



# PEPFAR

U.S. President's Emergency Plan for AIDS Relief

## DATIM ERB Processor App Direct Data Entry Instructions for Prime Partners

COP23/FY24 Expenditure Reporting



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# ERB Processor App Overview



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# Updates in FY24

## 1. Shift to Beneficiary/Sub-Beneficiary to Targeted Beneficiary Reporting

- Targeted Beneficiaries include: AGYW, Pregnant & Breastfeeding Women, Children, OVC, Military, Key Populations, Non-Targeted Populations
- Beneficiary reporting guidance (including differences between beneficiary reporting) is available in the [PEPFAR Financial Classifications Reference Guide](#)

## 2. Program Area Updates

- List of updates available in the [PEPFAR Financial Classifications Reference Guide](#)

## 3. Access to Exports for Partners and Agencies through DATIM Genie & ERB Processor App

- DATIM Genie provides IM-level data, and includes budget amounts and [Allocated Beneficiaries](#), refreshed nightly
- ERB Processor App provides Partner-level data, and includes partner-level specifics, refreshed real time as users "Save" entries

For more details on these updates, please review the [What's New For COP23/FY24 Expenditure Reporting Page](#) on PEPFAR Zendesk.

# Reminders from FY23: Online Data Entry

- Data entry can now be completed within the Expenditure Reporting & Budget (ERB) Processor App.
  - The App now provides **Prime Partner** users with the ability to enter interventions information and expenditure amounts into the App **directly**
  - The new data entry functionality **integrates with the Expenditure Template** tab of the existing expenditure template, to ensure that offline work can still be done, and then copied and pasted or imported into the App
  - The online data entry functionality will also have **real time validations**, providing error/Review messages as unlikely combinations are entered

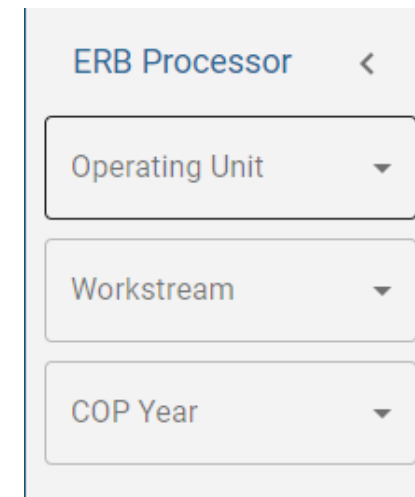
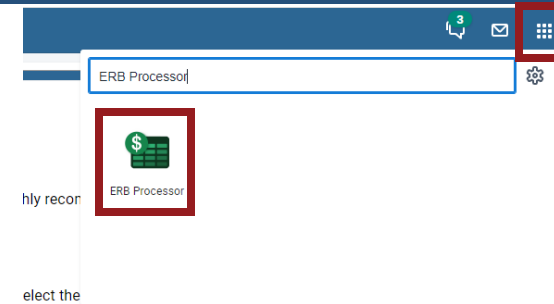
The screenshot displays the ERB Processor interface. On the left, there are dropdown menus for 'Operating Unit' (South Africa), 'COP Year' (COP 2022 (FY23)), and 'Mechanism' (100217 - 7200AA1...). The main area shows a 'Prime Partner' section for 'Palladium International, LLC' with a 'Valid' status and a 'Total: \$0.00'. Below this is an 'IMPORT' button and a table with columns A, B, and C. The table contains various expenditure categories and their corresponding values.

	A	B	C
1		Program Management	Categorization of Intervention 2
2	Notes	Program Management	Notes...
3	Program Area	PM: IM Program Management-NSD	Program Area
4	Beneficiary	Non-Targeted Pop: Not disaggregated	Beneficiary
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	
8	Personnel: Salaries- Other Staff		
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		
22	Training		
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges		
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$0.00	\$0.00

Above: New ERB Processor App Data Entry Fields

# Accessing the ERB Processor App

- Sign into <https://www.datim.org>
- On the top right-hand corner of the screen, select the apps menu.
- Within the App menu, select the ERB Processor App
- For Workstream, select "Expenditure Reporting"
- For COP Year, select "COP23 (FY24)"
- If your mechanism is not available, please work with your agency POCs to update FACTS Info Next Gen (FI-NG) to indicate that this mechanism was active in COP23FY24



# ERB Processor App Layout

- Like FY23 reporting last year, the ERB Processor App is broken down into two sections for reporting: Prime and Subrecipients, with the Prime expenditure entry at the top of the page and Subrecipient entry below

Mechanism		Status	
Mech ID	100217	Total from all templates:	\$642,350.00
Award #	7200AA19CA00004	Approval Status:	Pending
Mechanism Name	Data for implementation (Data.FI)		

**Categorization of Interventions**

SAVE UPLOAD

**Instructions**

DS-4213 President's Emergency Plan for AIDS Relief (PEPFAR) Program Expenditures  
OMB Control No. 1405-0208 OMB approval expires 07/31/2024 Burden-24 hours

This template should be used for reporting Fiscal Year 2023 (October 1, 2022 - September 30, 2023) PEPFAR program expenditures by Implementing Partners and their subrecipients; a separate template should be completed for each separate Operating Unit (OU) and Award, and any subrecipients whose expenditures are greater than \$25,000. Please read through expenditure reporting guidance, instructions on this template prior to completing this form. All guidance and instructions can be found at <https://datim.zendesk.com>.

Public reporting burden for this collection of information is estimated to average 24 hours per response, including time required for searching existing data sources, gathering the necessary documentation, providing the information and/or documents required, and reviewing the final collection. You do not have to supply this information unless this collection displays a currently valid OMB control number. If you have comments on the accuracy of this burden estimate and/or recommendations for reducing it, please send them to: Office of the US Global AIDS Coordinator (S/GAC) U.S. Department of State, 1800 G Street, NW, 10th Floor, Washington, DC 20006.

Prime Partner		
Palladium International, LLC	2 Errors	Total: \$616,350.00

Subrecipients below \$25,000		
NAME	Valid	Total: \$26,000.00

ADD SUBRECIPIENT

Narrative

# Prime Partner Expenditures



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# Entering Expenditures

## Prime Partners



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# Complete Prime Expenditures

- Once you have accessed the ERB Processor App page for your mechanism, you can enter intervention information (Program Area and Beneficiary) and expenditures
- Color-coded error and Review validations are available for unlikely combinations of Program Area and Beneficiary, as well as Program Area and Cost Category in the errant cell that needs to be reviewed/corrected
  - Errors are highlighted in red and will cause the validation to fail, i.e., the upload will not be successful
  - Reviews are highlighted in yellow and should be reviewed to ensure that they are correct, since these entries are unlikely
  - If you require clarification for why the validation is necessary, an explanation for each validation is available under the reporting table
- To review the full list of unlikely combinations, please see Appendix A, B, and C of this document, as well as the Error Checks section for Prime Partners

	A	B	C
1		Program Management	Categorization of Intervention 2
2	Notes	Program Management	Notes...
3	Program Area	PM: IM Program Management-NSD	C&T: HIV Clinical Services-NSD
4	Beneficiary	Non-Targeted Pop: Not disaggregated	Females: Not disaggregated
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	\$ 1,500
8	Personnel: Salaries- Other Staff		\$ 20,000
9	Fringe Benefits	\$ 10,000	\$ 12,500
10	Travel: International Travel	\$ 125,000	
11	Travel: Domestic Travel	\$ 85,000	
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		\$ 123,850
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		\$ 250,000
21	Construction		
22	Training	\$ 24,050	
23	Other: Financial Support for Beneficiaries		
24	Other: Other		\$ 265,847
25	Indirect Charges		\$ 25,000
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$244,050.00	\$703,697.00

**Validation**

**Error 1:** Intervention 2: Non Program Management interventions cannot have Indirect Charges

**Warning 1:** Intervention 2: It is unlikely for salaried and contracted clinical and ancillary healthcare workers to work on a site level, non-service delivery intervention. Please review all salaried and contracted clinical and ancillary healthcare worker expenditures entered in site level non-service delivery interventions prior to submission.

**Warning 2:** Intervention 2: Please use the narrative box to explain your Other:Other expenses

# Step 1: Select Program Area

- Select the Program: Subprogram-Service Delivery (or non) combination from the drop down list.
- **Do not paste** values into these cells; use the program area drop down list. If a chosen value in this cell does not exactly match one of the options on the drop down list, this error will not constitute a valid submission in DATIM, **i.e., validation will fail.**

	A	B	C
1		Program Management	Categorization of Intervention 2
2	Notes	Program Management	Notes
3	Program Area	PM: IM Program Management-NSD	<input type="text"/>
4	Beneficiary	Non-Targeted Pop: Not disaggregated	Beneficiary
5	Cost Category	Program management expenditures	Expenditures against Intervention 2

# Step 1: Select Program Area

- The complete list of the unique combination options on the program drop down list is shown here
- These reflect the new program areas introduced in COP23, available in the [Financial Classifications Reference Guide](#)
- Please note the following abbreviations that are used on this list:
  - C&T= Care and Treatment
  - HTS= Testing
  - PREV= Prevention
  - SE= Socioeconomic
  - ASP= Above Site Programs
  - SD= service delivery
  - NSD= non-service delivery

- C&T: HIV Clinical Services-SD
- C&T: HIV Clinical Services-NSD
- C&T: HIV Laboratory Services-SD
- C&T: HIV Laboratory Services-NSD
- C&T: HIV Drugs-SD
- C&T: HIV Drugs-NSD
- C&T: HIV/TB-SD
- C&T: HIV/TB-NSD
- HTS: Facility-based testing-SD
- HTS: Facility-based testing-NSD
- HTS: Community-based testing-SD
- HTS: Community-based testing-NSD
- PREV: Non-Biomedical HIV Prevention-SD
- PREV: Non-Biomedical HIV Prevention-NSD
- PREV: VMMC-SD
- PREV: VMMC-NSD
- PREV: PrEP-SD
- PREV: PrEP-NSD
- PREV: Medication assisted treatment-SD
- PREV: Medication assisted treatment-NSD
- PREV: Condom & Lubricant Programming-SD
- PREV: Condom & Lubricant Programming-NSD
- PREV: Not Disaggregated-SD
- PREV: Not Disaggregated-NSD
- PREV: Violence Prevention and Response-SD
- PREV: Violence Prevention and Response-NSD
- SE: Case Management-SD
- SE: Case Management-NSD
- SE: Economic strengthening-SD
- SE: Economic strengthening-NSD
- SE: Education assistance-SD
- SE: Education assistance-NSD
- SE: Psychosocial support-SD
- SE: Psychosocial support-NSD
- SE: Food and nutrition-SD
- SE: Food and nutrition-NSD
- ASP: Procurement & supply chain management-NSD
- ASP: Human resources for health-NSD
- ASP: Laboratory systems strengthening-NSD
- ASP: Public financial management strengthening-NSD
- ASP: Management of Disease Control Programs-NSD
- ASP: Laws, regulations & policy environment-NSD
- ASP: Surveys, Surveillance, Research, & Evaluation (SRE)-NSD
- ASP: Health Management Information Systems (HMIS)-NSD
- PM: IM Program Management-NSD
- PM: IM Closeout costs-NSD
- PM: USG Program Management-NSD

# Step 2: Select Targeted Beneficiary

- Select the Targeted Beneficiary from the drop down list.
- **Do not paste** values into these cells; use the targeted beneficiary drop down list. If a chosen value in this cell does not exactly match one of the options on the drop down list, this error will not constitute a valid submission in DATIM, **i.e., validation will fail.**

	A	B	C
1		Program Management	Categorization of Intervention 2
2	Notes	Program Management	Notes...
3	Program Area	PM: IM Program Management-NSD	C&T: HIV Drugs-NSD
4	Beneficiary	Non-Targeted Pop: Not disaggregated	<input type="text"/>
5	Cost Category	Program management expenditures	Expenditures against Intervention 2

# Step 2: Select Targeted Beneficiary

- The complete list of the targeted beneficiary drop down list is shown here
- These reflect the new Targeted Beneficiary/Allocated Beneficiary structure introduced in COP23, available in the [Financial Classifications Reference Guide](#)
- Please note the following abbreviations that are used on this list:
  - AGYW: Adolescent Girls and Young Women
  - OVC: Orphans and Vulnerable Children

- AGYW
- Key Populations
- Pregnant and Breastfeeding Women
- OVC
- Children
- Military
- Non-Targeted Populations

# Step 2: Program Management always Intervention 1

- The first intervention Program Area drop down now only includes the relevant Program Management (PM) Program Areas for your mechanism (i.e., Peace Corps mechanisms will see "PM:USG Program Management-NSD" in their drop down).
- If your mechanism does not have a PM Budget, please leave this intervention empty.

	A	B	C
1		Program Management	Categorization of Intervention 2
2	Notes	Program Management	Notes...
3	Program Area	PM: IM Program Management-NSD	C&T: HIV Drugs-NSD
4	Beneficiary	Non-Targeted Pop: Not disaggregated	
5	Cost Category	Program management expenditures	Expenditures against Intervention 2

# Step 3: Enter Expenditure by Sub Cost Category

- For each intervention, enter expenditures into the appropriate sub cost categories

	A	B	C
1		Program Management	Categorization of Intervention 2
2	Notes	Program Management	Notes...
3	Program Area	PM: IM Program Management-NSD	C&T: HIV Drugs-NSD
4	Beneficiary	Non-Targeted Pop: Not disaggregated	Females: Not disaggregated
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	
8	Personnel: Salaries- Other Staff		\$ 2,385,700
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		\$ 125,000
13	Equipment: Non-Health Equipment		\$ 250,000
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		
22	Training		
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges	\$ 1,235,960	
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$1,235,960.00	\$2,760,700.00



# Validation Checks: Errors and Reviews Prime Partners



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# ERB Processor App: **Errors**

- Below is a list of the possible validation errors you can receive in the ERB Processor App with page numbers to navigate to the page with further explanation:
- **Errors** are for entries that cannot be reported, as they contradict PEPFAR Financial Classification definitions. These will be showstoppers; i.e., the validation will fail and the mechanism cannot be uploaded.

