

FY26 ER & HRH Webinar

October 22, 2026



★ ★ ★ U.S. DEPARTMENT *of* STATE ★ ★ ★

Expenditure Reporting Overview & Timeline



★ ★ ★ U.S. DEPARTMENT *of* STATE ★ ★ ★

What is expenditure reporting (ER)?

Expenditure Reporting: A standardized process for reporting how U.S. government global health funds are spent.

Expenditure Reporting...

- Captures **annual expenditures** across all global health awards — **HIV and, beginning in FY26, non-HIV.**
- Provides visibility into what programs **cost**, not just what was budgeted.
- Assesses how funding supports:
 - **Healthcare workers (HRH)**
 - **Commodities**
 - **Other implementation costs**
- FY26 ER is the **first year** that GHSD will gain insight into a **portfolio-wide financial picture**, enabling cross-disease comparisons and supporting MOU-era accountability.

Why does Expenditure Reporting Exist?

ER allows GHSD and country teams to answer critical financial questions...

Are resources aligned
with program priorities?

Where are funding gaps
or inefficiencies?

How do expenditures
compare against MOU
commitments?

Is spending shifting
appropriately from USG
Implementers to the
Recipient Country
Government?

ER is **not just compliance** — it is a **strategic management tool** that supports sustainability and accountability across global health programs.

How does Expenditure Reporting Work?

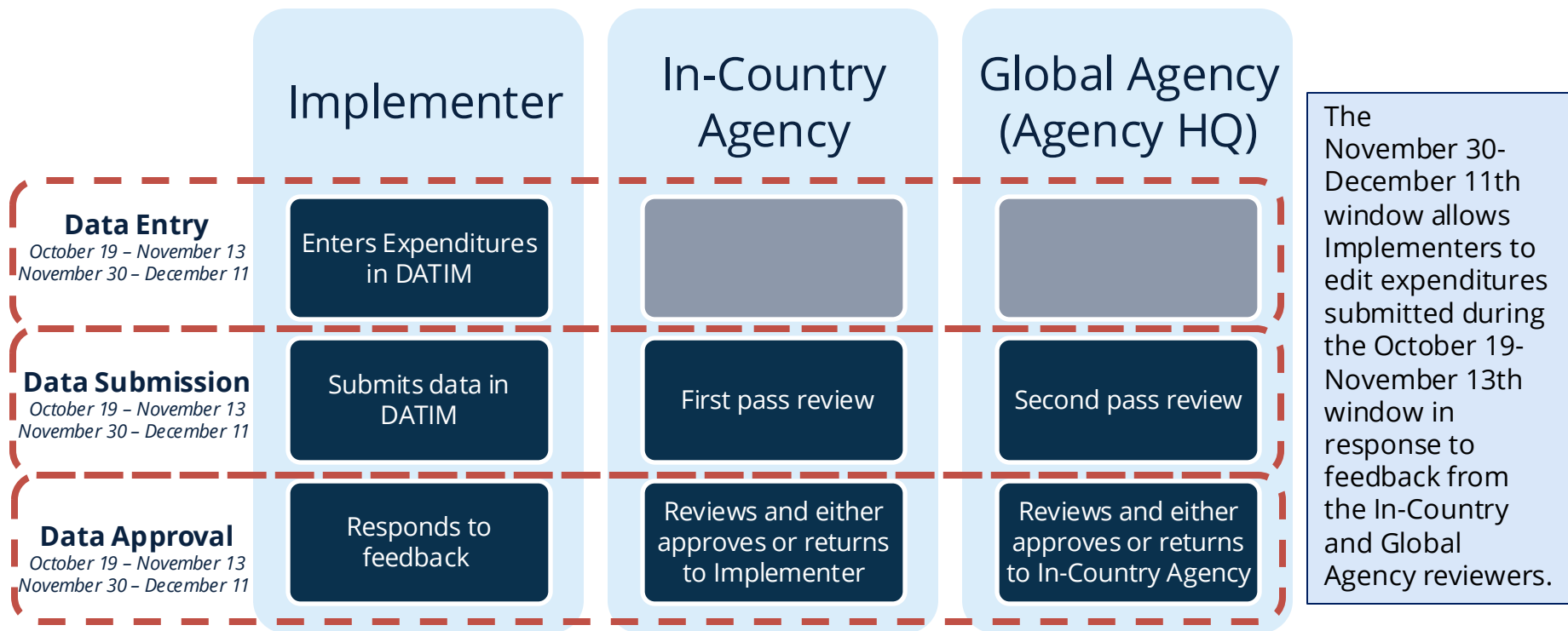
- ER is completed annually by Implementers with data entered and submitted in DATIM
 - **Prime Implementers** report for themselves *and* both collect and submit expenditure data from their subrecipients.
 - All expenditures must be entered and submitted in DATIM; however, an [FY26 ER template](#), following the new [AFGHS financial classifications](#), is available to either mock-up data for Prime Implementers ahead of direct data entry into DATIM and/or used as a tool to collect subrecipient expenditures for direct data entry into DATIM.
 - Implementers then enter and submit their data into the **DATIM Expenditure Reporting and Budget (ERB) module***, which supports:
 - **Data entry**
 - **Data review** (country teams + HQ reviewers)
 - **Final approval** before becoming part of the official dataset
- DATIM enforces **standard definitions, consistent categories, and structured review workflows**—ensuring comparability and data quality across all awards.

