



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

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TO: DCJS Grant Recipients
FROM: Albert Stokes, Grant Manager
DATE: January 8, 2019
SUBJECT: Reimbursement Requests for Funds

As you know, the federal government partial shutdown is impacting many organizations and individuals. DCJS received notices yesterday from the Office of Justice Programs (OJP) and the Office on Violence Against Women (OVW) that they have “sufficient resources to remain operational through 5:00 p.m. EST on Friday, January 18, 2019.”

The notice also stated that processing of payment requests through the federal Grants Payment Request System (GPRS) “will resume immediately, and continue through 6:00 a.m. EST on January 18, 2019.” Thus, there is a window of time in which DCJS can submit a payment request in GPRS and hopefully have it processed.

If you have not already, we strongly encourage you to submit your reimbursement requests for funds in GMIS for the quarter ending December 31st by 5:00 p.m. on Friday, January 11, 2019. We cannot guarantee that reimbursement requests submitted after this time will be included in our GPRS payment request.

Please be aware, however, that a result of the current shutdown and uncertainty regarding the end of the shutdown, DCJS may experience a delay in receiving funding from the federal government. Once we request funds in GPRS, it may still be several weeks before we receive the funding needed to process your request for reimbursement. We recognize the complications this uncertainty creates and the potential impact it could have on your agency. Once funds are received from the federal government, DCJS will make every effort to process the reimbursement payment to your agency quickly, however it could take up to 30 days.

To reiterate, in order to have your reimbursement included in our GPRS payment request next week, please submit your request for funds by 5:00 p.m. on Friday, January 11, 2019.

If you have any questions, please contact your Grant Monitor or Grant Program Coordinator.