Validation Message	Page #s
Missing Program Area	19
Missing Targeted Beneficiary	20
Duplicate Intervention	21
Indirect Charges	22
Program Management: Healthcare Worker	23
Program Management: Health Supplies	24
Above Site Programs: Salaried Healthcare Workers	25

# Missing Program Area

- The feedback indicates the intervention where the Program Area is missing.
- **Message (in Validation box):** "Intervention [#]: Program Area is required"
- **Resolution:** Add a Program Area for the errant Intervention

	A	B	C	D
1		Program Management	Categorization of Intervention 2 ✕	Categorization of Intervention 3 ✕
2	Intervention Name	Intervention name...	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	Program Area	C&T: HIV Drugs-SD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW	Targeted Beneficiary
5	Cost Category	Program management expenditures	Expenditures against Intervention 2	Expenditures against Intervention 3
6	Personnel: Salaries- Health Care Workers-Clinical	N/A	\$ 10,000	\$ 10,000
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A		
8	Personnel: Salaries- Other Staff	\$ 1,000		
9	Fringe Benefits			
10	Travel: International Travel			
11	Travel: Domestic Travel			
12	Equipment: Health Equipment			
13	Equipment: Non-Health Equipment			
14	Supplies: Pharmaceutical	N/A		
15	Supplies: Health- Non Pharmaceutical	N/A		
16	Supplies: Other Supplies			
17	Contractual: Contracted Health Care Workers-Clinical	N/A		
18	Contractual: Contracted Health Care Workers- Ancillary	N/A		
19	Contractual: Contracted Interventions	N/A		
20	Contractual: Other Contracts			
21	Construction			
22	Training			
23	Other: Financial Support for Beneficiaries			
24	Other: Other			
25	Indirect Charges			
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$1,000	\$10,000	\$10,000
<b>Validation</b>				
Error 1: Intervention 2: Program Area is required				

	A	B	C	D
1		Program Management	Categorization of Intervention 2 ✕	Categorization of Intervention 3 ✕
2	Intervention Name	Intervention name...	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	Program Area	C&T: HIV Drugs-NSD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW	Targeted Beneficiary
5	Cost Category	Program management expenditures	Expenditures against Intervention 2	Expenditures against Intervention 3
6	Subrecipient Total	\$ 1,000	\$ 1,000	\$ 1,000
<b>Validation</b>				
Error 1: Intervention 2: Program Area is required				
Error 2: Intervention 3: Beneficiary is required				

# Missing Targeted Beneficiary

- The feedback indicates the intervention where the Targeted Beneficiary is missing.
- Message (in Validation box):** "Intervention Categorization of Intervention [#] - Beneficiary is missing"
- Resolution:** Add a Targeted Beneficiary for the errant Intervention

	A	B	C	D
1		Program Management	Categorization of Intervention 2 ✕	Categorization of Intervention 3 ✕
2	Intervention Name	Intervention name...	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	Program Area	C&T: HIV Drugs-SD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW	Targeted Beneficiary
5	Cost Category	Program management expenditures	Expenditures against Intervention 2	Expenditures against Intervention 3
6	Personnel: Salaries- Health Care Workers-Clinical	N/A	\$ 10,000	\$ 10,000
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A		
8	Personnel: Salaries- Other Staff	\$ 1,000		
9	Fringe Benefits			
10	Travel: International Travel			
11	Travel: Domestic Travel			
12	Equipment: Health Equipment			
13	Equipment: Non-Health Equipment			
14	Supplies: Pharmaceutical	N/A		
15	Supplies: Health- Non Pharmaceutical	N/A		
16	Supplies: Other Supplies			
17	Contractual: Contracted Health Care Workers-Clinical	N/A		
18	Contractual: Contracted Health Care Workers- Ancillary	N/A		
19	Contractual: Contracted Interventions	N/A		
20	Contractual: Other Contracts			
21	Construction			
22	Training			
23	Other: Financial Support for Beneficiaries			
24	Other: Other			
25	Indirect Charges			
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$1,000	\$10,000	\$10,000
Validation				
Error 2: Intervention 3: Beneficiary is required				

	A	B	C	D
1		Program Management	Categorization of Intervention 2 ✕	Categorization of Intervention 3 ✕
2	Intervention Name	Intervention name...	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	Program Area	C&T: HIV Drugs-NSD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW	Targeted Beneficiary
5	Cost Category	Program management expenditures	Expenditures against Intervention 2	Expenditures against Intervention 3
6	Subrecipient Total	\$ 1,000	\$ 1,000	\$ 1,000
Validation				
Error 1: Intervention 2: Program Area is required				
Error 2: Intervention 3: Beneficiary is required				

# Duplicate Intervention

- The feedback indicates the intervention(s) where the intervention (Program Area and Targeted Beneficiary) is duplicated.
- **Message (in Validation box):** The intervention "[Program Area] / [Targeted Beneficiary]" is repeated [X] times and needs to be consolidated: Intervention [#] and Intervention [#].
- **Resolution:** Update the program area and/or targeted beneficiary for one of the duplicates and confirm all expenditures are correct.

	A	B	C	D
1		Program Management	Categorization of Intervention 2 ✕	Categorization of Intervention 3 ✕
2	Intervention Name	Intervention name...	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	C&T: HIV Drugs-SD	C&T: HIV Drugs-SD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2	Expenditures against Intervention 3
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	\$ 10,000	\$ 10,000
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A		
8	Personnel: Salaries- Other Staff	\$ 1,000		
9	Fringe Benefits			
10	Travel: International Travel			
11	Travel: Domestic Travel			
12	Equipment: Health Equipment			
13	Equipment: Non-Health Equipment			
14	Supplies: Pharmaceutical	N/A		
15	Supplies: Health- Non Pharmaceutical	N/A		
16	Supplies: Other Supplies			
17	Contractual: Contracted Health Care Workers- Clinical	N/A		
18	Contractual: Contracted Health Care Workers- Ancillary	N/A		
19	Contractual: Contracted Interventions	N/A		
20	Contractual: Other Contracts			
21	Construction			
22	Training			
23	Other: Financial Support for Beneficiaries			
24	Other: Other			
25	Indirect Charges			
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$1,000	\$10,000	\$10,000
<b>Validation</b>				
Error 1: The intervention 'C&T: HIV Drugs-SD / AGYW' is repeated 2 times and needs to be consolidated: Intervention 2 and Intervention 3.				

# Indirect Charges

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - PEPFAR requires all indirect charges, regardless of the activity/direct cost associated, to be reported in a Program Management intervention
- Message (in Validation box):** Intervention [#]: Non Program Management interventions cannot have Indirect Charges
- Resolution:** Reallocate Indirect Charges from Interventions where the Program Area is not Program Management to a Program Management intervention.
- Please review Appendix C for a full list of combinations
- Please note: This validation does not apply for Subrecipients whose expenditures are less than or equal to \$25,000

1		Program Management	Categorization of Intervention 2
2	Program Area	PM: IM Program Management-NSD	C&T: HIV Drugs-SD
3			
4	Targeted Beneficiary	Non-Targeted Populations	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	\$ 1,500,000
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	\$ 1,000,000
8	Personnel: Salaries- Other Staff		
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		
22	Training		
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges	\$ 2,500.00	\$ 10,000.00
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$0.00	\$2,510,000.00

Validation	
Error 1: Intervention 2: Non Program Management interventions cannot have Indirect Charges	

# Program Management: Healthcare Workers

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - Healthcare Worker costs (both Personnel and Contractual), cannot be allocated to Program Management program areas, as Healthcare Workers do not perform program management activities.
- Message (in Validation box):** Intervention [#]: Program Management interventions cannot have healthcare worker costs
- Resolution:** Reallocate Healthcare Worker costs from Program Management Interventions to a Non Program Management intervention.
- Please review Appendix C for a full list of combinations
- Please note: This validation does not apply for Subrecipients whose expenditures are less than or equal to \$25,000

	A	B	C
1		Program Management	Categorization of Intervention 2 <input type="button" value="X"/>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	PM: IM Closeout costs-NSD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	\$ 10,000
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	\$ 10,000
8	Personnel: Salaries- Other Staff	\$ 1,000	
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	\$ 10,000
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	\$ 10,000
19	Contractual: Contracted Interventions	N/A	\$ 10,000
20	Contractual: Other Contracts		
21	Construction		
22	Training		
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges		
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$1,000	\$50,000
<b>Validation</b>			
Error 1: Intervention 2: Program Management interventions cannot have healthcare worker costs			
Error 2: Intervention 2: Program Management interventions cannot have healthcare worker costs			
Error 3: Intervention 2: Program Management interventions cannot have healthcare worker costs			
Error 4: Intervention 2: Program Management interventions cannot have healthcare worker costs			
Error 5: Intervention 2: Program Management interventions cannot have healthcare worker costs			

# Program Management: Health Supplies

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - Supplies (Pharmaceutical and Health: Non-Pharmaceutical) costs cannot be allocated to Program Management program areas, as Supplies costs are allocated to the intervention for which they were procured, including administrative costs for procurement.
- **Message (in Validation box):** Program Management interventions cannot have supplies-pharmaceutical or supplies-health non pharmaceutical costs.
- **Resolution:** Reallocate Health Supplies costs from Program Management Interventions to the intervention for which the supplies are procured.
- Please review Appendix C for a full list of combinations
- Please note: This validation does not apply for Subrecipients whose expenditures are less than or equal to \$25,000

	A	B	C
1		Program Management	Categorization of Intervention 2 <input type="checkbox"/>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	PM: IM Closeout costs-NSD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	
8	Personnel: Salaries- Other Staff	\$ 1,000	
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	\$ 10,000
15	Supplies: Health- Non Pharmaceutical	N/A	\$ 10,000
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		
22	Training		
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges		
26	<b>Total Expenditure per Intervention (Sum of Cost Categories)</b>	<b>\$1,000</b>	<b>\$20,000</b>

**Validation**

**Error 1:** Intervention 2: Program Management interventions cannot have supplies-pharmaceutical or supplies-health non pharmaceutical costs.

**Error 2:** Intervention 2: Program Management interventions cannot have supplies-pharmaceutical or supplies-health non pharmaceutical costs.



# Above Site Program: Healthcare Workers

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - Healthcare Worker costs (both Personnel and Contractual), cannot be allocated to Above Site Program areas, as Healthcare Workers do not perform above site program activities.
- Message (in Validation box):** By definition, a salaried or contracted clinical or ancillary healthcare worker can only work at the site level. Please ensure that all salaried and contracted clinical and ancillary healthcare worker expenditures are entered in site level interventions.
- Resolution:** Reallocate Healthcare Worker costs from Above Site Program Interventions to a Non Above Site Program intervention.
- Please review Appendix C for a full list of combinations

	A	B	C
1		Program Management	Categorization of Intervention 2 <span>✕</span>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	ASP: Human resources for health-NSD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	\$ 10,000
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	\$ 10,000
8	Personnel: Salaries- Other Staff	\$ 1,000	
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	\$ 10,000
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	\$ 10,000
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		
22	Training		
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges		
26	<b>Total Expenditure per Intervention (Sum of Cost Categories)</b>	<b>\$1,000</b>	<b>\$40,000</b>

**Validation**

**Error 1:** Intervention 2: By definition, a salaried or contracted clinical or ancillary healthcare worker can only work at the site level. Please ensure that all salaried and contracted clinical and ancillary healthcare worker expenditures are entered in site level interventions.

**Error 2:** Intervention 2: By definition, a salaried or contracted clinical or ancillary healthcare worker can only work at the site level. Please ensure that all salaried and contracted clinical and ancillary healthcare worker expenditures are entered in site level interventions.

**Error 3:** Intervention 2: By definition, a salaried or contracted clinical or ancillary healthcare worker can only work at the site level. Please ensure that all salaried and contracted clinical and ancillary healthcare worker expenditures are entered in site level interventions.

**Error 4:** Intervention 2: By definition, a salaried or contracted clinical or ancillary healthcare worker can only work at the site level. Please ensure that all salaried and contracted clinical and ancillary healthcare worker expenditures are entered in site level interventions.

# ERB Processor App: **Reviews**

- Below is a list of the possible validation Reviews you can receive in the ERB Processor App with page numbers to navigate to the page with further explanation:
- **Reviews** are for entries that should be reviewed to confirm they are allocated corrected, but may still be reported as long as an explanation is provided

Validation Message	Page #s
Unlikely Targeted Beneficiary	27
Other: Other	28
Non-Service Delivery / Other: Financial Support for Beneficiaries	29
Service Delivery / Construction	30
Service Delivery / Training	31
Service Delivery / Travel: International Travel	32
Above Site Program / Health Supplies	33
HIV Testing Services / Pharmaceutical Supplies	34
Empty Intervention	35

# Unlikely Targeted Beneficiary

- The feedback indicates the unlikely combination of Program Area and Targeted Beneficiary.
  - The full list of unlikely combinations is available in Appendix A of this document
  - These combinations are unlikely since the program activities are aimed towards a specific beneficiary, so they should be allocated to those beneficiaries.
- Message (in Validation box):** This Program Area is unlikely to support the Beneficiary selected. Please review before submission.
- Resolution:** Review the targeted beneficiary selected to confirm if it is correct. If it is, please provide a justification in the narrative box under the expenditure entries.
- Please review Appendix A for a full list of unlikely combinations

	A	B	C
1		Program Management	Categorization of Intervention 2 <span>✕</span>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	PREV: VMMC-SD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	\$ 10,000
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	\$ 10,000
8	Personnel: Salaries- Other Staff	\$ 1,000	
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	\$ 10,000
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	\$ 10,000
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		
22	Training		
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges		
26	<b>Total Expenditure per Intervention (Sum of Cost Categories)</b>	<b>\$1,000</b>	<b>\$40,000</b>

Validation
<b>Warning 1:</b> Intervention 2: Yes, very unlikely combinations have been selected. This will produce a warning when uploading.

