



Good afternoon, thank you for being on the call today. For those of you who are new, this is Mary Voorhies and I am the Senior Grants Officer at OneStar. Pat Guzman-Weema, one of our two Program Officers is also here in case any of your fiscal questions have a programmatic twist.

Before we get started, I wanted to let you know that today's call is being recorded, so if you have any objections to being on the recorded call than you may hang up at this time.

Also, I have muted all phone lines to reduce background noise. If you have any questions while on mute, please type them to me in the bar on the right hand side of your screen. We will also be breaking periodically for me to stop and answer any questions.

- Fall NASO
- Final PERs
- Final FFRs and Program Income & Expense Survey
- OnCorps Reports

Today's we're covering Fall 2017 NASO, Final PERs, Final FFRs, the new Program Income & Expense Survey, and OnCorps Reports.

For ease of the webinar we're going to keep everyone on mute. If you have questions, there's a bar on your screen from GoTo Webinar with a cell for asking questions. Please type your questions in and I will answer them, doing my best to keep them anonymous.

November 2017 in Austin



Thank you to everyone who shared their desire to attend a fall NASO! For the newbies on the call, NASO stands for New AmeriCorps Staff Orientation. It is required for individuals designated as either Primary Program or Primary Fiscal Contact to attend within one year of being in the primary role.

We are tentatively looking at November 29 and 30. This is the Wednesday and Thursday after Thanksgiving. Once we have solid dates, we will include them with the registration link in the AmeriCorps Updates email. Please keep your eyes open for that.

Any questions or suggestions of topics you would like covered?

Deadlines

30 days after the budget period ends

- Budget Period Ended 6/30/2017
 - » Due 7/30/2017
- Budget Period Ended 7/31/2017
 - » Due 8/30/2017
- Budget Period Ended 8/31/2017
 - » Due 9/30/2017

PERs are always due 30 days after the end date of the PER; final PERs are the same. Waiting until the 30th day to turn it in isn't mandatory. It can be turned in sooner. If the 30th day falls on a weekend, turning it the Friday before is completely allowable. Waiting until the next business day after the 30th day means the PER will be marked as late.

2016-17 final PER is still submitted using our excel template.

Any questions?

- **Final PER Checklist**

- **Cost-Reimbursement**

- 17 items, including match %, asset utilization, living allowance, APR and FFR submission

- **Fixed**

- 9 items, including asset utilization, hours calculations, APR submission, program income analysis



Similar to last year, our Controller has agreed to process PERs weekly for the next 2-3 months during “final PER season.”

Any questions?

- Final FFR is for *Cost-Reimbursement* awards
- Program Income & Expense Survey is for *Fixed* awards.
 - Both are due within 30 days of the budget period ending.
 - Complete the Final FFR after turning in the Final PER.

This is the same 30-day deadline as the Final PER, for programs with budget periods ending on 7/31 and 8/31. If you need an extension, then please ask us in advance. In your email please include an explanation of why an extension is needed.

§ 200.307 Program income.

Does anyone have an questions about either of these?

 OnCorps Reports

- **Future Training Topics**
 - PER Submission
 - De-obligation
 - Aggregate Financial Report Submission



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First, thank you to everyone for making this transition smooth!!!

I'm going to offer a few polls during this slide, so please bear with me.

We want to offer OnCorps training in addition to the pre-recorded webinars OnCorps have available on its website.

Betty Jo created the PER submission document. If there is interest in her hosting a webinar on this process in the next week or two, then please let us know via this first poll. I'll give everyone a minute or so to respond.

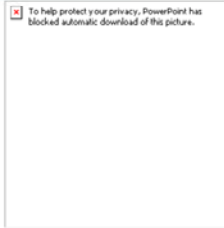
We plan to move away from Form Assembly and use OnCorps Reports for both De-Obligation and Aggregate Financial Report Submission (same as the FFR, but OnCorps has a different name). We plan to cover these at All-Grantee Meeting in the spring, but would like to know if other trainings methods are also of interest. I have two additional polls for these two topics. I give everyone a minute to respond to the first one because bringing up the second one. You can select multiple answers for these two questions.

Thank you! We'll look these over and proceed based on your interest.

As you're played around in OnCorps reports, if you come across something you have questions about and would like to see a training on, then please ask us!



QUESTIONS?



Thank you for joining us the Bi-Monthly
Fiscal Call!

The webinar slides will be posted on our
Grantee Resource Library afterward.