



## HHS-OIG Recipient FAQ's

### What is changing for the FY27 MFCU Application?

HHS-OIG will transition from email-based submissions to GrantSolutions (GS) starting with the FY27 application cycle. Moving forward, all applications must be submitted via GS.

### Who needs a GrantSolutions account?

Each MFCU is required to designate an Authorizing Official (AO) and a Project Director/Principal Investigator (PD/PI). Additional users may be added as needed.

### How do we access training?

GS provides webinars, Cvent-hosted sessions, and recorded trainings accessible via public links. HHS-OIG will re-distribute all registration links and recordings.

### What must States submit in FY27?

SF-424/424A, budget narrative, indirect cost documentation (as applicable), Project Abstract Summary, and all necessary program documents.

### Where will training materials and recordings be posted?

HHS-OIG will publish links to recordings, job aids, and application kits on the [HHS-OIG MFCU](#) webpage.

### Who do we contact for help?

Technical issues go to the GS helpdesk. Policy or program questions go to your HHS-OIG program representative.

GrantSolutions Website [www.grantsolutions.gov](http://www.grantsolutions.gov)

GrantSolutions Helpdesk Email [help@grantsolutions.gov](mailto:help@grantsolutions.gov)

### What should recipients do now?

Watch for GS onboarding emails; register for training; review FY27 guidance once distributed.



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For the FY 2027 grant submission, should the AO submit it, or can MFCU/DMFEA staff under the PD do so?

Anyone from the recipient organization (including support staff) can apply and submit the application. It does not need to be the PI/PD or AO.

On the SF424 form there are four columns, is it asking for the four quarters of the fiscal year?

The form includes four columns to optionally spread out the funds by quarter.

Is there a file size limit to upload or a limit to the number of files you can upload at a time?

The limit is 5 files that cannot exceed 1GB total size (sum of all file sizes).

Will the NoA be available on 10/1 as in the past?

You will receive a NoA for each quarterly funding release. For one application submission for the year, you will receive a NoA each quarter.

By submitting an application on GS, I am essentially certifying that the AO has approved the request?

Correct. No physical signature required.

The SF424 used to needed to be signed by the AO. Are we to understand that by submitting it, whoever is logged in is using that process to replace that signature?

Correct.

Will this be the only place we can find our Notice of Award? Will it also be emailed?

You will be able to access your Notice of Awards in GS. You will only receive an email notification that you have received an award. You will need to log into GS to View/Print award.



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During the submission process, can we fill out the info without submitting it? Then return and submit, at a later date/time?

You do not need to submit right away, you may go back and submit at a later date/time. Progress will be saved.

Is the final submitter of the grant considered the person that is signing it?

Yes, the AO or PI/PD can submit applications.

If I already have a log in with GS for another grant within our agency, will we get a new log-in or just have this grant added to our current account?

You will need to submit a [form](#) and GS will map your current login to the HHS-OIG grant program if you have the PI/PD role. For users with the AO role, no action will be needed as all grants will display for all grants.

I believe I have the incorrect role, who do I get my role updated?

You will need to submit the [Recipient User Account Request Form](#).

Will our agency AO or PI/PD have to request for additional users? Or, will an individual user have to request access through contacting GS directly?

For additional users, reach out to the [GrantSolutions Help Desk](#) to confirm if an account exists. If no account exists, you will need to complete the [Recipient User Account Request Form](#). This is also the form if modifications are needed to your account.

Does it matter if you use Microsoft Edge or Google Chrome?

You can use the latest version of either browser.

If we have to request an extension for filing a FFR, do we do that in PMS or GS?

You can continue to email the OIG Grants Management Officer (GMO) to request that extension.

When setting up user accounts, the Grant User Account Request Form does not have HHS-OIG as an option in part 2, Funding Entity?

Please enter HHS-OIG in the "Other" Field.



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I am unable to locate the MFCU Grant when I log into GS, what do I do now?

Click on Opportunities and then use Ctrl + F and search keyword “Fraud”. You should find FY 27 Application Package – MFCU.

The applicant information is prefilled but is the address of the main office, should I change it?

This is the address to validate the UEI, so the main office will go here. Later during preparation phase the GMO will enter the address for the specific office.

The guidance document for SF-424A provides directions for Section A and B. Are those the on sections to be completed?

For FY27, just submit Sections A & B. This may change in future years but for this year just Sections A & B.

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I have submitted the application for our office. When I submitted, I received the conformation below. It has a notation to submit signed copies of forms if you have been instructed to do so. Since I submitted online, I did not see where this was an option.

The system does accept the electronic signature. This is only applicable if the Grantor has required signed copies of the application, which OIG is not requiring. So this is just an FYI notice to the applicants.

When completing my application, I have been receiving SF-424A errors, how should I approach?

Complete sections A, B, and C. Do Not fill in sections D, E, and F. Detailed instructions are provided on the electronic form.



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- **Section A-** Only need to fill out line 1.
  - Column (a): enter “MFCU”
  - Column (b): enter 93.775
  - Columns (c) and (d): skip
  - Columns (e) through (g): enter accordingly.
- **Section B-** Only need to fill out column 1
  - For each budget category, fill in the total request for funds in that category (Federal and non-Federal).
  - Do not enter anything in line 7, Program Income
- **Section C-** Only need to fill out line 8
  - Total amounts listed in line 8 need to match amount in Section A, column (f)