# Other: Other

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - Other: Other costs require a narrative to explain what costs are included in this entry.
- Message (in Validation box):** Intervention [#]: Please use the narrative box to explain your Other: Other expenses.
- Resolution:** Review the Other: Other expenditures entered to confirm if it is correct. If it is, please provide a justification in the narrative box under the expenditure entries.
- Please review Appendix B for a full list of unlikely combinations

	A	B	C
1		Program Management	Categorization of Intervention 2 <span>✕</span>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	C&T: HIV Drugs-SD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	
8	Personnel: Salaries- Other Staff		
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	\$ 0
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	\$ 1,000,000
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		
22	Training		
23	Other: Financial Support for Beneficiaries		
24	Other: Other		\$ 20,000
25	Indirect Charges	\$ 2,500,000	
26	<b>Total Expenditure per Intervention (Sum of Cost Categories)</b>	<b>\$0.00</b>	<b>\$1,020,000.00</b>
<b>Validation</b>			
Warning 1: Intervention 2: Please use the narrative box to explain your Other:Other expenses			

# Non-Service Delivery / Other: Financial Support for Beneficiaries

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - Non-Service Delivery programs should not engage directly with beneficiaries, thus financial support should be allocated to service delivery.
- Message (in Validation box):** Intervention [#]: It is unlikely for a non-service delivery intervention to have Other: Financial Support for Beneficiaries expenditures. Please review before submission.
- Resolution:** Review the Other: Financial Support for Beneficiaries expenditure to confirm it is correct. If it is, please provide a justification in the narrative box under the expenditure entries.
- Please review Appendix B for a full list of unlikely combinations

	A	B	C
1		Program Management	Categorization of Intervention 2 <input type="button" value="X"/>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	C&T: HIV Drugs-NSD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	
8	Personnel: Salaries- Other Staff		
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		
22	Training		
23	Other: Financial Support for Beneficiaries		\$ 100,000
24	Other: Other		
25	Indirect Charges	\$ 2,500,000	
26	<b>Total Expenditure per Intervention (Sum of Cost Categories)</b>	<b>\$0.00</b>	<b>\$100,000.00</b>
<b>Validation</b>			
Warning 1: Intervention 2: It is unlikely for a non-service delivery intervention to have Other: Financial Support for Beneficiaries expenditures. Please review before submission.			

# Service Delivery / Construction

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - Service Delivery programs do not support administrative costs, to include Construction, even if the construction is for service delivery purposes (i.e., a clinic).
- Message (in Validation box):** Intervention [#]: It is unlikely for a service delivery intervention to have Construction expenditures. Please review before submission.
- Resolution:** Review the Construction expenditure to confirm it is correct. If it is, please provide a justification in the narrative box under the expenditure entries.
- Please review Appendix B for a full list of unlikely combinations

	A	B	C
1		Program Management	Categorization of Intervention 2 <span>✕</span>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	C&T: HIV Drugs-SD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	
8	Personnel: Salaries- Other Staff		
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		\$ 160,000
22	Training		
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges	\$ 2,500,000	
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$0.00	\$160,000.00
<b>Validation</b>			
Warning 1: Intervention 2: It is unlikely for a service delivery intervention to have Construction expenditures. Please review before submission.			

# Service Delivery / Training

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - Service Delivery programs do not support administrative costs, to include Training, even if the Training is for service delivery activities.
- Message (in Validation box):** Intervention [#]: It is unlikely for a service delivery intervention to have Training expenditures. Please review before submission.
- Resolution:** Review the Training expenditure to confirm it is correct. If it is, please provide a justification in the narrative box under the expenditure entries.
- Please review Appendix B for a full list of unlikely combinations

	A	B	C
1		Program Management	Categorization of Intervention 2 <span>✕</span>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	C&T: HIV Drugs-SD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	
8	Personnel: Salaries- Other Staff		
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		
22	Training		\$ 150,000
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges	\$ 2,500,000	
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$0.00	\$150,000.00
<b>Validation</b>			
Warning 1: Intervention 2: It is unlikely for a service delivery intervention to have Training expenditures. Please review before submission.			

# Service Delivery / Travel: International Travel

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - Service Delivery programs should not allocate to International Travel given this travel is not usually conducted by Service Delivery personnel.
- Message (in Validation box):** Intervention [#]: It is unlikely for a service delivery intervention to have Travel: International Travel expenditures. Please review before submission.
- Resolution:** Review the Travel: International Travel expenditure to confirm it is correct. If it is, please provide a justification in the narrative box under the expenditure entries.
- Please review Appendix B for a full list of unlikely combinations

	A	B	C
1		Program Management	Categorization of Intervention 2 <input type="button" value="X"/>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	C&T: HIV Drugs-SD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical		N/A
7	Personnel: Salaries- Health Care Workers- Ancillary		N/A
8	Personnel: Salaries- Other Staff		
9	Fringe Benefits		
10	Travel: International Travel		\$ 150,000
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical		N/A
15	Supplies: Health- Non Pharmaceutical		N/A
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical		N/A
18	Contractual: Contracted Health Care Workers- Ancillary		N/A
19	Contractual: Contracted Interventions		N/A
20	Contractual: Other Contracts		
21	Construction		
22	Training		\$ 0
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges	\$ 2,500,000	
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$0.00	\$150,000.00

**Validation**

**Warning 1:** Intervention 2: It is unlikely for a service delivery intervention to have Travel: International Travel expenditures. Please review before submission.



# Above Site Program / Health Supplies

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - Above site programs should not allocate to Health Supplies since these expenditures are allocated under the service delivery programs the supplies are used for, rather than procurement management needed for the supplies.
- Message (in Validation box):** Intervention [#]: It is unlikely for Above Site Programs (ASP) to have Supplies: Pharmaceutical expenditures. Please review before submission.
- Resolution:** Review the Supplies expenditure to confirm it is correct. If it is, please provide a justification in the narrative box under the expenditure entries.
- Please review Appendix B for a full list of unlikely combinations

	Program Management	Categorization of Intervention 2
1	Intervention name...	Intervention name...
2		
3	PM: IM Program Management-NSD	ASP: Human resources for health-NSD
4	Non-Targeted Populations	AGYW
5	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A
8	Personnel: Salaries- Other Staff	
9	Fringe Benefits	
10	Travel: International Travel	
11	Travel: Domestic Travel	
12	Equipment: Health Equipment	
13	Equipment: Non-Health Equipment	
14	Supplies: Pharmaceutical	\$ 15,000
15	Supplies: Health- Non Pharmaceutical	\$ 16,000
16	Supplies: Other Supplies	
17	Contractual: Contracted Health Care Workers- Clinical	N/A
18	Contractual: Contracted Health Care Workers- Ancillary	N/A
19	Contractual: Contracted Interventions	N/A
20	Contractual: Other Contracts	
21	Construction	
22	Training	
23	Other: Financial Support for Beneficiaries	
24	Other: Other	
25	Indirect Charges	\$ 2,500,000
26	<b>Total Expenditure per Intervention (Sum of Cost Categories)</b>	<b>\$0.00</b> <b>\$31,000.00</b>

Validation
Warning 1: Intervention 2: It is unlikely for Above Site Programs (ASP) to have Supplies: Pharmaceutical expenditures. Please review before submission.
Warning 2: Intervention 2: It is unlikely for Above Site Programs (ASP) to have Supplies: Health-Non Pharmaceutical expenditures. Please review before submission.

# HIV Testing Services / Pharmaceutical Supplies

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - HIV Testing Services do not require Health: Non-Pharmaceutical supplies, and thus should not be used to procure these supplies.
- **Message (in Validation box):** Intervention [#]: It is unlikely for HIV Testing Services (HTS) to have Supplies: Pharmaceutical expenditures. Please review before submission.
- **Resolution:** Review the Supplies: Pharmaceutical expenditure to confirm it is correct. If it is, please provide a justification in the narrative box under the expenditure entries.
- Please review Appendix B for a full list of unlikely combinations

	Program Management	Classification of Intervention 2
1	Intervention Name	Intervention name...
2		
3	Program Area	PM: IM Program Management-NSD
4	Targeted Beneficiary	HTS: Community-based testing-SD
5	Cost Category	Non-Targeted Populations
6		AGYW
6	Personnel: Salaries- Health Care Workers- Clinical	Program management expenditures
7	Personnel: Salaries- Health Care Workers- Ancillary	Expenditures against Intervention 2
8	Personnel: Salaries- Other Staff	
9	Fringe Benefits	
10	Travel: International Travel	
11	Travel: Domestic Travel	
12	Equipment: Health Equipment	
13	Equipment: Non-Health Equipment	
14	Supplies: Pharmaceutical	N/A
15	Supplies: Health- Non Pharmaceutical	N/A
16	Supplies: Other Supplies	
17	Contractual: Contracted Health Care Workers- Clinical	
18	Contractual: Contracted Health Care Workers- Ancillary	
19	Contractual: Contracted Interventions	
20	Contractual: Other Contracts	
21	Construction	
22	Training	
23	Other: Financial Support for Beneficiaries	
24	Other: Other	
25	Indirect Charges	\$ 2,500,000
26	<b>Total Expenditure per Intervention (Sum of Cost Categories)</b>	<b>\$0.00</b>
		<b>\$15,000.00</b>

Validation	
Warning 1: Intervention 2: It is unlikely for HIV Testing Services (HTS) to have Supplies: Pharmaceutical expenditures. Please review before submission.	

# Subrecipient Partner Expenditures



PEPFAR

# Entering Expenditures Subrecipient Partners



**PEPFAR**

# Complete Subrecipient Expenditures

- Once you have accessed the ERB Processor App page for your mechanism, and entered Prime expenditures, you can enter Subrecipients
- For each Subrecipient, you will need to click "Add Subrecipient" and if reporting directly into the app (i.e., without importing a template), enter the Subrecipients' Name and UEI, and indicate if their expenditures are less than or greater than \$25,000
- Color-coded error and review validations are available for unlikely combinations of Program Area and Beneficiary, as well as Program Area and Cost Category in the errant cell that needs to be reviewed/corrected
  - If you require clarification for why the validation is necessary, an explanation for each validation is available under the reporting table
- To review the full list of unlikely combinations, please see Appendix A, B, and C of this document, as well as the Error Checks section for Subrecipients

Subrecipient over \$25,000 Entry User Interface

Subrecipients above \$25,000			
Name			
UEI: 999999999999 <input type="button" value="CHANGE UEI"/> <input type="button" value="RENAME"/>			
A	B	C	
1	Program Management	Categorization of Intervention 2	✕
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	Program Area
4	Targeted Beneficiary	Non-Targeted Populations	Targeted Beneficiary
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries-Health Care Workers-Clinical		N/A
7	Personnel: Salaries-Health Care Workers-Ancillary		N/A
8	Personnel: Salaries-Other Staff		
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical		N/A
15	Supplies: Health-Non Pharmaceutical		N/A
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers-Clinical		N/A
18	Contractual: Contracted Health Care Workers-Ancillary		N/A
19	Contractual: Contracted Interventions		N/A
20	Contractual: Other Contracts		
21	Construction		
22	Training		
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges		
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$0	\$0

Subrecipient below \$25,000 Entry User Interface

Subrecipients below \$25,000			
Name 2			
UEI: 111111111111 <input type="button" value="CHANGE UEI"/> <input type="button" value="RENAME"/>			
A	B	C	
1	Program Management	Categorization of Intervention 2	✕
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	Program Area
4	Targeted Beneficiary	Non-Targeted Populations	Targeted Beneficiary
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Subrecipient Total		

# Step 1a: Select Program Area

- Select the Program: Subprogram-Service Delivery (or non) combination from the drop down list.
- **Do not paste** values into these cells; use the targeted program area drop down list. If a chosen value in this cell does not exactly match one of the options on the drop down list, this error will not constitute a valid submission in DATIM, **i.e., validation will fail.**

Subrecipient below \$25,000 Entry User Interface

Subrecipients below \$25,000			
Name 2			
UEI: 111111111111 <input type="button" value="CHANGE UEI"/> <input type="button" value="RENAME"/>			
	A	B	C
1		Program Management	Categorization of Intervention 2 <input type="button" value="X"/>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	Program Area
4	Targeted Beneficiary	Non-Targeted Populations	Targeted Beneficiary
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Subrecipient Total		

Subrecipient over \$25,000 Entry User Interface

Subrecipients above \$25,000			
Name			
UEI: 999999999999 <input type="button" value="CHANGE UEI"/> <input type="button" value="RENAME"/>			
	A	B	C
1		Program Management	Categorization of Intervention 2 <input type="button" value="X"/>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	Program Area
4	Targeted Beneficiary	Non-Targeted Populations	Targeted Beneficiary
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries-Health Care Workers- Clinical		N/A
7	Personnel: Salaries-Health Care Workers- Ancillary		N/A
8	Personnel: Salaries-Other Staff		
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical		N/A
15	Supplies: Health- Non Pharmaceutical		N/A
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical		N/A
18	Contractual: Contracted Health Care Workers- Ancillary		N/A
19	Contractual: Contracted Interventions		N/A
20	Contractual: Other Contracts		
21	Construction		
22	Training		
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges		
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$0	\$0

# Step 1b: Select Program Area

- The complete list of the unique combination options on the program drop down list is shown here
- These reflect the new program areas introduced in COP23, available in the [Financial Classifications Reference Guide](#)
- Please note the following abbreviations that are used on this list:
  - C&T= Care and Treatment
  - HTS= Testing
  - PREV= Prevention
  - SE= Socioeconomic
  - ASP= Above Site Programs
  - SD= service delivery
  - NSD= non-service delivery

- C&T: HIV Clinical Services-SD
- C&T: HIV Clinical Services-NSD
- C&T: HIV Laboratory Services-SD
- C&T: HIV Laboratory Services-NSD
- C&T: HIV Drugs-SD
- C&T: HIV Drugs-NSD
- C&T: HIV/TB-SD
- C&T: HIV/TB-NSD
- HTS: Facility-based testing-SD
- HTS: Facility-based testing-NSD
- HTS: Community-based testing-SD
- HTS: Community-based testing-NSD
- PREV: Non-Biomedical HIV Prevention-SD
- PREV: Non-Biomedical HIV Prevention-NSD
- PREV: VMMC-SD
- PREV: VMMC-NSD
- PREV: PrEP-SD
- PREV: PrEP-NSD
- PREV: Medication assisted treatment-SD
- PREV: Medication assisted treatment-NSD
- PREV: Condom & Lubricant Programming-SD
- PREV: Condom & Lubricant Programming-NSD
- PREV: Not Disaggregated-SD
- PREV: Not Disaggregated-NSD
- PREV: Violence Prevention and Response-SD
- PREV: Violence Prevention and Response-NSD
- SE: Case Management-SD
- SE: Case Management-NSD
- SE: Economic strengthening-SD
- SE: Economic strengthening-NSD
- SE: Education assistance-SD
- SE: Education assistance-NSD
- SE: Psychosocial support-SD
- SE: Psychosocial support-NSD
- SE: Food and nutrition-SD
- SE: Food and nutrition-NSD
- ASP: Procurement & supply chain management-NSD
- ASP: Human resources for health-NSD
- ASP: Laboratory systems strengthening-NSD
- ASP: Public financial management strengthening-NSD
- ASP: Management of Disease Control Programs-NSD
- ASP: Laws, regulations & policy environment-NSD
- ASP: Surveys, Surveillance, Research, & Evaluation (SRE)-NSD
- ASP: Health Management Information Systems (HMIS)-NSD
- PM: IM Program Management-NSD
- PM: IM Closeout costs-NSD
- PM: USG Program Management-NSD

# Step 2a: Select Targeted Beneficiary

- Select the Targeted Beneficiary from the drop down list.
- **Do not paste** values into these cells; use the targeted beneficiary drop down list. If a chosen value in this cell does not exactly match one of the options on the drop down list, this error will not constitute a valid submission in DATIM, i.e., **validation will fail**.