* DATIM or Data for Accountability, Transparency, and Impact Monitoring is the USG system built (on top of DHIS2) to collect, review, and approve programmatic and financial data across global health awards. DATIM adds USG-specific customizations, including financial classifications and mechanisms and approval workflows.

Why is FY26 ER Especially Important?

- Establishes the **baseline financial year** for the AFGHS era
- Provides the first cross-portfolio, multi-disease **financial dataset** using the new AFGHS financial classifications
- Supports understanding of:
 - How funding supported **HRH and commodities**
 - **How close past spending aligns with MOU commitments**
 - **The starting point for transition tracking** to Recipient Country Governments

Roles & Responsibilities



Reporting Scope

Included	Excluded
* USG foreign assistance global health (GHP-State, GHP-USAID, GAP) expenditures	* Non-GHP funding (ex: GHS funds directly appropriated to CDC)
* Expenditures from the past Fiscal Year (October 1, 2025-September 30, 2026) reported on a cash basis	
* Costs broken down by AFGHS financial classifications	* Expenditures incurred/accrued
* Closeout costs, even if after year 5 of award, or with no corresponding budget	

All expenditures will be entered using the DATIM ERB Processor App, available [here](#). Instructions on how to reactivate or create a DATIM account are covered in the "Accessing DATIM" section of the User Guide.

Timeline ([GHSD Data Calendar](#))

Date	Activities
Beginning prior to 10/19/26	<u>DATIM Account Management</u> DATIM expenditure reporting users (prime implementers only) either request new accounts or reactivate expired accounts as needed (<i>See Slides 11-13</i>)
10/19/26	<u>Data Entry Opens</u> DATIM opens for FY26 Implementing Mechanism (IM) expenditure reporting
11/13/26	<u>Data Entry Close</u> DATIM closes for FY26 IM ER submission. All reports should be submitted by Implementers and approved and submitted by Agency Field and Global Agency staff.
11/30/26	<u>Data Entry Open for Cleaning and Resubmission</u> DATIM opens for cleaning and resubmission of FY26 IM ER.
12/11/26	<u>Data Entry Close for Cleaning and Resubmission</u> DATIM closes for FY26 IM ER. All reports should be submitted by Implementers and submitted and approved by Agency Field and Global Agency staff.

What's New in FY26 Expenditure Reporting?



★ ★ ★ U.S. DEPARTMENT *of* STATE ★ ★ ★

What's New in FY26 Reporting?

