

# GMS Monthly Agency Meeting



**Grants Management Office**  
*Monthly Agency Meeting: November 3, 2025*

# Update to New Federal Award in GMS

All new federal awards entered into the GMS must be entered using the "Organization Funding" functionality. The "Search for Grants" option will no longer be used to add grants to the GMS. The "Search for Grants" option will only be available for users who wish to use it to research federal awards.

This will streamline the process of entering new awards in the GMS and allow for consistent naming conventions of federal awards across all agencies.

## New naming convention for federal awards

- Federal Award Name (as written on award letter): FFYXX/PYXX/GYXX - FAIN ii. Example:
- Example: Performance Partnership Grant FFY26 – H80T5012345
- NOTE: If not entered following this naming convention, it will be changed during the review process.

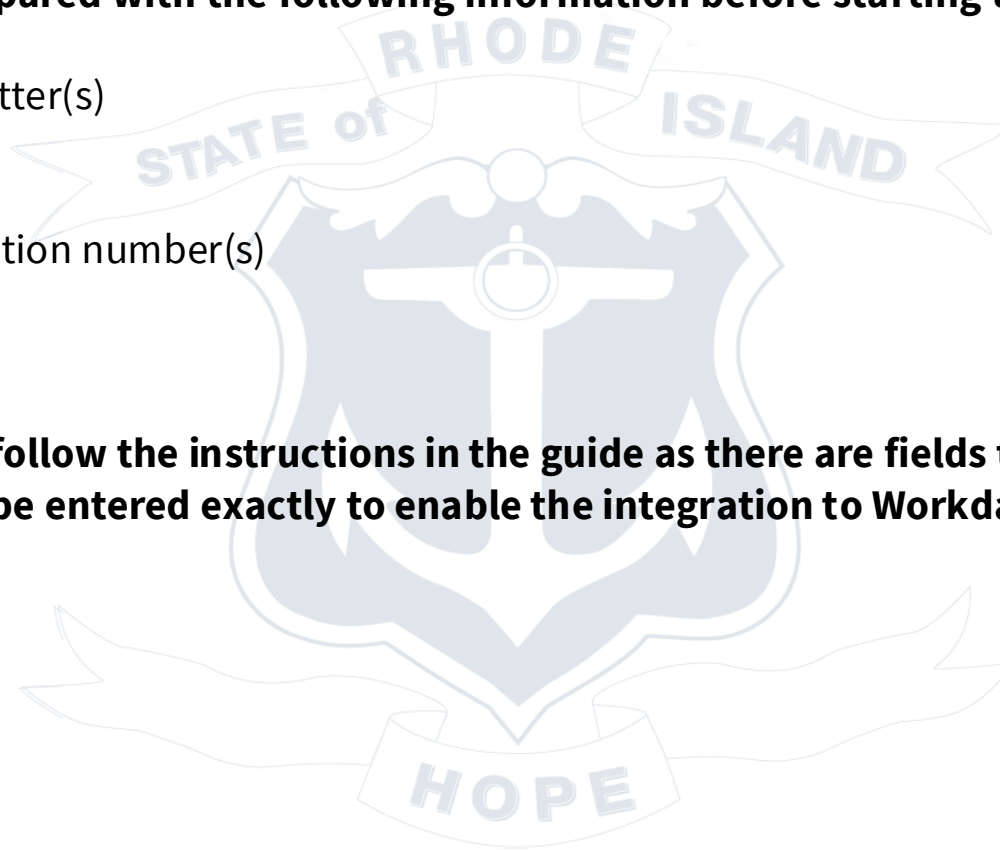
See the "Adding an Awarded Grant to the GMS" guide on the [Resources for State Agencies - Grantee](#) webpage for new process.

# Euna > Workday

**Your award will not move to Workday until the required elements are populated  
Ensure you are prepared with the following information before starting the process.**

- Federal award letter(s)
- FAIN
- ALN
- 5-digit appropriation number(s)

**It is important to follow the instructions in the guide as there are fields that are required to be entered exactly to enable the integration to Workday**



# New Awards Tracker

If federal award information is not entered following the instructions in the user guide, or the GMO has followed up questions about the content, a weekly email will be sent out with a tracker for agencies to input the missing information and/or leave a comment about the missing or incomplete information.

These email reminders will go out once per week to Project Team leads. The federal awards will not move forward and map to Workday until the information listed in the tracker has been updated.

For questions, leave a comment in the "Notes" section of the tracker. Do not send emails.

This tracker can be accessed any time in the SharePoint under the [New Awards in Euna Check](#) folder.