Subrecipient below \$25,000 Entry User Interface

Subrecipients below \$25,000		
Name 2		
UEI: 11111111111111 <input type="button" value="CHANGE UEI"/> <input type="button" value="RENAME"/>		
A	B	C
1	Program Management	Categorization of Intervention 2 <input type="button" value="X"/>
2	Intervention Name	Intervention name...
3	Program Area	PM: IM Program Management-NSD <input type="button" value="v"/> Program Area <input type="button" value="v"/>
4	Targeted Beneficiary	Non-Targeted Populations <input type="button" value="v"/> Targeted Beneficiary <input type="button" value="v"/>
5	Cost Category	Program management expenditures <input type="button" value="v"/> Expenditures against Intervention 2 <input type="button" value="v"/>
6	Subrecipient Total	

Subrecipient over \$25,000 Entry User Interface

Subrecipients above \$25,000		
Name		
UEI: 99999999999999 <input type="button" value="CHANGE UEI"/> <input type="button" value="RENAME"/>		
A	B	C
1	Program Management	Categorization of Intervention 2 <input type="button" value="X"/>
2	Intervention Name	Intervention name...
3	Program Area	PM: IM Program Management-NSD <input type="button" value="v"/> Program Area <input type="button" value="v"/>
4	Targeted Beneficiary	Non-Targeted Populations <input type="button" value="v"/> Targeted Beneficiary <input type="button" value="v"/>
5	Cost Category	Program management expenditures <input type="button" value="v"/> Expenditures against Intervention 2 <input type="button" value="v"/>
6	Personnel: Salaries-Health Care Workers- Clinical	N/A
7	Personnel: Salaries-Health Care Workers- Ancillary	N/A
8	Personnel: Salaries-Other Staff	
9	Fringe Benefits	
10	Travel: International Travel	
11	Travel: Domestic Travel	
12	Equipment: Health Equipment	
13	Equipment: Non-Health Equipment	
14	Supplies: Pharmaceutical	N/A
15	Supplies: Health- Non Pharmaceutical	N/A
16	Supplies: Other Supplies	
17	Contractual: Contracted Health Care Workers- Clinical	N/A
18	Contractual: Contracted Health Care Workers- Ancillary	N/A
19	Contractual: Contracted Interventions	N/A
20	Contractual: Other Contracts	
21	Construction	
22	Training	
23	Other: Financial Support for Beneficiaries	
24	Other: Other	
25	Indirect Charges	
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$0 50



# Step 2b: Select Targeted Beneficiary

- The complete list of the targeted beneficiary drop down list is shown here
- These reflect the new Targeted Beneficiary/Allocated Beneficiary structure introduced in COP23, available in the [Financial Classifications Reference Guide](#)
- Please note the following abbreviations that are used on this list:
  - AGYW: Adolescent Girls and Young Women
  - OVC: Orphans and Vulnerable Children

- AGYW
- Key Populations
- Pregnant and Breastfeeding Women
- OVC
- Children
- Military
- Non-Targeted Populations

# Step 2c: Program Management always Intervention 1

- The first intervention Program Area drop down now only includes the relevant Program Management (PM) Program Areas for your mechanism (i.e., Peace Corps mechanisms will see "PM:USG Program Management-NSD" in their drop down).
- If your mechanism does not have a PM Budget, please leave this intervention empty.

Subrecipient below \$25,000 Entry User Interface

Subrecipients below \$25,000		
Name 2		
UEI: 111111111111 <span>CHANGE UEI</span> <span>RENAME</span>		
A	B	C
1	Program Management	Categorization of Intervention 2 <span>✕</span>
2	Intervention Name	Intervention name
3	Program Area	PM: IM Program Management-NSD <span>Program Area</span>
4	Targeted Beneficiary	Non-Targeted Populations <span>Targeted Beneficiary</span>
5	Cost Category	Program management expenditures <span>Expenditures against Intervention 2</span>
6	Subrecipient Total	

Subrecipient over \$25,000 Entry User Interface

Subrecipients above \$25,000		
Name		
UEI: 999999999999 <span>CHANGE UEI</span> <span>RENAME</span>		
A	B	C
1	Program Management	Categorization of Intervention 2 <span>✕</span>
2	Intervention Name	Intervention name
3	Program Area	PM: IM Program Management-NSD <span>Program Area</span>
4	Targeted Beneficiary	Non-Targeted Populations <span>Targeted Beneficiary</span>
5	Cost Category	Program management expenditures <span>Expenditures against Intervention 2</span>
6	Personnel: Salaries-Health Care Workers- Clinical	N/A
7	Personnel: Salaries-Health Care Workers- Ancillary	N/A
8	Personnel: Salaries-Other Staff	
9	Fringe Benefits	
10	Travel: International Travel	
11	Travel: Domestic Travel	
12	Equipment: Health Equipment	
13	Equipment: Non-Health Equipment	
14	Supplies: Pharmaceutical	N/A
15	Supplies: Health- Non Pharmaceutical	N/A
16	Supplies: Other Supplies	
17	Contractual: Contracted Health Care Workers- Clinical	N/A
18	Contractual: Contracted Health Care Workers- Ancillary	N/A
19	Contractual: Contracted Interventions	N/A
20	Contractual: Other Contracts	
21	Construction	
22	Training	
23	Other: Financial Support for Beneficiaries	
24	Other: Other	
25	Indirect Charges	
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$0 50

# Step 3: Enter Expenditures

- For each intervention, enter expenditures into the appropriate sub cost categories
  - If expenditures are less than or equal to \$25,000, the subrecipient will only need to report the cost broken down by intervention and not at the full sub cost category detail

Subrecipient below \$25,000 Entry User Interface

Subrecipients below \$25,000		
Name 2		
UEI: 111111111111 <input type="button" value="CHANGE UEI"/> <input type="button" value="RENAME"/>		
A	B	C
1	Program Management	Categorization of Intervention 2 <input type="button" value="X"/>
2	Intervention Name	Intervention name...
3	Program Area	PM: IM Program Management-NSD <input type="button" value="v"/> Program Area <input type="button" value="v"/>
4	Targeted Beneficiary	Non-Targeted Populations <input type="button" value="v"/> Targeted Beneficiary <input type="button" value="v"/>
5	Cost Category	Program management <input type="button" value="v"/> Expenditures against Intervention 2 <input type="button" value="v"/>
6	Subrecipient Total	

Subrecipient over \$25,000 Entry User Interface

Subrecipients above \$25,000		
Name		
UEI: 999999999999 <input type="button" value="CHANGE UEI"/> <input type="button" value="RENAME"/>		
A	B	C
1	Program Management	Categorization of Intervention 2 <input type="button" value="X"/>
2	Intervention Name	Intervention name...
3	Program Area	PM: IM Program Management-NSD <input type="button" value="v"/> Program Area <input type="button" value="v"/>
4	Targeted Beneficiary	Non-Targeted Populations <input type="button" value="v"/> Targeted Beneficiary <input type="button" value="v"/>
5	Cost Category	Program management expenditures <input type="button" value="v"/> Expenditures against Intervention 2 <input type="button" value="v"/>
6	Personnel: Salaries-Health Care Workers- Clinical	N/A
7	Personnel: Salaries-Health Care Workers- Ancillary	N/A
8	Personnel: Salaries-Other Staff	
9	Fringe Benefits	
10	Travel: International Travel	
11	Travel: Domestic Travel	
12	Equipment: Health Equipment	
13	Equipment: Non-Health Equipment	
14	Supplies: Pharmaceutical	N/A
15	Supplies: Health- Non Pharmaceutical	N/A
16	Supplies: Other Supplies	
17	Contractual: Contracted Health Care Workers-Clinical	N/A
18	Contractual: Contracted Health Care Workers- Ancillary	N/A
19	Contractual: Contracted Interventions	N/A
20	Contractual: Other Contracts	
21	Construction	
22	Training	
23	Other: Financial Support for Beneficiaries	
24	Other: Other	
25	Indirect Charges	
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$0

# Error Checks Subrecipient Partners



**PEPFAR**

# ERB Processor App for Subs: **Errors**

- Below is a list of the possible validation errors you can receive in the ERB Processor App with page numbers to navigate to the page with further explanation:
- **Errors** are for entries that cannot be reported, as they contradict PEPFAR Financial Classification definitions. These will be showstoppers; i.e., the validation will fail and the mechanism cannot be uploaded.

Validation Message	Page #s
Missing Program Area	46
Missing Targeted Beneficiary	47
Duplicate Interventions	48
Indirect Charges	49
Program Management: Healthcare Worker	50
Program Management: Health Supplies	51
Above Site Programs: Salaried Healthcare Workers	52
Expenditures Exceed \$25,000	53
Duplicate Subrecipient	54
Invalid Subrecipient Name	55
Invalid Subrecipient UEI	56

# Missing Program Area

- The feedback indicates the intervention where the Program Area is missing.
- **Message (in Validation box):** "Intervention [#]: Program Area is required"
- **Resolution:** Add a Program Area for the errant Intervention

	A	B	C	D
1		Program Management	Categorization of Intervention 2 ✕	Categorization of Intervention 3 ✕
2	Intervention Name	Intervention name...	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	Program Area	C&T: HIV Drugs-SD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW	Targeted Beneficiary
5	Cost Category	Program management expenditures	Expenditures against Intervention 2	Expenditures against Intervention 3
6	Personnel: Salaries- Health Care Workers-Clinical	N/A	\$ 10,000	\$ 10,000
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A		
8	Personnel: Salaries- Other Staff	\$ 1,000		
9	Fringe Benefits			
10	Travel: International Travel			
11	Travel: Domestic Travel			
12	Equipment: Health Equipment			
13	Equipment: Non-Health Equipment			
14	Supplies: Pharmaceutical	N/A		
15	Supplies: Health- Non Pharmaceutical	N/A		
16	Supplies: Other Supplies			
17	Contractual: Contracted Health Care Workers-Clinical	N/A		
18	Contractual: Contracted Health Care Workers- Ancillary	N/A		
19	Contractual: Contracted Interventions	N/A		
20	Contractual: Other Contracts			
21	Construction			
22	Training			
23	Other: Financial Support for Beneficiaries			
24	Other: Other			
25	Indirect Charges			
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$1,000	\$10,000	\$10,000
<b>Validation</b>				
Error 1: Intervention 2: Program Area is required				

	A	B	C	D
1		Program Management	Categorization of Intervention 2 ✕	Categorization of Intervention 3 ✕
2	Intervention Name	Intervention name...	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	Program Area	C&T: HIV Drugs-NSD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW	Targeted Beneficiary
5	Cost Category	Program management expenditures	Expenditures against Intervention 2	Expenditures against Intervention 3
6	Subrecipient Total	\$ 1,000	\$ 1,000	\$ 1,000
<b>Validation</b>				
Error 1: Intervention 2: Program Area is required				
Error 2: Intervention 3: Beneficiary is required				

# Missing Targeted Beneficiary

- The feedback indicates the intervention where the Targeted Beneficiary is missing.
- Message (in Validation box):** "Intervention Categorization of Intervention [#] - Beneficiary is missing"
- Resolution:** Add a Targeted Beneficiary for the errant Intervention

	A	B	C	D
1		Program Management	Categorization of Intervention 2 ✕	Categorization of Intervention 3 ✕
2	Intervention Name	Intervention name...	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	Program Area	C&T: HIV Drugs-SD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW	Targeted Beneficiary
5	Cost Category	Program management expenditures	Expenditures against Intervention 2	Expenditures against Intervention 3
6	Personnel: Salaries- Health Care Workers-Clinical	N/A	\$ 10,000	\$ 10,000
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A		
8	Personnel: Salaries- Other Staff	\$ 1,000		
9	Fringe Benefits			
10	Travel: International Travel			
11	Travel: Domestic Travel			
12	Equipment: Health Equipment			
13	Equipment: Non-Health Equipment			
14	Supplies: Pharmaceutical	N/A		
15	Supplies: Health- Non Pharmaceutical	N/A		
16	Supplies: Other Supplies			
17	Contractual: Contracted Health Care Workers-Clinical	N/A		
18	Contractual: Contracted Health Care Workers- Ancillary	N/A		
19	Contractual: Contracted Interventions	N/A		
20	Contractual: Other Contracts			
21	Construction			
22	Training			
23	Other: Financial Support for Beneficiaries			
24	Other: Other			
25	Indirect Charges			
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$1,000	\$10,000	\$10,000
<b>Validation</b>				
Error 2: Intervention 3: Beneficiary is required				

	A	B	C	D
1		Program Management	Categorization of Intervention 2 ✕	Categorization of Intervention 3 ✕
2	Intervention Name	Intervention name...	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	Program Area	C&T: HIV Drugs-NSD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW	Targeted Beneficiary
5	Cost Category	Program management expenditures	Expenditures against Intervention 2	Expenditures against Intervention 3
6	Subrecipient Total	\$ 1,000	\$ 1,000	\$ 1,000
<b>Validation</b>				
Error 1: Intervention 2: Program Area is required				
Error 2: Intervention 3: Beneficiary is required				

# Duplicate Intervention

- The feedback indicates the intervention(s) where the intervention (Program Area and Targeted Beneficiary) is duplicated.
- Message (in Validation box):** The intervention "[Program Area] / [Targeted Beneficiary]" is repeated [X] times and needs to be consolidated: Intervention [#] and Intervention [#].
- Resolution:** Update the program area and/or targeted beneficiary for one of the duplicates and confirm all expenditures are correct.