- All mechanisms that spent USG foreign assistance global health (GHP-State, GHP-USAID, GAP) funds in FY26 to report expenditures
- All Expenditure Reporting data entry will take place directly in [DATIM](#)
 - An Expenditure Reporting template upload option will **not** be available; however, an Excel-based template will still be available either as a working file prior to data entry in DATIM or for Prime Implementers to send to Subrecipients to enter their expenditures
- All Expenditure Reporting will be entered using the [AFGHS Financial Classifications](#)
- All Subrecipients will report using the full AFGHS Financial Classifications (i.e., separate reporting requirements are not in place for Subrecipients < \$25,000 and Subrecipients >= \$25,000)

AFGHS Financial Classifications

Area of Cooperation	Sub-Category
2.1 Surveillance and Outbreak Response	<ul style="list-style-type: none"> 2.1 Surveys and Assessments 2.1 Outbreak Response Capacities 2.1 Multisectoral Coordination for Animal and Human Outbreak Surveillance and Response 2.1 Outbreak Readiness
2.2 Laboratory Systems	<ul style="list-style-type: none"> 2.2 Lab Consumables Procurement 2.2 Lab Reagents and Diagnostic Test Kit Procurement 2.2 Lab Equipment Procurement 2.2 Molecular All-Inclusive Pricing Laboratory Procurements 2.2 Frontline Lab Workers 2.2 Lab System Commodity Procurement Management
2.3 Commodities	<ul style="list-style-type: none"> 2.3 Prevention Commodity Procurement 2.3 Rapid Diagnostic Commodity Procurement 2.3 Therapeutic Commodity Procurement 2.3 Response Commodity Procurement 2.3 In-Country Warehousing and Distribution 2.3 Procurement Management
2.4 Frontline Health Workers	<ul style="list-style-type: none"> 2.4 Campaign Workers 2.4 Community Health Workers/Community-Based Staff 2.4 Doctors/Clinical Officers 2.4 Nurses/Midwives 2.4 Epidemiologists & Surveillance Officers 2.4 Other Health Workers

- An Area of Cooperation can only be tagged to a corresponding numbered Sub-Category (ex: Area of Cooperation = “2.1 Surveillance and Outbreak Response” can only be tagged to a 2.1 Sub-Category)



AFGHS Financial Classifications (cont.)

Area of Cooperation	Sub-Category
2.5 Data Systems	<ul style="list-style-type: none"> • 2.5 Data Systems Developer Staff • 2.5 Data Systems Infrastructure • 2.5 Licenses & Software • 2.5 Cybersecurity
2.6 Strategic Assistance	<ul style="list-style-type: none"> • 2.6 TA to Introduce New Innovative Diagnostics, Vaccines, Drugs, and Other Interventions (Including Integrated Services) • 2.6 Training (Pre and In-Service) of Front Line Health Care Workers • 2.6 Supervision of Front Line Health Care Workers • 2.6 TA to Support Program Transition to Government or Local Implementers • 2.6 TA Support to Achieve Co-Financing • 2.6 HRH Systems Support • 2.6 Staff Secondment to MOH • 2.6 Lab Service and Maintenance Costs • 2.6 Lab Sample Transport • 2.6 Lab Accreditation • 2.6 Lab Systems Support • 2.6 Supply Chain Systems Support • 2.6 Campaigns • 2.6 Other Staff Costs • 2.6 Other Service Delivery • 2.6 Other Health Systems Strengthening • 2.6 Implementing Mechanism Program Management • 2.6 Implementing Mechanism Closeout Costs • 2.6 Risk Management

- An Area of Cooperation can only be tagged to a corresponding numbered Sub-Category (ex: Area of Cooperation = “2.5 Data Systems” can only be tagged to a 2.5 Sub-Category)



AFGHS Financial Classifications

- All Areas of Cooperation/Sub-Category must be tagged to at least one of the below Health Program Areas...
 - HIV
 - Malaria
 - Tuberculosis
 - Polio
 - Other Public Health Threats
 - Maternal and Child Health
 - Global Health Security

