RWHAP GCMS – Written Q&A Summary

August 4th, 2022

#	Questions	Answers
1.	Will a recording of today's presentation be provided?	Yes, the Completing the Grantee contract Management System webinar recording will be available on the TargetHIV site, and the 508-compliant slides will be available in about two weeks.
2.	What other tools are available when completing the GCMS?	For a more in-depth look at the GCMS and for more overall information, check out the GCMS Subtopic page on TargetHIV and the GCMS Instruction Manual.
3.	What was the email to get a new provider entered?	If you need a new provider added to the web system, you can send an email to RyanWhiteDataSupport@wrma.com. Please include the new provider's name, Full address, Employer Identification number (EIN), and the person of contact at the provider organization. Please include the contact's full name, phone number, official title, and email address.
4.	Can you please re-state where we can look for our provider's registration code?	The registration codes will be listed in the GCMS in your list of contracts from previous years. If this is a new provider or you did not fund them in previous years, they may not be listed there. If this happens, or if you need assistance finding a provider, please reach out to Ryan White Data Support RyanWhiteDataSupport@wrma.com and we can help you obtain the registration code.
5.	Can you please repeat where we should enter administrative and technical services?	Funding amounts for administrative and technical services are **not** entered into the GCMS and are instead entered directly into the PTR/Allocations Report in the Allocations table. For additional resources related to the PTR/Allocations Report, check out the PTR/Allocations Report subtopic page on the TargetHIV website.
6.	If we are the recipient of a RWHAP Part C grant, and a subrecipient of a RWHAP Part B grant, should we add under our contract the services provided using RWHAP Part B funds under the RW related funds column?	You only have to enter services for the grant for which you are a recipient (RWHAP Part C). The RWHAP Part B grant recipient will enter your organization under their contracts. For more information about recipient and subrecipient relationships, please refer to page 2 in the GCMS Instruction Manual. In addition, RWHAP base grants are not considered RWHAP-related funding. Only program income and pharmaceutical rebates are considered RWHAP-related services. For more

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		information about RWHAP-related income, please refer to the "Understanding Eligible Services Reporting" In Focus document.
7.	If we are the recipient and the provider under our own grant, would we add a contract for our organization in GCMS?	Yes, if you are the recipient and are also providing direct client services for your grant, you would add a contract in the GCMS for your organization.