

GMS Monthly Agency Meeting



Grants Management System
Monthly Agency Meeting: June 2, 2025

Cutover Gap May 28- July 1: GMS Limitations Now!

- RIFANS remains the link – enables Federal Award changes in GMS to be uploaded to Workday. **Do keep federal award non-budget info up to date!**
- Federal Award budget changes completed in GMS before Memorial Day will be in Workday. **Do NOT make budget changes in GMS now** – it's a waste of your time.
 - If Budget does not equal federal award amount, it will be wiped.
 - Agencies will be able to fix budgets in Workday in July.
- Subawards – For any changes between Memorial Day-July 1 use *Manage Subrecipient > Create Amendment*. GMO will use GMS reporting to have Workday manually updated. **Do formal subaward amendments as needed.**
 - **Do NOT make changes directly on *Subrecipient Details* screen.** We cannot track during the gap.

GMS Invoices and State Fiscal Yearend

Steps for GMS Invoices to be Recorded in SFY25 – 3 Hurdles to Clear

1. Advise subrecipients to submit invoices before the A&C approval deadlines.
2. Confirm Reporting Period ends on/before 6/30/25. Reopen to subrecipient for changes if the period erroneously includes dates in SFY26.



Financial Report Details

Reporting Period:
03/01/2023 - 03/31/2023

Invoice number:*

Receiver ID:*

| Category | Spend | Match | Award Approved | Match Approved |
|----------|-------|-------|----------------|----------------|
|----------|-------|-------|----------------|----------------|



3. Ensure invoice completes eCivis approval workflow by COB on **6/27/25**. “Current Status” must be “Approved / Awaiting Payment” for it to be sent to RIFANS. Note: This does not guarantee the invoice will load into RIFANS overnight.



4. Ensure invoice completes RIFANS approval workflow by COB on **6/29/25**. If this does NOT happen on time, A&C will cancel the invoice. If this happens, use the Support Form. GMO will assist you to have it loaded into Workday.

In-Flight Federal Awards – Life to Date (LTD) Conversion

1. Reconciled Expense and Revenue Transaction Data
2. Two-Waves of LTD Conversion

Wave 1: Award Life to Date Transactions through 3/31/2025

- Similar spreadsheet to be provided, for entire open grant portfolio
- Due 5/30/2025
- Uploaded into Workday by go-live 7/1/2025

Wave 2: Award Life to Date Transactions 4/1/2025-6/30/2025

- Same process, for 1 quarter of data
- Due August 2025
- Uploaded into Workday late August 2025

Overdue: RIDE, RIEMA, DOA , Attorney General, CRMC, DLT, HPHC, DOR, SOS.

ERP Updates and Schedule

1. Intro to Workday Grants Training - June
 1. Part 1: Monday, June 9 from 1:30-3 PM
 2. Part 2: Monday, June 16 from 1:30-3 PM
2. ERP Grants Training – after go-live
 1. Additional, role-specific trainings to be scheduled
 2. Office hours
 3. ERP Tickets via ServiceNow / GMS Tickets via same [Support](#)

NOTE: We expect many attendees at the grant training sessions. We will take questions in the chat from participants – it will be different than UET in terms of pace & structure. Invites went to CFOs & fiscal contacts as they were sent prior to the final security role setup due last week. We will invite everyone with grant roles.

Reminders from previous Agency Calls

Federal Update

Federal Government is operating under a Continuing Resolution through the rest of Federal Fiscal Year (9/30/25)

- While the shutdown concerns are tabled until October, we are continuing to monitor the debt ceiling situation.
- Notify the Governor's Office when you receive any unexpected termination notices, amendment requests, or other non-routine communications concerning federal awards under your management.
 - Follow the specific notification procedures detailed in the March 4th memo from the Governor's Office.
 - Prompt communication of these critical developments is essential.

FFATA Reporting Changes



Changes to Subaward Reporting location - Here are the key dates for Subaward Reporting in SAM.gov:

- March 6, 2025 - FSRs.gov will be decommissioned. FSRs.gov will no longer be accessible to report or access subaward data (for search, edit, or create).
- While data will be able to be entered into the FSRs.gov system until close of business on March 6th, we recommend that users complete all subaward submissions in FSRs.gov as soon as possible.
- Visitors to FSRs.gov will be redirected to SAM.gov/FSRS
- March 7, 2025 - SAM.gov will begin ingesting a final set of data from the reports that were created or edited in FSRs.gov just prior to decommissioning.
- March 8, 2025 - Subaward reporting (search, edit, or create) will be enabled in SAM.gov
- Visitors to FSRs.gov will be redirected to SAM.gov/FSRS

FFATA Reporting Changes

If you are responsible for FFATA reporting within your agency, log in to SAM.gov to ensure your account is accessible and to request the appropriate role from your agency's Entity Administrator. The Federal Service Desk has put together this [document](#) to explain the new role that all FFATA reports will need going forward.

From GSA on 2/27/25:

To help users prepare for the change and move of subaward reporting to SAM.gov, GSA will:

- Offer a **second training session next Wednesday**, March 5 at 1:00PM EST. Please [click to register](#) for the live session on Thursday. When you go to register, you may discover that you already have been courtesy registered for the event by GSA (possible if you have participated in a previous session). If that is the case for you, there is no action required on your part. The recording of the event will be made available as soon as possible for those who can not attend live.
- Publish a variety of **knowledge articles** at the [Federal Service Desk](#) (SAM.gov's helpdesk) that will help you navigate the new subaward functionality in SAM.gov after March 7. These knowledge articles will be available on FSD.gov within the next few days and will be searchable by topic.
- Provide **how-to videos** during the next few weeks on the IAE [playlist](#) on GSA YouTube that will also help you navigate (in many instances, step-by-step) how to do subaward reporting in SAM.gov after March 7. These videos also will be made available soon.

If you are having trouble locating your Entity Administrator or with the transition to SAM.gov, please reach out to brianna.l.murphy@doa.ri.gov .

Training, Support, and Resources for Agencies

Upcoming Trainings

Upcoming trainings: ARM Part 2 (times TBD)

Invitations typically sent approx. 2 weeks prior to training date

Support

1. Weekly Office Hours – TUESDAYS at 1 PM
2. Monthly Agency Call – 1st or 2nd Monday at 2 PM
3. [User Support Form](#) – Available for both State Agency and Subrecipient/Applicant users

Resources

- Grants Management Office webpage
 - [Resources for State Agencies](#)
- [SharePoint](#) for recorded trainings
 - Submit User Support Form if you need access

Appendix

User Support:

To submit a support request please use the User Support form located on the Grants Management Office website:

<https://controller.admin.ri.gov/grants-management/grant-management-system-gms/user-support>

Grants Management Office Team Supporting GMS System:

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