NEWS AND UPDATES

JUSTgrants
JUSTICE GRANTS SYSTEM

This e-newsletter provides updates, information and resources to assist DOJ award applicants, recipients and other stakeholders in using JustGrants, DOJ's grants management system, and ASAP, the U.S. Department of the Treasury's payment management system.

📢 ANNOUNCEMENTS

Reminders on Submitting Federal Financial Reports and Performance Reports in JustGrants

For many award recipients, one or more Federal Financial Reports (FFRs) or Performance Reports will be due at the end of January 2022. Here are a few tips and reminders about due dates and what to expect when submitting FFRs or Performance Reports.

Federal Financial Reports (FFRs)
- For recipients with awards that continue to be active with **start dates before January 1, 2022,** the next **quarterly FFR** covers the period **October – December 2021** and is **due on or before January 30, 2022**. FFRs not submitted by this due date <u>will</u> result in suspended access to funds.
- For recipients of new awards with **start dates on or after January 1, 2022**, the first FFR will cover the period **January – March 2022** and is **due on or before April 30, 2022**.
- For recipients with awards that are **past their project period end date** and the final reports have not been submitted, **the final FFR is due on or before 120 days after the project period end date**. Example: For awards that ended on September 30, 2021, the final FFR (and other closeout actions) are due on or before January 28, 2022. FFRs not submitted by this due date <u>will</u> result in suspended access to funds.
- **The only role within JustGrants that can submit an FFR is the Financial Manager.** Individuals with that role in JustGrants should review the [Submitting Financial Reports Job Aid Reference Guide](#) for guidance on how to complete and submit FFRs in JustGrants.

Progress Reports
- The frequency and due dates of progress reporting vary across programs and awards, but can be found in JustGrants. However, if there is any concern or question about whether the information displayed is correct for a given award, please do not hesitate to contact your Grant Manager or JustGrants Support. For OJP and COPS award recipients, contact [JustGrants.Support@ojp.usdoj.gov,](mailto:JustGrants.Support@ojp.usdoj.gov) and for OVW recipients, contact OVW.JustGrantsSupport@usdoj.gov.

- For recipients with awards that are **past their project period end date** and the final reports have not been submitted, the **final progress report** is due on or before **120 days after the project period end date**. Example: For awards that closed September 30, 2021, the final progress report (and other closeout actions) will be due on or before January 28, 2022.
- **The only role within JustGrants that can submit a Performance Report is the Grant Award Administrator.** Individuals with that role in JustGrants should review the Performance Reporting Job Aid Reference Guide for guidance on how to complete and submit Progress Reports in JustGrants.

Role Assignments in JustGrants
As a reminder, only the Entity Administrator can assign appropriate roles to all users from your organization in JustGrants.

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.