



Department for HIV Elimination

FY 2024 GRANT REQUIREMENTS CALENDAR

Ending
the
HIV
Epidemic

FY24	CONTENTS	WWW.ENDHIVATL.ORG	SUBMISSION DEADLINE
INVOICES	March Expenditure Report		April 26, 2024
	April Expenditure Report		May 29, 2024
	May Expenditure Report		July 1, 2024
	June Expenditure Report		July 29, 2024
	July Expenditure Report		August 28, 2024
	August Expenditure Report		September 30, 2024
	September Expenditure Report + <i>(Detailed Spend Plans)</i>		October 28, 2024
	October Expenditure Report + <i>(Detailed Spend Plans)</i>		December 3, 2024
	November Expenditure Report + <i>(Detailed Spend Plans)</i>		January 2, 2025
	December Expenditure Report + <i>(Detailed Spend Plans)</i>		January 30, 2025
January Expenditure Report + <i>(Detailed Spend Plans)</i>		March 3, 2025	
	February Expenditure Report (INCLUDING ALL FINAL CHARGES)		March 28, 2025
QUARTERLY REPORTS	1st Reporting Period: March 1 – May 31 <ul style="list-style-type: none"> Quarterly Monitoring Call Report Program Income (if applicable) Maintenance of Effort (MOE) CAB Meeting Minutes Detailed Spend Plan QM PDSA Worksheet *QM Plan - (submit only in the 1st Qtr. Due March 1st) VLS Non-compliant List (OAHS-funded agencies only) 		July 1, 2024
	2nd Reporting Period: June 1 – August 31 <ul style="list-style-type: none"> Quarterly Monitoring Call Report Program Income (if applicable) Maintenance of Effort (MOE) CAB Meeting Minutes QM PDSA Worksheet Detailed Spend Plan 		September 30, 2024
	3rd Reporting Period: September 1 – November 30 <ul style="list-style-type: none"> Quarterly Monitoring Call Report Program Income (if applicable) Maintenance of Effort (MOE) CAB Meeting Minutes QM PDSA Worksheet Detailed Spend Plan (submit monthly after the 2nd Qtr.) VLS Non-compliant List (OAHS-funded agencies only) 		January 2, 2025
	4th Reporting Period: December 1 – February 28 <ul style="list-style-type: none"> Quarterly Monitoring Call Report Program Income (if applicable) Maintenance of Effort (MOE) CAB Meeting Minutes QM PDSA Worksheet Detailed Spend Plan (submit monthly after the 2nd Qtr.) Year End Accomplishment Form 		March 28, 2025
<ul style="list-style-type: none"> Quarterly Monitoring calls will be scheduled by your Project Officer. QM calls will be scheduled by your QM Specialist. Subrecipient Site Visits and Desk Audits will be conducted during the 2nd Qtr. Monthly RSR Validation & Completeness Reports will be sent per agency need. Any corrections must be complete by the following Quarterly Report. Maintenance of Effort <u>does not</u> apply to EHE agencies. DHE will provide data from the Client Satisfaction Survey biannually. EHE Triannual Data Reports will be due: June 15th, October 15th, February 15th. <p style="text-align: center; color: red; font-weight: bold;">*FEBRUARY IS THE FINAL INVOICE*</p>			