

EMSC Program
State Partnership Grantee Town Hall Conference Call
April 6, 2011
2:00pm eastern time

Topics of Discussion

1. Program Announcements
 2. Federal Financial Report
 3. Performance Reports
 4. FFATA
 5. NRC Update
 6. Future Town Hall Conference Calls
 7. General Questions
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1. Program Announcements

Program Manager's Meeting - Please register for the meeting that will take place from May 2-4, 2011, at the Westin Annapolis Hotel in Annapolis, Maryland; registration closes on April 11, 2011.

EMSC Sponsored Webinar – The next EMSC Webinar “Working Beyond Borders and in Partnership to Create a Pediatric Recognition System” will be on Friday, April 8, 2011, at 2:00pm eastern time. The presenters are: Tracie Al'Belar, Georgia EMSC Program Manager, Dr. Jill Mabley, Deputy State Medical Director, Office of EMS and Trauma at the Georgia Department of Community Health and Dr. Marianne Gaushe-Hill, Director, EMS and Pediatric Emergency Medicine Fellowships @ Harbor-UCLA Medical Center. Preregistration is required to participate. Please visit www.mchcom.com to register.

2. Federal Financial Report

All EMSC State Partnership grantees are required to submit their Federal Financial Report 90 days after the expiration of their grant award. The previous grant award ended on 2/28/2011 and therefore, the FFR is due on or around **5/29/2011**. Please access your EHB profile to find out exactly when your state's FFR is due. The FFR is a financial reporting of all expenses incurred during the previous fiscal year. If any funds are not spent during the prior year, grantees cannot submit a request to carryover those funds until their final FFR has been submitted and accepted by the Grants Management Office at HRSA. The slide presentation (attached to these notes) gives detailed instructions on how your state's

accounting department will need to complete the FFR and submit it to the federal government to close out the previous grant. Please assure that you work with your accounting department to get this done.

3. Performance Reports

Please review the navigational instructions. The instructions were provided as an attachment with the Town Hall reminder notice. Because all State Partnership grantees are not on the same cycle, you should access your EHB grant profile to find your Performance Reporting due date which will either be June 29, 2011 or July 16, 2011. To access the EHB utilize the URL: <https://grants.hrsa.gov/webExternal/home.asp>, click on “view portfolio” on the left menu of your screen, and then click “open Grant Handbook”. Once there select “Work on Performance Report or Other Submissions” and then click on the link “Performance Reports” (your due date will show in the field to the right). This will take you to the page where you will see all the required forms that must be completed. Note: This will be the first time you will see the new MCHB Performance Measures 7, 10, 24, 33, and 41. If you were not able to view the EMSC Webinar explaining the MCHB Performance Measures you can view the archived copy at; [MCHB Performance Measures Webinar](#). Following the MCHB Performance Measures you will complete your reporting for the EMSC Program Performance Measures 71 – 80. Prior to entering data for each of the fields for PMs 71-80 and to assure your entries are accurate, please consult with your NEDARC representative. You will be reporting on data collected during the Program Year 2010 to 2011 that closed on February 28, 2011. If you any have questions related to the Program, please contact your Project Officer at HRSA. For data entry technical problems, please contact the HRSA Helpdesk at 1-877-464-4772.

4. FFATA

Please reference the PowerPoint slide presentation (attached with this summary of discussions) as detailed information about FFATA and the reporting requirements that grantees need to be aware of are explained in the slides. FFATA is the Federal Funding Accountability Transparency Act of 2006. The intent of this Act is to empower every American with the ability to hold the government accountable for each spending decision and reduce wasteful spending. The Act required the Office of Management and Budget to create a searchable, no-cost, publicly accessible website that includes basic information about grant recipients (this includes EMSC grantees), and the project that is being funded. The information currently submitted by federal grantees and contractors is currently available www.USASpending.gov.