	A	B	C	D
1		Program Management	Categorization of Intervention 2 ✕	Categorization of Intervention 3 ✕
2	Intervention Name	Intervention name...	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	C&T: HIV Drugs-SD	C&T: HIV Drugs-SD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2	Expenditures against Intervention 3
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	\$ 10,000	\$ 10,000
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A		
8	Personnel: Salaries- Other Staff	\$ 1,000		
9	Fringe Benefits			
10	Travel: International Travel			
11	Travel: Domestic Travel			
12	Equipment: Health Equipment			
13	Equipment: Non-Health Equipment			
14	Supplies: Pharmaceutical	N/A		
15	Supplies: Health- Non Pharmaceutical	N/A		
16	Supplies: Other Supplies			
17	Contractual: Contracted Health Care Workers- Clinical	N/A		
18	Contractual: Contracted Health Care Workers- Ancillary	N/A		
19	Contractual: Contracted Interventions	N/A		
20	Contractual: Other Contracts			
21	Construction			
22	Training			
23	Other: Financial Support for Beneficiaries			
24	Other: Other			
25	Indirect Charges			
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$1,000	\$10,000	\$10,000
<b>Validation</b>				
Error 1: The intervention 'C&T: HIV Drugs-SD / AGYW' is repeated 2 times and needs to be consolidated: Intervention 2 and Intervention 3.				



# Indirect Charges

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - PEPFAR requires all indirect charges, regardless of the activity/direct cost associated, to be reported in a Program Management intervention
- Message (in Validation box):** Intervention [#]: Non Program Management interventions cannot have Indirect Charges
- Resolution:** Reallocate Indirect Charges from Interventions where the Program Area is not Program Management to a Program Management intervention.
- Please review Appendix C for a full list of combinations
- Please note: This validation does not apply for Subrecipients whose expenditures are less than or equal to \$25,000

1		Program Management	Categorization of Intervention 2
2	<b>Program Area</b>	PM: IM Program Management-NSD	C&T: HIV Drugs-SD
3			
4	<b>Targeted Beneficiary</b>	Non-Targeted Populations	AGYW
5	<b>Cost Category</b>	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	\$ 1,500,000
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	\$ 1,000,000
8	Personnel: Salaries- Other Staff		
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		
22	Training		
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges	\$ 2,500.00	\$ 10,000.00
26	<b>Total Expenditure per Intervention (Sum of Cost Categories)</b>	\$0.00	\$2,510,000.00

**Validation**  
 Error 1: Intervention 2: Non Program Management interventions cannot have Indirect Charges

# Program Management: Healthcare Workers

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - Healthcare Worker costs (both Personnel and Contractual), cannot be allocated to Program Management program areas, as Healthcare Workers do not perform program management activities.
- Message (in Validation box):** Intervention [#]: Program Management interventions cannot have healthcare worker costs
- Resolution:** Reallocate Healthcare Worker costs from Program Management Interventions to a Non Program Management intervention.
- Please review Appendix C for a full list of combinations
- Please note: This validation does not apply for Subrecipients whose expenditures are less than or equal to \$25,000

	A	B	C
1		Program Management	Categorization of Intervention 2 <span>✕</span>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	PM: IM Closeout costs-NSD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	\$ 10,000
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	\$ 10,000
8	Personnel: Salaries- Other Staff	\$ 1,000	
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	\$ 10,000
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	\$ 10,000
19	Contractual: Contracted Interventions	N/A	\$ 10,000
20	Contractual: Other Contracts		
21	Construction		
22	Training		
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges		
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$1,000	\$50,000
<b>Validation</b>			
Error 1: Intervention 2: Program Management interventions cannot have healthcare worker costs			
Error 2: Intervention 2: Program Management interventions cannot have healthcare worker costs			
Error 3: Intervention 2: Program Management interventions cannot have healthcare worker costs			
Error 4: Intervention 2: Program Management interventions cannot have healthcare worker costs			
Error 5: Intervention 2: Program Management interventions cannot have healthcare worker costs			

# Program Management: Health Supplies

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - Supplies (Pharmaceutical and Health: Non-Pharmaceutical) costs cannot be allocated to Program Management program areas, as Supplies costs are allocated to the intervention for which they were procured, including administrative costs for procurement.
- **Message (in Validation box):** Program Management interventions cannot have supplies-pharmaceutical or supplies-health non pharmaceutical costs.
- **Resolution:** Reallocate Health Supplies costs from Program Management Interventions to the intervention for which the supplies are procured.
- Please review Appendix C for a full list of combinations
- Please note: This validation does not apply for Subrecipients whose expenditures are less than or equal to \$25,000

	A	B	C
1		Program Management	Categorization of Intervention 2 <input type="checkbox"/>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	PM: IM Closeout costs-NSD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	
8	Personnel: Salaries- Other Staff	\$ 1,000	
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	\$ 10,000
15	Supplies: Health- Non Pharmaceutical	N/A	\$ 10,000
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		
22	Training		
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges		
26	<b>Total Expenditure per Intervention (Sum of Cost Categories)</b>	<b>\$1,000</b>	<b>\$20,000</b>

**Validation**

**Error 1:** Intervention 2: Program Management interventions cannot have supplies-pharmaceutical or supplies-health non pharmaceutical costs.

**Error 2:** Intervention 2: Program Management interventions cannot have supplies-pharmaceutical or supplies-health non pharmaceutical costs.

# Above Site Program: Healthcare Workers

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - Healthcare Worker costs (both Personnel and Contractual), cannot be allocated to Above Site Program areas, as Healthcare Workers do not perform above site program activities.
- Message (in Validation box):** By definition, a salaried or contracted clinical or ancillary healthcare worker can only work at the site level. Please ensure that all salaried and contracted clinical and ancillary healthcare worker expenditures are entered in site level interventions.
- Resolution:** Reallocate Healthcare Worker costs from Above Site Program Interventions to a Non Above Site Program intervention.
- Please review Appendix C for a full list of combinations

	A	B	C
1		Program Management	Category of Intervention 2 <span>✕</span>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	ASP: Human resources for health-NSD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	\$ 10,000
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	\$ 10,000
8	Personnel: Salaries- Other Staff	\$ 1,000	
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	\$ 10,000
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	\$ 10,000
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		
22	Training		
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges		
26	<b>Total Expenditure per Intervention (Sum of Cost Categories)</b>	<b>\$1,000</b>	<b>\$40,000</b>

Validation
<b>Error 1:</b> Intervention 2: By definition, a salaried or contracted clinical or ancillary healthcare worker can only work at the site level. Please ensure that all salaried and contracted clinical and ancillary healthcare worker expenditures are entered in site level interventions.
<b>Error 2:</b> Intervention 2: By definition, a salaried or contracted clinical or ancillary healthcare worker can only work at the site level. Please ensure that all salaried and contracted clinical and ancillary healthcare worker expenditures are entered in site level interventions.
<b>Error 3:</b> Intervention 2: By definition, a salaried or contracted clinical or ancillary healthcare worker can only work at the site level. Please ensure that all salaried and contracted clinical and ancillary healthcare worker expenditures are entered in site level interventions.
<b>Error 4:</b> Intervention 2: By definition, a salaried or contracted clinical or ancillary healthcare worker can only work at the site level. Please ensure that all salaried and contracted clinical and ancillary healthcare worker expenditures are entered in site level interventions.

# Expenditures Exceed \$25,000

- The feedback indicates the subrecipient whose expenditures are greater than \$25,000
  - If a subrecipient has expenditures that are greater than \$25,000, they must report in full cost category detail.
- **Message (in Validation box):** "The sum of the expenditures of this subrecipient exceed \$25,000. Please re-enter the subrecipient using the "Add Subrecipient" button and selecting 'Above \$25,000' "
- **Resolution:** Update the subrecipient selection to be "Above \$25,000' and disaggregate costs to the full cost category detail.

	A	B	C	
1		Program Management	Categorization of Intervention 2	✕ C o
2	Intervention Name	Intervention name...	Intervention name...	Ir
3	Program Area	PM: IM Program Management-NSD	C&T: HIV Drugs-NSD	P
4	Targeted Beneficiary	Non-Targeted Populations	AGYW	T
5	Cost Category	Program management expenditures	Expenditures against Intervention 2	E In
6	Subrecipient Total	\$ 250,000	\$ 1,000	

**Validation**

Error 1: The sum of the expenditures of this subrecipient exceed \$25,000. Please re-enter the subrecipient using the 'Add Subrecipient' button and selecting 'Above \$25,000'

# Duplicate Subrecipient

- The feedback indicates there are more than one Subrecipient with the same Name and UEI
  - Each Subrecipient should be reported only once
- **Message (in Validation box):** Subrecipient Name [Subrecipient Name] already exists, please remove that entry before adding a new one. Alternatively, you may edit the existing one in place
- **Resolution:** Remove the duplicate subrecipient by correcting the Subrecipient Organization information or aggregating expenditures across the two reports.

## Manual Entry Error

**Add new subrecipient**

**ENTER MANUALLY**    **IMPORT**

Subrecipient name  
Sample Name

Subrecipient UEI  
111111111111

Subrecipient Name Sample Name already exists, please remove that entry before adding a new one. Alternatively, you may edit the existing one in place



Total Expenditures

Below \$25,000

Above \$25,000

**CANCEL**    **ADD SUBRECIPIENT**

## Import Error

 Subrecipient Name Sample Name already exists, please remove that entry before adding a new one. Alternatively, you may edit the existing one in place 

# Invalid Subrecipient Name

- The feedback indicates the subrecipient whose name is invalid
  - Subrecipients should not be "TBD" by the time of expenditure reporting. All subrecipients must be named.
- **Message (in Validation box):** "Subrecipient name cannot be TBD"
- **Resolution:** Update the name of the Subrecipient Organization using the "Rename" button

The screenshot shows a web form titled "Add new subrecipient". At the top, there are two tabs: "ENTER MANUALLY" (which is active) and "IMPORT". Below the tabs, there are two input fields. The first is labeled "Subrecipient name" and contains the text "TBD". The second is labeled "Subrecipient UEI" and contains the text "12345". Below these fields, a red error message reads "Subrecipient name cannot be TBD". Underneath the error message, there is a section titled "Total Expenditures" with two radio button options: "Below \$25,000" (which is selected) and "Above \$25,000". At the bottom of the form, there are two buttons: "CANCEL" and "ADD SUBRECIPIENT".

# Invalid Subrecipient UEI

- The feedback indicates the subrecipient whose UEI is invalid
  - Subrecipients should not use "000000000000" if they do not know their UEI or do not require one.
    - > Please use "111111111111" if the Subrecipient does not require a UEI.
    - > Please use "999999999999" if the Subrecipient does not know its UEI.
- **Message (in Validation box):** "Subrecipient does not have a valid Unique Entity Identifier. If subrecipient UEI is unknown at the time of reporting, use '111111111111'. If a subrecipient is not required to have a UEI, please enter '999999999999'."
- **Resolution:** Update the UEI of the Subrecipient Organization using the "Change UEI" button

**Add new subrecipient**

ENTER MANUALLY    IMPORT

Subrecipient name  
Subrecipient 1

Subrecipient UEI  
000000000000

Subrecipient does not have a valid Unique Entity Identifier. If subrecipient UEI is unknown at the time of reporting, use '111111111111'. If a subrecipient is not required to have a UEI, please enter '999999999999'.

Total Expenditures

Below \$25,000

Above \$25,000

CANCEL    ADD SUBRECIPIENT

ADD SUBRECIPIENT

Total: \$1.00



# ERB Processor App: **Reviews**

- Below is a list of the possible validation reviews you can receive in the ERB Processor App with page numbers to navigate to the page with further explanation:
- **Reviews** are for entries that should be reviewed to confirm they are allocated corrected, but may still be reported as long as an explanation is provided

Validation Message	Page #s
Unlikely Targeted Beneficiary	58
Other: Other	59
Non-Service Delivery / Other: Financial Support for Beneficiaries	60
Service Delivery / Construction	61
Service Delivery / Training	62
Service Delivery / Travel: International Travel	63
Above Site Program / Health Supplies	64
HIV Testing Services / Pharmaceutical Supplies	65

# Unlikely Targeted Beneficiary

- The feedback indicates the unlikely combination of Program Area and Targeted Beneficiary.
  - The full list of unlikely combinations is available in Appendix A of this document
  - These combinations are unlikely since the program activities are aimed towards a specific beneficiary, so they should be allocated to those beneficiaries.
- Message (in Validation box):** This Program Area is unlikely to support the Targeted Beneficiary selected. Prior to submission, please use the narrative box to explain your expenses.
- Resolution:** Review the targeted beneficiary selected to confirm if it is correct. If it is, please provide a justification in the narrative box under the expenditure entries.
- Please review Appendix A for a full list of unlikely combinations

	A	B	C
1		Program Management	Categorization of Intervention 2 <span>✕</span>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	PREV: VMMC-SD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	\$ 10,000
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	\$ 10,000
8	Personnel: Salaries- Other Staff	\$ 1,000	
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	\$ 10,000
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	\$ 10,000
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		
22	Training		
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges		
26	<b>Total Expenditure per Intervention (Sum of Cost Categories)</b>	<b>\$1,000</b>	<b>\$40,000</b>

**Validation**

**Warning 1:** Intervention 2: Yes, very unlikely combinations have been selected. This will produce a warning when uploading.

# Other: Other

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - Other: Other costs require a narrative to explain what costs are included in this entry.
- **Message (in Validation box):** Intervention [#]: Please use the narrative box to explain your Other: Other expenses.
- **Resolution:** Review the Other: Other expenditures entered to confirm if it is correct. If it is, please provide a justification in the narrative box under the expenditure entries.
- Please review Appendix B for a full list of unlikely combinations

	A	B	C
1		Program Management	Categorization of Intervention 2 <span>✕</span>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	C&T: HIV Drugs-SD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	
8	Personnel: Salaries- Other Staff		
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	\$ 0
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	\$ 1,000,000
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		
22	Training		
23	Other: Financial Support for Beneficiaries		
24	Other: Other		\$ 20,000
25	Indirect Charges	\$ 2,500,000	
26	<b>Total Expenditure per Intervention (Sum of Cost Categories)</b>	<b>\$0.00</b>	<b>\$1,020,000.00</b>
<b>Validation</b>			
Warning 1: Intervention 2: Please use the narrative box to explain your Other:Other expenses			

# Non-Service Delivery / Other: Financial Support for Beneficiaries

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - Non-Service Delivery programs should not engage directly with beneficiaries, thus financial support should be allocated to service delivery.
- Message (in Validation box):** Intervention [#]: It is unlikely for a non-service delivery intervention to have Other: Financial Support for Beneficiaries expenditures. Prior to submission, please use the narrative box to explain your expenses.
- Resolution:** Review the Other: Financial Support for Beneficiaries expenditure to confirm it is correct. If it is, please provide a justification in the narrative box under the expenditure entries.
- Please review Appendix B for a full list of unlikely combinations

	A	B	C
1		Program Management	Categorization of Intervention 2 <input type="button" value="X"/>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	C&T: HIV Drugs-NSD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	
8	Personnel: Salaries- Other Staff		
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		
22	Training		
23	Other: Financial Support for Beneficiaries		\$ 100,000
24	Other: Other		
25	Indirect Charges	\$ 2,500,000	
26	<b>Total Expenditure per Intervention (Sum of Cost Categories)</b>	<b>\$0.00</b>	<b>\$100,000.00</b>
<b>Validation</b>			
Warning 1: Intervention 2: It is unlikely for a non-service delivery intervention to have Other: Financial Support for Beneficiaries expenditures. Please review before submission.			

