



Lifespan Respite Grantee and Partner Learning Symposium

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Welcome

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Introduction

- Started at AoA, now ACL, in September 2001
- Presidential Management Intern (PMI)
- Alzheimer's Demonstration Program (2003-2008)
- Program Liaison – Special Assistant (2008-2019)
- Returned to AoA as Program Officer (Oct. 2019)
- Caregiver

Role of Federal Program Officer

- My guiding principle
 - My job is to help ensure your success
- Good news, obstacles, issues, questions, concerns, confusion, or anything else.
- I am available anytime you need me
 - Let's talk, I really am here to help

Respite in Changing Times

- Coronavirus pandemic has changed how we work, live, and stay connected
- Creativeness and innovation is apparent in every Lifespan Respite Program I have learned about
- Due to COVID-19, grantees have increased flexibility to use grant funds, during the pandemic, for:
 - Adapted supports, and
 - Training or alternative respite options

Carryover Requests

- What is a Carryover Request?
 - A Carryover is a request to forward an unobligated balance of funds from a previous budget period to cover allowable costs in the current budget period.
 - A Carryover must be requested in support of activities aligned with a grantee's existing project goals and objectives to cover costs not already incurred by the recipient.

Carryover Request – What/How?

- What do I include in my Carryover Request submitted as non-monetary amendments in GrantSolutions?
 - A Cover letter, signed by the Authorized Organizational Representative (AOR) that includes:
 - Grant Award Number and Grantee Organization Name
 - Written explanation for the carryover, reason for unobligated funds from the prior budget year, the carryover total, and a summary of the activities that support the use of the carryover funds
 - A budget justification/narrative that shows amount of funds from previous year and where to add to current year budget.
 - An annotated Federal Financial Report (SF-425) with the unobligated balance, on line 10h, that matches what is reported in PMS.
 - Payment Management System report (FCO-E) that matches the SF-425 to the exact dollar amount, including cents.

No-Cost Extensions

- What is a No-Cost Extension (NCE)?
 - A non-competitive increase of time, up to 12 months, of the final budget period
 - No additional federal funds are added, only using remaining funds to close-out previously approved program work; no new activities.
- NCE requests must be submitted as non-monetary amendments in GrantSolutions
- Deadline to submit is August 1

No-Cost Extension – What/How?

- NCE request requires a Cover Letter, signed by the Authorized Organizational Representative (AOR), which includes:
 - Grantee Name and Grant Award Number
 - Specific proposed end date (i.e. August 31, 2021)
 - Written justification that includes the amount of remaining unobligated funds, if applicable and an explanation for the work that has not been completed and summary of the unfinished activities that will be completed by the proposed extended end date.

Questions?

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Thank You