	Due Date Extended	Delinquent After	Delinquent Reports
<b>Quarterly</b>						
April 1– June 30	7/30/2020	Through 9/22/2020	10/15/2020 and after	N/A	7/30/2020	Withholding may be applied after 7/30/2020
July 1– September 30	10/30/2020	N/A	10/15/2020 and after	11/30/2020	11/30/2020	Withholding may be applied after 11/30/2020

### **Progress Reporting: Semi-Annual and Final**

**Semi-Annual Progress Reports:** Semi-annual progress reports for the period ending 6/30/2020 will be due in NexGen by 8/30/2020 and are not impacted by this transition. A withholding of funds may be applied starting 8/31/2020 for any report that has not been submitted. The hold will remain in place until submission. Any progress reports that are not submitted in NexGen by 9/22/2020 will have to be submitted in JustGrants after 10/15/2020.

**Final Progress Reports:** Final progress reports are due 90 days after the award end date as part of the closeout process. COPS will grant extensions on the closeout process, including the submission of final reports, depending on the award end date to ensure adequate time to learn the new JustGrants system. See the “Award Closeout” section below for additional information.

<b>PROGRESS REPORTING</b>						
Reporting Period	Due By Date	Reporting in NexGen	Reporting in JustGrants	Due Date Extended	Delinquent After	Delinquent Reports
<b>Semi-Annual Progress Reports</b>						
January 1– June 30	8/30/2020	Through 9/22/2020	10/15/2020 and after, if not submitted prior to 9/22/2020	N/A	8/30/2020	Withholding may be applied after 8/30/2020

## **Award Closeout**

- For awards that ended 5/31/2020, final reports, deliverables, and closeout packages are due by 8/31/2020. COPS will grant an extension until 11/30/2020 to submit final reports, deliverables, and closeout packages in JustGrants. Funds will be de-obligated as part of the closeout process, either on the date the closeout is submitted in NexGen or after 8/31/2020.
- For awards that ended 6/30/2020, final reports, deliverables, and closeout packages are due by 9/30/2020. COPS will grant an extension until 11/30/2020 to submit final reports, deliverables, and closeout packages in JustGrants. Funds will be de-obligated as part of the closeout process on 9/30/2020.
- For awards that end 7/31/2020, final reports, deliverables, and closeout packages are due by 10/30/2020. COPS will grant an extension until 11/30/2020 to submit final reports, deliverables, and closeout packages in JustGrants. Funds will be de-obligated as part of the closeout process, either on the date the closeout is submitted in JustGrants or on 10/30/2020.
- For awards that end 8/30/2020 and later, final reports, deliverables, and closeout packages are due within 90 days. Funds will be de-obligated as part of the closeout process, either on the date the closeout is submitted in JustGrants or on 11/30/2020.

## **Award Acceptance**

Between 9/23/2020 and 10/14/2020, grantees will not be able to accept their FY 2020 awards until JustGrants is available starting 10/15/2020.

## **Funds Drawdown in the Grants Payment Request System (GPRS)**

Grantees will be able to drawdown funds in GPRS through 9/22/2020. To accommodate financial needs during the system downtime, grantees may drawdown advance funding of up to 30 days between 9/15/2020 and 9/22/2020.

## **Refunds**

Any checks or refund payments must be received no later than 9/15/2020 to be processed prior to the 9/22/2020 system migration.