# Service Delivery / Construction

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - Service Delivery programs do not support administrative costs, to include Construction, even if the construction is for service delivery purposes (i.e., a clinic).
- Message (in Validation box):** Intervention [#]: It is unlikely for a service delivery intervention to have Construction expenditures. Prior to submission, please use the narrative box to explain your expenses.
- Resolution:** Review the Construction expenditure to confirm it is correct. If it is, please provide a justification in the narrative box under the expenditure entries.
- Please review Appendix B for a full list of unlikely combinations

	A	B	C
1		Program Management	Categorization of Intervention 2 <span>✕</span>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	C&T: HIV Drugs-SD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	
8	Personnel: Salaries- Other Staff		
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		\$ 160,000
22	Training		
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges	\$ 2,500,000	
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$0.00	\$160,000.00

**Validation**

**Warning 1:** Intervention 2: It is unlikely for a service delivery intervention to have Construction expenditures. Please review before submission.

# Service Delivery / Training

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - Service Delivery programs do not support administrative costs, to include Training, even if the Training is for service delivery activities.
- Message (in Validation box):** Intervention [#]: It is unlikely for a service delivery intervention to have Training expenditures. Prior to submission, please use the narrative box to explain your expenses.
- Resolution:** Review the Training expenditure to confirm it is correct. If it is, please provide a justification in the narrative box under the expenditure entries.
- Please review Appendix B for a full list of unlikely combinations

	A	B	C
1		Program Management	Categorization of Intervention 2 <span>✕</span>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD <span>▾</span>	C&T: HIV Drugs-SD <span>▾</span>
4	Targeted Beneficiary	Non-Targeted Populations <span>▾</span>	AGYW <span>▾</span>
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	
8	Personnel: Salaries- Other Staff		
9	Fringe Benefits		
10	Travel: International Travel		
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		
22	Training		\$ 150,000
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges	\$ 2,500,000	
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$0.00	\$150,000.00
<b>Validation</b>			
Warning 1: Intervention 2: It is unlikely for a service delivery intervention to have Training expenditures. Please review before submission.			

# Service Delivery / Travel: International Travel

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - Service Delivery programs should not allocate to International Travel given this travel is not usually conducted by Service Delivery personnel.
- Message (in Validation box):** Intervention [#]: It is unlikely for a service delivery intervention to have Travel: International Travel expenditures. Prior to submission, please use the narrative box to explain your expenses.
- Resolution:** Review the Travel: International Travel expenditure to confirm it is correct. If it is, please provide a justification in the narrative box under the expenditure entries.
- Please review Appendix B for a full list of unlikely combinations

	A	B	C
1		Program Management	Categorization of Intervention 2 <input type="button" value="X"/>
2	Intervention Name	Intervention name...	Intervention name...
3	Program Area	PM: IM Program Management-NSD	C&T: HIV Drugs-SD
4	Targeted Beneficiary	Non-Targeted Populations	AGYW
5	Cost Category	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A	
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A	
8	Personnel: Salaries- Other Staff		
9	Fringe Benefits		
10	Travel: International Travel		\$ 150,000
11	Travel: Domestic Travel		
12	Equipment: Health Equipment		
13	Equipment: Non-Health Equipment		
14	Supplies: Pharmaceutical	N/A	
15	Supplies: Health- Non Pharmaceutical	N/A	
16	Supplies: Other Supplies		
17	Contractual: Contracted Health Care Workers- Clinical	N/A	
18	Contractual: Contracted Health Care Workers- Ancillary	N/A	
19	Contractual: Contracted Interventions	N/A	
20	Contractual: Other Contracts		
21	Construction		
22	Training		\$ 0
23	Other: Financial Support for Beneficiaries		
24	Other: Other		
25	Indirect Charges	\$ 2,500,000	
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$0.00	\$150,000.00

**Validation**

**Warning 1:** Intervention 2: It is unlikely for a service delivery intervention to have Travel: International Travel expenditures. Please review before submission.

# Above Site Program / Health Supplies

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - Above site programs should not allocate to Health Supplies since these expenditures are allocated under the service delivery programs the supplies are used for, rather than procurement management needed for the supplies.
- **Message (in Validation box):** Intervention [#]: It is unlikely for Above Site Programs (ASP) to have Supplies: Pharmaceutical expenditures. Prior to submission, please use the narrative box to explain your expenses.
- **Resolution:** Review the Supplies expenditure to confirm it is correct. If it is, please provide a justification in the narrative box under the expenditure entries.
- Please review Appendix B for a full list of unlikely combinations

	Program Management	Categorization of Intervention 2
1	Intervention name...	Intervention name...
2		
3	PM: IM Program Management-NSD	ASP: Human resources for health-NSD
4	Non-Targeted Populations	AGYW
5	Program management expenditures	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A
8	Personnel: Salaries- Other Staff	
9	Fringe Benefits	
10	Travel: International Travel	
11	Travel: Domestic Travel	
12	Equipment: Health Equipment	
13	Equipment: Non-Health Equipment	
14	Supplies: Pharmaceutical	\$ 15,000
15	Supplies: Health- Non Pharmaceutical	\$ 16,000
16	Supplies: Other Supplies	
17	Contractual: Contracted Health Care Workers- Clinical	N/A
18	Contractual: Contracted Health Care Workers- Ancillary	N/A
19	Contractual: Contracted Interventions	N/A
20	Contractual: Other Contracts	
21	Construction	
22	Training	
23	Other: Financial Support for Beneficiaries	
24	Other: Other	
25	Indirect Charges	\$ 2,500,000
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$0.00 \$31,000.00

**Validation**

**Warning 1:** Intervention 2: It is unlikely for Above Site Programs (ASP) to have Supplies: Pharmaceutical expenditures. Please review before submission.

**Warning 2:** Intervention 2: It is unlikely for Above Site Programs (ASP) to have Supplies: Health-Non Pharmaceutical expenditures. Please review before submission.



# HIV Testing Services / Pharmaceutical Supplies

- The feedback indicates the unlikely combination of Program Area and Cost Category.
  - HIV Testing Services do not require Health: Non-Pharmaceutical supplies, and thus should not be used to procure these supplies.
- **Message (in Validation box):** Intervention [#]: It is unlikely for HIV Testing Services (HTS) to have Supplies: Pharmaceutical expenditures. Prior to submission, please use the narrative box to explain your expenses.
- **Resolution:** Review the Supplies: Pharmaceutical expenditure to confirm it is correct. If it is, please provide a justification in the narrative box under the expenditure entries.
- Please review Appendix B for a full list of unlikely combinations

	Program Management	Classification of Intervention 2
1	Intervention Name	Intervention name...
2		
3	Program Area	PM: IM Program Management-NSD
4	Targeted Beneficiary	Non-Targeted Populations
5	Cost Category	Expenditures against Intervention 2
6	Personnel: Salaries- Health Care Workers- Clinical	N/A
7	Personnel: Salaries- Health Care Workers- Ancillary	N/A
8	Personnel: Salaries- Other Staff	
9	Fringe Benefits	
10	Travel: International Travel	
11	Travel: Domestic Travel	
12	Equipment: Health Equipment	
13	Equipment: Non-Health Equipment	
14	Supplies: Pharmaceutical	\$ 15,000
15	Supplies: Health- Non Pharmaceutical	N/A
16	Supplies: Other Supplies	
17	Contractual: Contracted Health Care Workers- Clinical	N/A
18	Contractual: Contracted Health Care Workers- Ancillary	N/A
19	Contractual: Contracted Interventions	N/A
20	Contractual: Other Contracts	
21	Construction	
22	Training	
23	Other: Financial Support for Beneficiaries	
24	Other: Other	
25	Indirect Charges	\$ 2,500,000
26	Total Expenditure per Intervention (Sum of Cost Categories)	\$0.00 \$15,000.00

**Validation**

**Warning 1:** Intervention 2: It is unlikely for HIV Testing Services (HTS) to have Supplies: Pharmaceutical expenditures. Please review before submission.

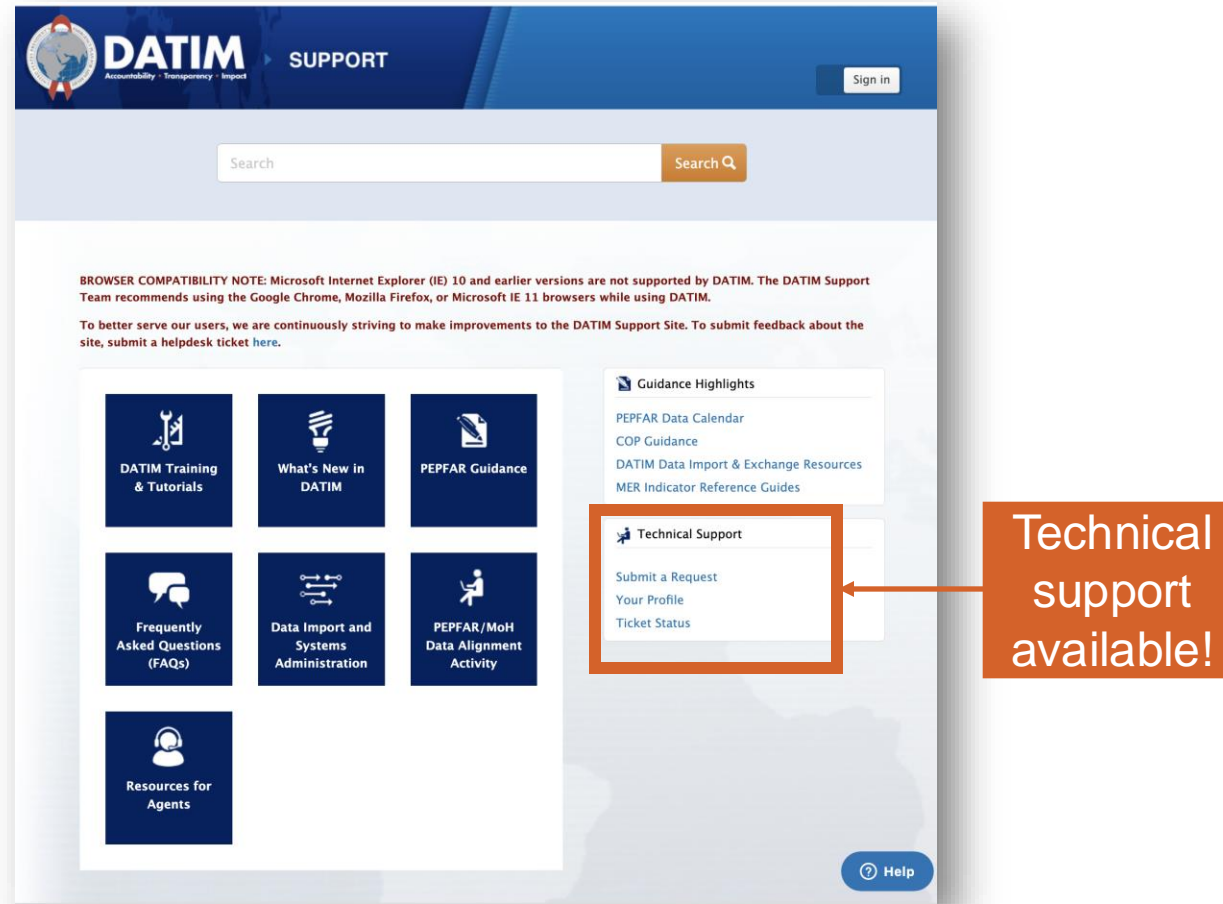
# Additional Support



PEPFAR

# Technical Support In ZenDesk

- Users who have questions or problems in DATIM can submit a request for technical support in the box highlighted below, on the DATIM Support page: <https://datim.zendesk.com>.



The screenshot shows the DATIM Support page. At the top, there is a blue header with the DATIM logo (Accountability - Transparency - Impact) and the word 'SUPPORT'. A 'Sign in' button is in the top right. Below the header is a search bar. A browser compatibility note is displayed: 'BROWSER COMPATIBILITY NOTE: Microsoft Internet Explorer (IE) 10 and earlier versions are not supported by DATIM. The DATIM Support Team recommends using the Google Chrome, Mozilla Firefox, or Microsoft IE 11 browsers while using DATIM. To better serve our users, we are continuously striving to make improvements to the DATIM Support Site. To submit feedback about the site, submit a helpdesk ticket here.' The main content area features a grid of navigation tiles: 'DATIM Training & Tutorials', 'What's New in DATIM', 'PEPFAR Guidance', 'Frequently Asked Questions (FAQs)', 'Data Import and Systems Administration', 'PEPFAR/MoH Data Alignment Activity', and 'Resources for Agents'. On the right, there are two sections: 'Guidance Highlights' (listing PEPFAR Data Calendar, COP Guidance, DATIM Data Import & Exchange Resources, and MER Indicator Reference Guides) and 'Technical Support' (listing 'Submit a Request', 'Your Profile', and 'Ticket Status'). The 'Technical Support' section is highlighted with an orange border, and an orange callout box with the text 'Technical support available!' has an arrow pointing to it. A 'Help' button is located at the bottom right of the page.

# Submit a Request

**DATIM** SUPPORT

Accountability · Transparency · Impact

Sign in

Search Search Q

DATIM > Submit a request

### Submit a request

Please choose from the issue topics below. On the next screen you will be asked for more details on each topic.