# Update on Non-Competitive (Direct to Award) Subaward Justification Waiver

**January 2026 all Non-Competitive (Direct to Award) Subaward Justification Waiver requests will be submitted via online form (ARM). Agencies can begin this process now by following the form link below**

Non-Competitive (Direct to Award) Subaward Justification Waiver online form:

[https://gn.ecivis.com/GO/gn\\_redir/T/519s6oeb6fbx](https://gn.ecivis.com/GO/gn_redir/T/519s6oeb6fbx)

Instructions on how to submit: <https://acrobat.adobe.com/id/urn:aaid:sc:US:efa32fe5-a886-4980-a4e9-b8beb7d2dc2d>

# ERP Grants Reminder: 02 Account/Grant Validation

**Effective December 1<sup>st</sup>, 2025, transactions on Source of Funds 02 Federal accounts must have a Grant worktag. To ensure that payments process:**

1. Complete setup of federal awards and IAA-FF's in Euna, or for programs excluded from Euna per [Business Process Policy for Federal Grant Management](#), complete manual setup of Awards in Workday.
2. Awards must route through the billing schedule step in new award workflow before the Grant worktag can be used.
3. Any PO's/supplier invoices with 02 accounts and no Grant worktags must be updated. ERP Report: "SRI - Find Purchase Order Line and Line Splits for Organization"
4. Any SFY26 transactions on 02 accounts missing Grant worktags must be journaled. Resources in [Grants Management - Grants Training Materials - State Agency Trainings - All Documents](#)

See subfolder: Grants ERP > ERP Grants > 7. ERP Federal Draws (9.25.2025)

# ERP Report Tip

To include filter criteria in your ERP exports, use the Export to Excel icon in the blue bar

The screenshot shows the top navigation area of an ERP system. On the left, there is a 'MENU' button with a hamburger icon and an anchor logo. A search bar contains the text 'sri cash'. To the right of the search bar are notification icons: a bell with a red circle containing '3', a card icon with a red circle containing '1409', and a user profile icon. Below the search bar is a dark blue bar with the text 'SRI - Cash Basis 02 Transaction Data' and a 'Details' icon. The 'Export to Excel' icon (a grid with an 'X') is highlighted with a green box, and a green arrow points to it from the text above.

## > Details

830 items



Journal Line	Ledger Period	Cash Date	Accounting Date	Journal Source	Operational Transaction

# Training, Support, and Resources for Agencies

## **Support**

1. Weekly Office Hour – TUESDAYS at 2:00 pm - Euna Grants issues
2. ERP 02 Fund Source Grant Worktag Training – Wednesday 11/05 at 11AM
3. Monthly Agency Call – 1<sup>st</sup> or 2<sup>nd</sup> Monday at 1:30 PM
4. [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

# Reminders from previous Agency Calls

# Non-Profit Transparency

At the request of the General Assembly, we have been asked to inform any and all recipients of direct grants and/or named appropriations through the state budget, in excess of \$50,000, that they may be impacted by R.I. Gen. Laws § 22-6-16 (P.L. 2025 Sec 41 & 42 (S0579A/H6235A)). This statute reads in its entirety as:

## **22-6-16. Nonprofit funding transparency.**

*(a) Any nonprofit entity that receives grants or other funding in excess of fifty thousand dollars (\$50,000) from the general assembly directly or appropriated through the state budget for any fiscal year shall, within ninety (90) days of the receipt of the grant or appropriation, provide information relating to employee compensation within the nonprofit entity to the general assembly.*

*(b) The nonprofit entity shall disclose the total benefit package paid to the five (5) highest compensated employees with reportable compensation of at least one hundred thousand dollars (\$100,000) from the organization during the previous fiscal year. This disclosure shall include a description of the position, the total salary or compensation paid along with all benefits provided including, but not limited to, health insurance, retirement or pension contributions, and any other allowances for items such as automobiles, lodging or communication devices. Provided, however, the name of the individual employee need not be disclosed.*

Further, the General Assembly requests that such reports should be sent by hard copy or email to the Chairs of the House and Senate Finance Committees and their respective fiscal advisors.

### House Committee on Finance:

Chairman Marvin L. Abney - [rep-abney@rilegislature.gov](mailto:rep-abney@rilegislature.gov)

Sharon Reynolds Ferland, House Fiscal Advisor - [sreynolds@rilegislature.gov](mailto:sreynolds@rilegislature.gov)

To mail a hard copy, please send to their attention at: 82 Smith St, State House - Room 306, Providence, Rhode Island 02903

### Senate Committee on Finance:

Chairman Louis P. DiPalma - [sen-dipalma@rilegislature.gov](mailto:sen-dipalma@rilegislature.gov)

Stephen Whitney, Senate Fiscal Advisor - [swhitney@rilegislature.gov](mailto:swhitney@rilegislature.gov)

To mail a hard copy, please send to their attention at: 82 Smith St, State House - Room 117, Providence, Rhode Island 02903

# 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](mailto:brianna.l.murphy@doa.ri.gov) .

# 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:

- Steve Thompson
- Laura Sullivan
- Katje Benoit
- Brittany Murtaugh