Accessing DATIM



★ ★ ★ U.S. DEPARTMENT *of* STATE ★ ★ ★

REMINDER: DATIM and ER are Accessed via Okta

- Accessing DATIM (including the ERB Processor App and Approvals App) now requires an account with the single sign-on state.okta.com
- If you have an existing active DATIM and Okta account, you can access DATIM via state.okta.com either by clicking the DATIM "tile" or by navigating to datim.org and authenticating with Okta

NEW DATIM Users

- If you will be submitting, reviewing, or approving ER data during FY26 Q4 reporting and **do not** have a DATIM account...
 - Navigate to register.datim.org
 - Enter your first name, last name, and organizational email address
 - Select relevant details for your account:
 - Account Type: Implementer, Agency (USG in-country), or Global Agency (USG HQ-based)
 - Data Stream: ER
 - Approvals: Tick the box for “Approvals” if you will need to submit data for approval (Implementers) or Accept and Approve data (USG Agency in-country or HQ users)
 - Enter a justification for your account, such as “Need an in-country agency account to approve ER data”
 - Submit your request. Once submitted, it may take up to 2 business days to receive a notification at the email address you provide.
 - If you do not already have an Okta (okta.state.gov) account, this will also trigger an Okta account creation, which will be routed to the same email address you provided in your New Account Request.



Reactivating or Troubleshooting an Existing DATIM/Okta Account

- If you have an existing DATIM and Okta account but are locked out of it due to inactivity or otherwise, follow the instructions on the DATIM User Support site:
 - Users with a **state.gov email address** can find [troubleshooting/reactivation instructions here](#)
 - Users with a **non-state.gov email address** can find [troubleshooting/reactivation instructions here](#)

Data Entry & Submission Process (Implementer)



★ ★ ★ U.S. DEPARTMENT *of* STATE ★ ★ ★

Resource: Expenditure Reporting Template

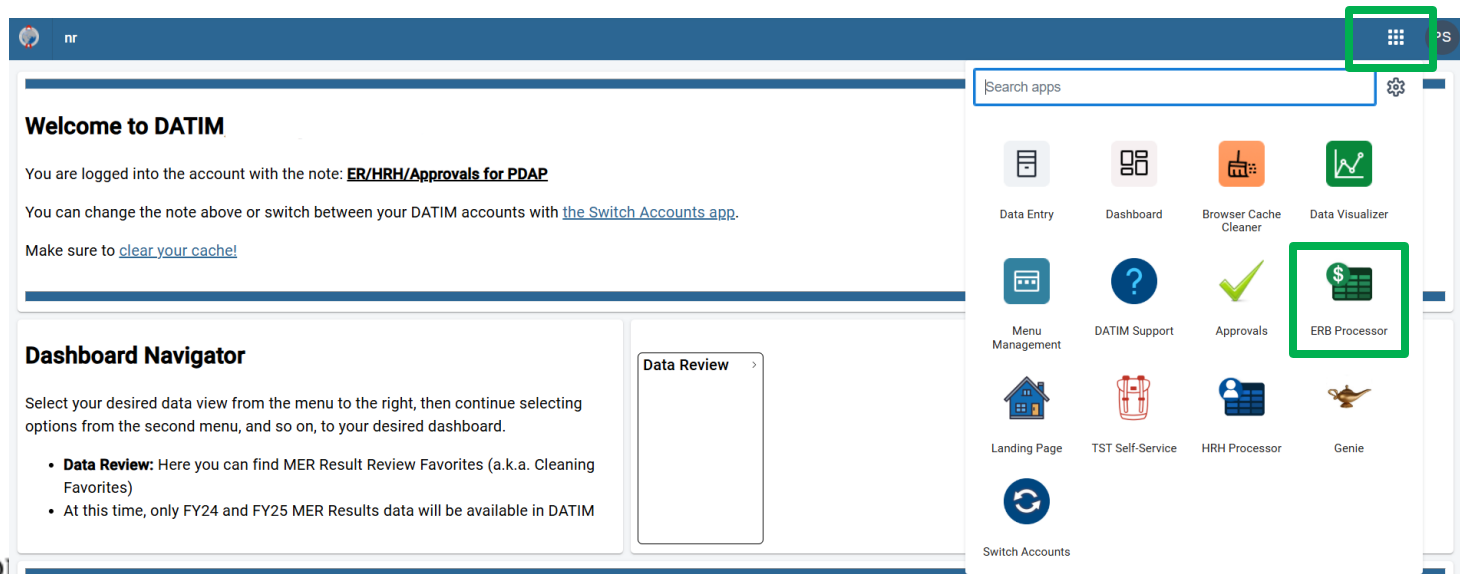
- Prior to the Prime Implementer entering expenditures in DATIM, please feel free to use the **OPTIONAL** [Expenditure Reporting template](#) to draft data entry
- The Prime Implementer can also send the template to Subrecipients to complete and return to the Prime Implementer so that the Prime Implementer can enter data from the template into DATIM
 - If you are a Subrecipient that received a template from the Prime Implementer, please ensure...
 - All your Subrecipient Organization Information (Name & UEI) is accurate
 - If a subrecipient UEI number is unknown at the time of reporting, enter '111111111111'. If a subrecipient is not required to have a UEI number, enter '999999999999'. The UEI must have exactly 12 digits.