- MER or SIMS Structured Datasets
- Expenditure Reporting (ER)
- Data Pack COP
- Data Pack OPU
- PEPFAR Virtual Academy

[Return to DATIM](#) [Terms of Service](#)

# Submit a Request

DATIM > Submit a request

## Submit a request

Please choose from the issue topics below. On the next screen you will be asked for more details on each topic.

Your email address \*

Description \*

Please enter a complete description. For errors: This should include the click path you took to receive the error, which web browser and version you are using, and ideally a screen shot you can attach below. For new account requests: Please detail the reason you need this account.

DATIM user name \*

Please enter the DATIM user name you are logging in with and experiencing issues or require support.

Organization \*

# Appendix



PEPFAR

# Appendix A: Full List of Unlikely Combinations of Program Area and Beneficiary - **Reviews**



PEPFAR

# Complete List of **Reviews** for Very Unlikely Intervention Combinations: Prevention Program Area: VMMC

PROGRAM AREA	BENEFICAIRY	PROGRAM AREA	BENEFICAIRY
PREV: VMMC-SD	Pregnant and Breastfeeding Women	PREV: VMMC-NSD	Pregnant and Breastfeeding Women
PREV: VMMC-SD	OVC	PREV: VMMC-NSD	OVC
PREV: VMMC-SD	AGYW	PREV: VMMC-NSD	AGYW



# Complete List of **Reviews** for Very Unlikely Intervention Combinations: Prevention Program Area: Medication assisted treatment

PROGRAM AREA	BENEFICIARY	PROGRAM AREA	BENEFICIARY
PREV: Medication assisted treatment-SD	AGYW	PREV: Medication assisted treatment-NSD	AGYW
PREV: Medication assisted treatment-SD	Pregnant and Breastfeeding Women	PREV: Medication assisted treatment-NSD	Pregnant and Breastfeeding Women
PREV: Medication assisted treatment-SD	Children	PREV: Medication assisted treatment-NSD	Children
PREV: Medication assisted treatment-SD	Non-Targeted Population	PREV: Medication assisted treatment-NSD	Non-Targeted Population
PREV: Medication assisted treatment-SD	OVC	PREV: Medication assisted treatment-NSD	OVC
PREV: Medication assisted treatment-SD	Military	PREV: Medication assisted treatment-NSD	Military

# Complete List of **Reviews** for Very Unlikely Intervention Combinations: Socio-economic Programs

PROGRAM AREA	BENEFICIARY	PROGRAM AREA	BENEFICIARY
SE: Case Management-SD	Non-Targeted Population	SE: Case Management-NSD	Non-Targeted Population
SE: Economic strengthening-SD	Non-Targeted Populations	SE: Economic strengthening-NSD	Non-Targeted Populations
SE: Education assistance-SD	Non-Targeted Populations	SE: Education assistance-NSD	Non-Targeted Populations
SE: Food & nutrition-SD	Non-Targeted Populations	SE: Food & nutrition-NSD	Non-Targeted Populations

# Appendix B: Full List of Unlikely Combinations of Program Area and Cost Category – **Reviews**



PEPFAR

# Complete List of Very Unlikely Program Area/Cost Category Entries: Personnel: Salaries - **Reviews**

COST CATEGORY	PROGRAM AREA	COST CATEGORY	PROGRAM AREA
Personnel: Salaries- Health Care Workers- Clinical	C&T: HIV Clinical Services-NSD	Personnel: Salaries- Health Care Workers- Ancillary	C&T: HIV Clinical Services-NSD
Personnel: Salaries- Health Care Workers- Clinical	C&T: HIV Drugs-NSD	Personnel: Salaries- Health Care Workers- Ancillary	C&T: HIV Drugs-NSD
Personnel: Salaries- Health Care Workers- Clinical	C&T: HIV/TB-NSD	Personnel: Salaries- Health Care Workers- Ancillary	C&T: HIV/TB-NSD
Personnel: Salaries- Health Care Workers- Clinical	C&T: HIV Laboratory Services-NSD	Personnel: Salaries- Health Care Workers- Ancillary	C&T: HIV Laboratory Services-NSD
Personnel: Salaries- Health Care Workers- Clinical	HTS: Community-based testing-NSD	Personnel: Salaries- Health Care Workers- Ancillary	HTS: Community-based testing-NSD
Personnel: Salaries- Health Care Workers- Clinical	HTS: Facility-based testing-NSD	Personnel: Salaries- Health Care Workers- Ancillary	HTS: Facility-based testing-NSD
Personnel: Salaries- Health Care Workers- Clinical	PREV: Non-Biomedical HIV Prevention-NSD	Personnel: Salaries- Health Care Workers- Ancillary	PREV: Non-Biomedical HIV Prevention-NSD
Personnel: Salaries- Health Care Workers- Clinical	PREV: Condom & Lubricant Programming-NSD	Personnel: Salaries- Health Care Workers- Ancillary	PREV: Condom & Lubricant Programming-NSD
Personnel: Salaries- Health Care Workers- Clinical	PREV: Medication assisted treatment-NSD	Personnel: Salaries- Health Care Workers- Ancillary	PREV: Medication assisted treatment-NSD
Personnel: Salaries- Health Care Workers- Clinical	PREV: Not Disaggregated-NSD	Personnel: Salaries- Health Care Workers- Ancillary	PREV: Not Disaggregated-NSD
Personnel: Salaries- Health Care Workers- Clinical	PREV: PrEP-NSD	Personnel: Salaries- Health Care Workers- Ancillary	PREV: PrEP-NSD
Personnel: Salaries- Health Care Workers- Clinical	PREV: Violence Prevention and Response-NSD	Personnel: Salaries- Health Care Workers- Ancillary	PREV: Violence Prevention and Response-NSD
Personnel: Salaries- Health Care Workers- Clinical	PREV: VMMC-NSD	Personnel: Salaries- Health Care Workers- Ancillary	PREV: VMMC-NSD
Personnel: Salaries- Health Care Workers- Clinical	SE: Case Management-NSD	Personnel: Salaries- Health Care Workers- Ancillary	SE: Case Management-NSD
Personnel: Salaries- Health Care Workers- Clinical	SE: Economic strengthening-NSD	Personnel: Salaries- Health Care Workers- Ancillary	SE: Economic strengthening-NSD
Personnel: Salaries- Health Care Workers- Clinical	SE: Education assistance-NSD	Personnel: Salaries- Health Care Workers- Ancillary	SE: Education assistance-NSD
Personnel: Salaries- Health Care Workers- Clinical	SE: Food and nutrition-NSD	Personnel: Salaries- Health Care Workers- Ancillary	SE: Food and nutrition-NSD
Personnel: Salaries- Health Care Workers- Clinical	SE: Psychosocial support-NSD	Personnel: Salaries- Health Care Workers- Ancillary	SE: Psychosocial support-NSD

# Complete List of Very Unlikely Program Area/Cost Category Entries: Travel - **Reviews**

COST CATEGORY	PROGRAM AREA
Travel: International Travel	C&T: HIV Clinical Services-SD
Travel: International Travel	C&T: HIV Drugs-SD
Travel: International Travel	C&T: HIV/TB-SD
Travel: International Travel	C&T: HIV Laboratory Services-SD
Travel: International Travel	HTS: Community-based testing-SD
Travel: International Travel	HTS: Facility-based testing-SD
Travel: International Travel	PREV: Non-Biomedical HIV Prevention-SD
Travel: International Travel	PREV: Condom & Lubricant Programming-SD
Travel: International Travel	PREV: Medication assisted treatment-SD
Travel: International Travel	PREV: Not Disaggregated-SD
Travel: International Travel	PREV: PrEP-SD
Travel: International Travel	PREV: Violence Prevention and Response-SD
Travel: International Travel	PREV: VMMC-SD
Travel: International Travel	SE: Case Management-SD
Travel: International Travel	SE: Economic strengthening-SD
Travel: International Travel	SE: Education assistance-SD
Travel: International Travel	SE: Food and nutrition-SD
Travel: International Travel	SE: Psychosocial support-SD

# Complete List of Very Unlikely Program Area/Cost Category Entries: Supplies- **Reviews**

COST CATEGORY	PROGRAM AREA	COST CATEGORY	PROGRAM AREA
Supplies: Pharmaceutical	ASP: Human resources for health-NSD	Supplies: Health- Non Pharmaceutical	ASP: Human resources for health-NSD
Supplies: Pharmaceutical	ASP: Laboratory systems strengthening-NSD	Supplies: Health- Non Pharmaceutical	ASP: Laboratory systems strengthening-NSD
Supplies: Pharmaceutical	ASP: Surveys, Surveillance, Research, & Evaluation (SRE)-NSD	Supplies: Health- Non Pharmaceutical	ASP: Surveys, Surveillance, Research, & Evaluation (SRE)-NSD
Supplies: Pharmaceutical	ASP: Health Management Information Systems (HMIS)-NSD	Supplies: Health- Non Pharmaceutical	ASP: Health Management Information Systems (HMIS)-NSD
Supplies: Pharmaceutical	ASP: Laws, regulations & policy environment-NSD	Supplies: Health- Non Pharmaceutical	ASP: Laws, regulations & policy environment-NSD
Supplies: Pharmaceutical	ASP: Management of Disease Control Programs-NSD	Supplies: Health- Non Pharmaceutical	ASP: Management of Disease Control Programs-NSD
Supplies: Pharmaceutical	ASP: Procurement & supply chain management-NSD	Supplies: Health- Non Pharmaceutical	ASP: Procurement & supply chain management-NSD
Supplies: Pharmaceutical	ASP: Public financial management strengthening-NSD	Supplies: Health- Non Pharmaceutical	ASP: Public financial management strengthening-NSD
Supplies: Pharmaceutical	HTS: Community-based testing-NSD		
Supplies: Pharmaceutical	HTS: Community-based testing-SD		
Supplies: Pharmaceutical	HTS: Facility-based testing-NSD		
Supplies: Pharmaceutical	HTS: Facility-based testing-SD		

# Complete List of Very Unlikely Program Area/Cost Category Entries: Contractual - **Reviews**

COST CATEGORY	PROGRAM AREA	COST CATEGORY	PROGRAM AREA
Contractual: Contracted Health Care Workers- Clinical	C&T: HIV Clinical Services-NSD	Contractual: Contracted Health Care Workers- Ancillary	C&T: HIV Clinical Services-NSD
Contractual: Contracted Health Care Workers- Clinical	C&T: HIV Drugs-NSD	Contractual: Contracted Health Care Workers- Ancillary	C&T: HIV Drugs-NSD
Contractual: Contracted Health Care Workers- Clinical	C&T: HIV/TB-NSD	Contractual: Contracted Health Care Workers- Ancillary	C&T: HIV/TB-NSD
Contractual: Contracted Health Care Workers- Clinical	C&T: HIV Laboratory Services-NSD	Contractual: Contracted Health Care Workers- Ancillary	C&T: HIV Laboratory Services-NSD
Contractual: Contracted Health Care Workers- Clinical	HTS: Community-based testing-NSD	Contractual: Contracted Health Care Workers- Ancillary	HTS: Community-based testing-NSD
Contractual: Contracted Health Care Workers- Clinical	HTS: Facility-based testing-NSD	Contractual: Contracted Health Care Workers- Ancillary	HTS: Facility-based testing-NSD
Contractual: Contracted Health Care Workers- Clinical	PREV: Non-Biomedical HIV Prevention-NSD	Contractual: Contracted Health Care Workers- Ancillary	PREV: Non-Biomedical HIV Prevention-NSD
Contractual: Contracted Health Care Workers- Clinical	PREV: Condom & Lubricant Programming-NSD	Contractual: Contracted Health Care Workers- Ancillary	PREV: Condom & Lubricant Programming-NSD
Contractual: Contracted Health Care Workers- Clinical	PREV: Medication assisted treatment-NSD	Contractual: Contracted Health Care Workers- Ancillary	PREV: Medication assisted treatment-NSD
Contractual: Contracted Health Care Workers- Clinical	PREV: Not Disaggregated-NSD	Contractual: Contracted Health Care Workers- Ancillary	PREV: Not Disaggregated-NSD
Contractual: Contracted Health Care Workers- Clinical	PREV: PrEP-NSD	Contractual: Contracted Health Care Workers- Ancillary	PREV: PrEP-NSD
Contractual: Contracted Health Care Workers- Clinical	PREV: Violence Prevention and Response-NSD	Contractual: Contracted Health Care Workers- Ancillary	PREV: Violence Prevention and Response-NSD
Contractual: Contracted Health Care Workers- Clinical	PREV: VMMC-NSD	Contractual: Contracted Health Care Workers- Ancillary	PREV: VMMC-NSD
Contractual: Contracted Health Care Workers- Clinical	SE: Case Management-NSD	Contractual: Contracted Health Care Workers- Ancillary	SE: Case Management-NSD
Contractual: Contracted Health Care Workers- Clinical	SE: Economic strengthening-NSD	Contractual: Contracted Health Care Workers- Ancillary	SE: Economic strengthening-NSD
Contractual: Contracted Health Care Workers- Clinical	SE: Education assistance-NSD	Contractual: Contracted Health Care Workers- Ancillary	SE: Education assistance-NSD
Contractual: Contracted Health Care Workers- Clinical	SE: Food and nutrition-NSD	Contractual: Contracted Health Care Workers- Ancillary	SE: Food and nutrition-NSD
Contractual: Contracted Health Care Workers- Clinical	SE: Psychosocial support-NSD	Contractual: Contracted Health Care Workers- Ancillary	SE: Psychosocial support-NSD

# Complete List of Very Unlikely Program Area/Cost Category Entries: Construction - **Reviews**

COST CATEGORY	PROGRAM AREA
Construction	C&T: HIV Clinical Services-SD
Construction	C&T: HIV Drugs-SD
Construction	C&T: HIV/TB-SD
Construction	C&T: HIV Laboratory Services-SD
Construction	HTS: Community-based testing-SD
Construction	HTS: Facility-based testing-SD
Construction	PREV: Non-Biomedical HIV Prevention-SD
Construction	PREV: Condom & Lubricant Programming-SD
Construction	PREV: Medication assisted treatment-SD
Construction	PREV: Not Disaggregated-SD
Construction	PREV: PrEP-SD
Construction	PREV: Violence Prevention and Response-SD
Construction	PREV: VMMC-SD
Construction	SE: Case Management-SD
Construction	SE: Economic strengthening-SD
Construction	SE: Education assistance-SD
Construction	SE: Food and nutrition-SD
Construction	SE: Psychosocial support-SD



