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NEWS AND UPDATES



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.



How To Submit a Federal Financial Report

Active award recipients are required to submit quarterly Federal Financial Reports (FFR) in JustGrants. The next quarterly FFR covers the period April–June 2022 and is due on or before July 30, 2022.

In JustGrants, the only user role that can submit an FFR is the Financial Manager.

Financial Managers looking for assistance with submitting an FFR should review the <u>Submitting Financial Reports Job Aid Reference Guide</u> and the <u>financial reporting eLearning video</u>.

These training materials will help Financial Managers —

- locate, edit, and submit an FFR;
- correct validation errors; and
- meet deadlines for submitting financial reports.

Review the <u>DOJ Financial Guide</u> and the JustGrants <u>financial reporting training page</u> today to access these resources and prepare for submitting an FFR.

View Resources

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.

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