Step 1: Log into DATIM: <https://www.datim.org>

- Complete your log-in using Okta

Step 2: Access the ERB Processor App

- Select the DATIM applications menu
- Select "ERB Processor"



Step 3: Select the IM for Expenditure Reporting

- **Operating Unit** = OU for the IM you are reporting (will be pre-populated for your OU)
- **Planning Year** = “FY26 Bridge”
- **Mechanism** = IM for the report
 - **Please note:** The list of available IMs are only those that received funding in FY26
 - If your IM is not available, submit a [DATIM Support ticket here](#) by selecting the “Expenditure Reporting” drop-down requesting the mechanism ID that you would like added to the DATIM ERB Processor app

ERB Processor

Operating Unit

Angola

Planning Year

FY 26 Bridge

Mechanism

- | Mechanism | | |
|------------------|---------------------------------|--|
| Mech ID | MECH-123 | |
| Award # | AWD-456789 | |
| Mechanism Name | State-Run Implementation (2024) | |
| Mechanism Total: | 100 | |

- Data Entry Progress**

```
graph TD; S1((1)) --- S2((2)); S2 --- S3((3)); S1 --- T1[Enter expenditures and then proceed to the next step by validating them. Keep in mind saving does not validate nor submit your expenditures for approval.]; T1 --- B1[SAVE]; T1 --- B2[VALIDATE]; style S1 fill:#2e8b57,color:#fff; style S2 fill:#ccc,color:#333; style S3 fill:#ccc,color:#333; style B1 fill:#ccc,color:#333; style B2 fill:#ccc,color:#333;
```

1 Entering Data

Enter expenditures and then proceed to the next step by **validating** them. Keep in mind saving **does not** validate nor submit your expenditures for approval.

SAVE  VALIDATE 

2 Validated

3 Submitted

Step 4a: Review Instructions and Metadata (cont.)

- Especially if you're a first-time expenditure reporter, review the below "Instructions"

Instructions

DATIM should be used for reporting Fiscal Year 2026 (October 1, 2025 - September 30, 2026) program expenditures by Implementers and their subrecipients.

Please read through the Expenditure Reporting User Guide, which can be found [here](#).

Public reporting burden for this collection of information is estimated to average 16 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: Bureau of Global Health Security and Diplomacy (S/GHSD) U.S. Department of State, 2025 E St NW, Third Floor, Washington, DC 20006.