# Complete List of Very Unlikely Program Area/Cost Category Entries: Training - **Reviews**

COST CATEGORY	PROGRAM AREA
Training	C&T: HIV Clinical Services-SD
Training	C&T: HIV Drugs-SD
Training	C&T: HIV/TB-SD
Training	C&T: HIV Laboratory Services-SD
Training	HTS: Community-based testing-SD
Training	HTS: Facility-based testing-SD
Training	PREV: Non-Biomedical HIV Prevention-SD
Training	PREV: Condom & Lubricant Programming-SD
Training	PREV: Medication assisted treatment-SD
Training	PREV: Not Disaggregated-SD
Training	PREV: PrEP-SD
Training	PREV: Violence Prevention and Response-SD
Training	PREV: VMMC-SD
Training	SE: Case Management-SD
Training	SE: Economic strengthening-SD
Training	SE: Education assistance-SD
Training	SE: Food and nutrition-SD
Training	SE: Psychosocial support-SD

# Complete List of Very Unlikely Program Area/Cost Category Entries: Other - **Reviews**

COST CATEGORY	PROGRAM AREA
Other: Financial Support for Beneficiaries	ASP: Human resources for health-NSD
Other: Financial Support for Beneficiaries	ASP: Health Management Information Systems (HMIS)-NSD
Other: Financial Support for Beneficiaries	ASP: Surveys, Surveillance, Research, and Evaluation (SRE)-NSD
Other: Financial Support for Beneficiaries	ASP: Laboratory systems strengthening-NSD
Other: Financial Support for Beneficiaries	ASP: Laws, regulations & policy environment-NSD
Other: Financial Support for Beneficiaries	ASP: Management of Disease Control Programs-NSD
Other: Financial Support for Beneficiaries	ASP: Procurement & supply chain management-NSD
Other: Financial Support for Beneficiaries	ASP: Public financial management strengthening-NSD
Other: Financial Support for Beneficiaries	C&T: HIV Clinical Services-NSD
Other: Financial Support for Beneficiaries	C&T: HIV/TB-NSD
Other: Financial Support for Beneficiaries	C&T: HIV Drugs-NSD
Other: Financial Support for Beneficiaries	C&T: HIV Laboratory Services-NSD
Other: Financial Support for Beneficiaries	HTS: Community-based testing-NSD
Other: Financial Support for Beneficiaries	HTS: Facility-based testing-NSD
Other: Financial Support for Beneficiaries	PREV: Non-Biomedical HIV Prevention-NSD
Other: Financial Support for Beneficiaries	PREV: Condom & Lubricant Programming-NSD
Other: Financial Support for Beneficiaries	PREV: Medication assisted treatment-NSD
Other: Financial Support for Beneficiaries	PREV: Not Disaggregated-NSD
Other: Financial Support for Beneficiaries	PREV: PrEP-NSD
Other: Financial Support for Beneficiaries	PREV: Violence Prevention and Response-NSD
Other: Financial Support for Beneficiaries	PREV: VMMC-NSD
Other: Financial Support for Beneficiaries	SE: Case Management-NSD
Other: Financial Support for Beneficiaries	SE: Economic strengthening-NSD
Other: Financial Support for Beneficiaries	SE: Education assistance-NSD
Other: Financial Support for Beneficiaries	SE: Food and nutrition-NSD
Other: Financial Support for Beneficiaries	SE: Psychosocial support-NSD

# Complete List of Very Unlikely Program Area/Cost Category Entries: Other - **Reviews**

COST CATEGORY	PROGRAM AREA	COST CATEGORY	PROGRAM AREA
Other: Other	ASP: Health Management Information Systems (HMIS)-NSD	Other: Other	PREV: Non-Biomedical HIV Prevention-NSD
Other: Other	ASP: Human resources for health-NSD	Other: Other	PREV: Non-Biomedical HIV Prevention-SD
Other: Other	ASP: Laboratory systems strengthening-NSD	Other: Other	PREV: Medication assisted treatment-NSD
Other: Other	ASP: Laws, regulations & policy environment-NSD	Other: Other	PREV: Medication assisted treatment-SD
Other: Other	ASP: Management of Disease Control Programs-NSD	Other: Other	PREV: Not Disaggregated-NSD
Other: Other	ASP: Procurement & supply chain management-NSD	Other: Other	PREV: Not Disaggregated-SD
Other: Other	ASP: Public financial management strengthening-NSD	Other: Other	PREV: Violence Prevention and Response-NSD
Other: Other	ASP: Surveys, Surveillance, Research & Evaluation (SRE)-NSD	Other: Other	PREV: Violence Prevention and Response-SD
Other: Other	C&T: HIV Clinical Services-NSD	Other: Other	PREV: VMMC-NSD
Other: Other	C&T: HIV Clinical Services-SD	Other: Other	PREV: VMMC-SD
Other: Other	C&T: HIV Drugs-NSD	Other: Other	PREV: PrEP-NSD
Other: Other	C&T: HIV Drugs-SD	Other: Other	PREV: PrEP-SD
Other: Other	C&T: HIV Laboratory Services-NSD	Other: Other	SE: Case Management-NSD
Other: Other	C&T: HIV Laboratory Services-SD	Other: Other	SE: Case Management-SD
Other: Other	C&T: HIV/TB-NSD	Other: Other	SE: Economic strengthening-NSD
Other: Other	C&T: HIV/TB-SD	Other: Other	SE: Economic strengthening-SD
Other: Other	HTS: Community-based testing-NSD	Other: Other	SE: Education assistance-NSD
Other: Other	HTS: Community-based testing-SD	Other: Other	SE: Education assistance-SD
Other: Other	HTS: Facility-based testing-NSD	Other: Other	SE: Food and nutrition-NSD
Other: Other	HTS: Facility-based testing-SD	Other: Other	SE: Food and nutrition-SD
		Other: Other	SE: Psychosocial support-NSD
		Other: Other	SE: Psychosocial support-SD

# Appendix C: Full List of Unlikely Combinations of Program Area and Cost Category – Errors



PEPFAR

# Complete List of Very Unlikely Program Area/Cost Category Entries: Personnel: Salaries - **Errors**

COST CATEGORY	PROGRAM AREA	COST CATEGORY	PROGRAM AREA
Personnel: Salaries- Health Care Workers- Clinical	ASP: Health Management Information Systems (HMIS)-NSD	Personnel: Salaries- Health Care Workers- Ancillary	ASP: Health Management Information Systems (HMIS)-NSD
Personnel: Salaries- Health Care Workers- Clinical	ASP: Human resources for health-NSD	Personnel: Salaries- Health Care Workers- Ancillary	ASP: Human resources for health-NSD
Personnel: Salaries- Health Care Workers- Clinical	ASP: Laboratory systems strengthening-NSD	Personnel: Salaries- Health Care Workers- Ancillary	ASP: Laboratory systems strengthening-NSD
Personnel: Salaries- Health Care Workers- Clinical	ASP: Laws, regulations & policy environment-NSD	Personnel: Salaries- Health Care Workers- Ancillary	ASP: Laws, regulations & policy environment-NSD
Personnel: Salaries- Health Care Workers- Clinical	ASP: Management of Disease Control Programs-NSD	Personnel: Salaries- Health Care Workers- Ancillary	ASP: Management of Disease Control Programs-NSD
Personnel: Salaries- Health Care Workers- Clinical	ASP: Procurement & supply chain management-NSD	Personnel: Salaries- Health Care Workers- Ancillary	ASP: Procurement & supply chain management-NSD
Personnel: Salaries- Health Care Workers- Clinical	ASP: Public financial management strengthening-NSD	Personnel: Salaries- Health Care Workers- Ancillary	ASP: Public financial management strengthening-NSD
Personnel: Salaries- Health Care Workers- Clinical	PM: IM Close-out costs-NSD	Personnel: Salaries- Health Care Workers- Ancillary	PM: IM Close-out costs-NSD
Personnel: Salaries- Health Care Workers- Clinical	PM: IM Program Management-NSD	Personnel: Salaries- Health Care Workers- Ancillary	PM: IM Program Management-NSD
Personnel: Salaries- Health Care Workers- Clinical	PM: USG Program Management-NSD	Personnel: Salaries- Health Care Workers- Ancillary	PM: USG Program Management-NSD

# Complete List of Very Unlikely Program Area/Cost Category Entries: Personnel: Supplies - **Errors**

COST CATEGORY	PROGRAM AREA	COST CATEGORY	PROGRAM AREA
Supplies: Pharmaceutical	PM: IM Close-out costs-NSD	Supplies: Health- Non Pharmaceutical	PM: IM Close-out costs-NSD
Supplies: Pharmaceutical	PM: IM Program Management-NSD	Supplies: Health- Non Pharmaceutical	PM: IM Program Management-NSD
Supplies: Pharmaceutical	PM: USG Program Management-NSD	Supplies: Health- Non Pharmaceutical	PM: USG Program Management-NSD

# Complete List of Very Unlikely Program Area/Cost Category Entries: Personnel: Contractual - Errors

COST CATEGORY	PROGRAM AREA	COST CATEGORY	PROGRAM AREA
Contractual: Contracted Health Care Workers- Clinical	ASP: Human resources for health-NSD	Contractual: Contracted Health Care Workers- Ancillary	ASP: Human resources for health-NSD
Contractual: Contracted Health Care Workers- Clinical	ASP: Health Management Information Systems (HMIS)-NSD	Contractual: Contracted Health Care Workers- Ancillary	ASP: Health Management Information Systems (HMIS)-NSD
Contractual: Contracted Health Care Workers- Clinical	ASP: Surveys, Surveillance, Research, and Evaluation (SRE)-NSD	Contractual: Contracted Health Care Workers- Ancillary	ASP: Surveys, Surveillance, Research, and Evaluation (SRE)-NSD
Contractual: Contracted Health Care Workers- Clinical	ASP: Laboratory systems strengthening-NSD	Contractual: Contracted Health Care Workers- Ancillary	ASP: Laboratory systems strengthening-NSD
Contractual: Contracted Health Care Workers- Clinical	ASP: Laws, regulations & policy environment-NSD	Contractual: Contracted Health Care Workers- Ancillary	ASP: Laws, regulations & policy environment-NSD
Contractual: Contracted Health Care Workers- Clinical	ASP: Management of Disease Control Programs-NSD	Contractual: Contracted Health Care Workers- Ancillary	ASP: Management of Disease Control Programs-NSD
Contractual: Contracted Health Care Workers- Clinical	ASP: Procurement & supply chain management-NSD	Contractual: Contracted Health Care Workers- Ancillary	ASP: Procurement & supply chain management-NSD
Contractual: Contracted Health Care Workers- Clinical	ASP: Public financial management strengthening-NSD	Contractual: Contracted Health Care Workers- Ancillary	ASP: Public financial management strengthening-NSD
Contractual: Contracted Health Care Workers- Clinical	PM: IM Close-out costs-NSD	Contractual: Contracted Health Care Workers- Ancillary	PM: IM Close-out costs-NSD
Contractual: Contracted Health Care Workers- Clinical	PM: IM Program Management-NSD	Contractual: Contracted Health Care Workers- Ancillary	PM: IM Program Management-NSD
Contractual: Contracted Health Care Workers- Clinical	PM: USG Program Management-NSD	Contractual: Contracted Health Care Workers- Ancillary	PM: USG Program Management-NSD
Contractual: Contracted Interventions	PM: IM Close-out costs-NSD	Contractual: Contracted Interventions	PM: USG Program Management-NSD
Contractual: Contracted Interventions	PM: IM Program Management-NSD		

# Complete List of Very Unlikely Program Area/Cost Category Entries: Indirect Costs- **Errors**

COST CATEGORY	PROGRAM AREA	COST CATEGORY	PROGRAM AREA
Indirect Costs	ASP: Health Management Information Systems (HMIS)-NSD	Indirect Costs	PREV: Condom & Lubricant Programming-NSD
Indirect Costs	ASP: Human resources for health-NSD	Indirect Costs	PREV: Condom & Lubricant Programming-SD
Indirect Costs	ASP: Laboratory systems strengthening-NSD	Indirect Costs	PREV: Medication assisted treatment-NSD
Indirect Costs	ASP: Laws, regulations & policy environment-NSD	Indirect Costs	PREV: Medication assisted treatment-SD
Indirect Costs	ASP: Management of Disease Control Programs-NSD	Indirect Costs	PREV: Not Disaggregated-NSD
Indirect Costs	ASP: Procurement & supply chain management-NSD	Indirect Costs	PREV: Not Disaggregated-SD
Indirect Costs	ASP: Public financial management strengthening-NSD	Indirect Costs	PREV: Violence Prevention and Response-NSD
Indirect Costs	ASP: Surveys, Surveillance, Research, & Evaluation (SRE)-NSD	Indirect Costs	PREV: Violence Prevention and Response-SD
Indirect Costs	C&T: HIV Clinical Services-NSD	Indirect Costs	PREV: VMMC-NSD
Indirect Costs	C&T: HIV Clinical Services-SD	Indirect Costs	PREV: VMMC-SD
Indirect Costs	C&T: HIV Drugs-NSD	Indirect Costs	PREV: PrEP-NSD
Indirect Costs	C&T: HIV Drugs-SD	Indirect Costs	PREV: PrEP-SD
Indirect Costs	C&T: HIV Laboratory Services-NSD	Indirect Costs	SE: Case Management-NSD
Indirect Costs	C&T: HIV Laboratory Services-SD	Indirect Costs	SE: Case Management-SD
Indirect Costs	C&T: HIV/TB-NSD	Indirect Costs	SE: Economic strengthening-NSD
Indirect Costs	C&T: HIV/TB-SD	Indirect Costs	SE: Economic strengthening-SD
Indirect Costs	HTS: Community-based testing-NSD	Indirect Costs	SE: Education assistance-NSD
Indirect Costs	HTS: Community-based testing-SD	Indirect Costs	SE: Education assistance-SD
Indirect Costs	HTS: Facility-based testing-NSD	Indirect Costs	SE: Food and nutrition-NSD
Indirect Costs	HTS: Facility-based testing-SD	Indirect Costs	SE: Food and nutrition-SD
Indirect Costs	PREV: Non-Biomedical HIV Prevention-NSD	Indirect Costs	SE: Psychosocial support-NSD
Indirect Costs	PREV: Non-Biomedical HIV Prevention-SD	Indirect Costs	SE: Psychosocial support-SD