The Act was amended by the Government Transparency Act of 2008 and federal grant recipients and contractors must also report certain information about their first-tier

subrecipients. This applies to NEW awards that were obligated as of October 1, 2010, that have subawards of \$25,000 or more. The EMSC state partnership grant awards were still in continuation this year and were effective on 3/1/2011 and therefore, you are not required to report at this time. However, once the Reporting Tool is updated, all grant types will be required to report. As the information is received by the Program, we will in turn notify each of you promptly. The FFATA Subaward Reporting System is the reporting tool used to capture and report subaward and executive compensation data regarding first-tier subawards. The sub-award information entered in the FFATA Subaward Reporting System will then be displayed on www.USASpending.gov.

Now, a sub-award is defined by FFATA as a legal instrument entered into by the prime recipient (which is you as the SP grantee) and another agency to provide support for the performance of any portion of the project or program for which the recipient received the funds and that the recipient awards to an eligible subrecipient. This does not include the procurement of property or services. One example of this could be the State EMS Lead agency is the recipient of the grant and the State EMS agency subgrants to a Children's Hospital a portion of the funds from the grant to complete some of the project activities proposed in the grant proposal.

Basically, the key information we need to share with you to keep in mind is:

- First, if you sub-awards \$25,000 or more in future program years, you will need to work with your Accounting Departments to assure they are reporting the required information into the FFATA Subaward Reporting system. Please schedule some time to visit the FFATA Subaward Reporting System website at www.fsr.gov to learn more about FFATA and whether it will be a reporting requirement of your Grant program.
- Second, when you navigate through the FFATA Subaward Reporting System website, review the User Guides and Training Tools available. After you've had a chance to review these resources, we believe many of your questions will be answered. If you still have lingering questions in your mind about FFATA, please let us know and we will do our best to answer your questions or direct you to the appropriate person that can help.

5. NRC Update

- Reminder, please register for the Program Manager's meeting at www.childrensnational.org/emsc. If you experience any trouble with hotel and registration for the meeting, please contact Barbara Mitchell-Swain at BSwain@childrensnational.org

- The newest edition of the Family Advisory Network (FAN) Newsletter was sent to the EMSC FAN members and can be downloaded from the EMSC NRC website. Please visit the website to see what activities our FAN members are involved in.
- EMSC Day is 5/18/2011. EMSC Day is a time when we highlight the work of EMSC-related work in the states. It is an ideal time and fun-filled activity to get your FAN representative involved in.
- New EMSC Toolboxes. Visit the EMSC NRC website to see all the great new Toolboxes available:
 - Pediatric Emergency Performance Measures
 - Hospital Readiness
- Building the Social Community tool called “Igloo”. The EMSC NRC is currently pilot testing the Social Tool with PECARN to learn more about it’s capabilities and to assure technical issues are resolved prior to launching.
 - A tutorial session on how to use the Tool will take place at the EMSC Program Manager’s Meeting in Annapolis, MD. **Please bring your laptop with you!**
- Pediatric Disaster Preparedness Clearinghouse. A wide-array of more than 400 publications and resources have been gathered into one central Clearinghouse at the NRC. Visit the website to access these tools.
- NRC is moving in June. The exact date of the move is still not set, however, the move is expected to occur during the 2nd or 3rd week of June 2011. The NRC expects that there will be some downtime while the staff move and try to get set-up. They will keep all grantees informed of when the move will occur and how the staff can be reached during this time.

6. Future Town Hall Conference Calls

Future conference calls are scheduled on July 25, 2011 and October 12, 2011 at 2:00pm eastern time.

7. General Questions:

Question: When I complete the Performance Report in the HRSA Electronic Handbook (EHB) and am ready to submit the data, will we be able to submit the data as final or provisional?

Answer: When the Program reviewed the Grantee Performance Report, it did not appear that grantees would have a choice between “provisional” or “final.” However, when you access the EHB and discover you must select between “provisional” and “final”, I would recommend selecting “final”; the data recently collected was for a period that ended on 2/28/2011.