DS-4213 President's Emergency Plan for AIDS Relief (PEPFAR) Program Expenditures
OMB Control No. 1405-0208 OMB approval expires 06/30/2027 Burden-16 hours

- Confirm you're viewing the correct partner and select the drop-down arrow to begin data entry

Prime Partner

Valid

Total: \$0

EXPORT

▼

Step 4b: Define IM Interventions

- Prior to entering any data, please review the AFGHS Financial Classifications Reference Guide, [here](#), for the full list of available Areas of Cooperation, Sub-Categories, and Health Program Areas
- All expenditures should be entered as **whole numbers** (no decimals), **positive** values, and **without non-numeric entries** (ex: \$)

Prime Partner					
<div> <div> <div></div> <div> <div></div> <div>Valid</div> </div> </div> <div>Total: \$0</div> </div>					
	A	B	C	D	E
1		Activity 1 ✕	Activity 2 ✕	Activity 3 ✕	Activity 4 ✕
2	Area of Cooperation	Area of Cooperation ▼	Area of Cooperation ▼	Area of Cooperation ▼	Area of Cooperation ▼
3	Sub-Category				
4	HIV				
5	Tuberculosis				
6	Malaria				
7	Global Health Security				
8	Other Public Health Threats				
9	Maternal and Child Health				
10	Polio				
11	Total Expenditure per Activity	\$0	\$0	\$0	\$0
Validation					
No errors or reviews found.					

Step 5: Review Validations

- Validations will either indicate that an entry is an **error** (in red) or a **warning** (in yellow)
- Error**: a showstopper, expenditures cannot be submitted or approved
- Warning**: flagging an unlikely (but not impossible) entry that should be reviewed to ensure reporting accuracy prior to submission and approval
- A validation error and warning list specific to each IM is available at the bottom of the data entry screen

3	Sub-Category					
4	HIV					
5	Tuberculosis					
6	Malaria					
7	Global Health Security					
8	Other Public Health Threats					
9	Maternal and Child Health					
10	Polio					
11	Total Expenditure per Activity	\$0	\$0	\$0	\$0	
Validation						
No errors or reviews found.						

Step 6: Enter Subrecipients (if Applicable)

- Subrecipient expenditures are reported separately from prime implementer expenditures
- *Step 6.1:* If the IM has one or more subrecipients, click “ADD SUBRECIPIENT” at the bottom of the data entry screen
- *Step 6.2:* Complete the “Subrecipient name” and “Subrecipient UEI” fields and click “ADD SUBRECIPIENT”
- *Step 6.3:* Continue to click “ADD SUBRECIPIENT” until all subrecipients are accounted for

Add new subrecipient

Subrecipient name

Subrecipient UEI

Validation

No errors or reviews found.

Subrecipients

- After clicking “ADD SUBRECIPIENT”, a new data entry template for the subrecipient appears beneath the Prime Implementer data entry template. Note that the Prime has the option to “Change UEI” or “Rename” the subrecipient if needed. The Prime Implementer proceeds to enter expenditures for each subrecipient in the newly available data entry drop-down.

Subrecipients

Valid

Total: \$0

EXPORT ^

UEI:

CHANGE UEI

RENAME

×

	A	B	C	D	E	F
1		Activity 1 ×	Activity 2 ×	Activity 3 ×	Activity 4 ×	Activity 5
2	Area of Cooperation	Area of Cooperation ▾	Area of Cooperation ▾	Area of Cooperation ▾	Area of Cooperation ▾	Area of Cooperat
3	Sub-Category					
4	HIV					
5	Tuberculosis					
6	Malaria					
7	Global Health Security					
8	Other Public Health Threats					
9	Maternal and Child Health					
10	Polio					
11	Total Expenditure per Activity	\$0	\$0	\$0	\$0	

Step 7: Save Data Entries

- Data entry can and should be saved as data is entered by scrolling back up to the “Data Entry Progress” section of the data entry screen and selecting “Save.” The section will indicate that there are “Unsaved Changes” if data has been entered and not yet saved.

ERB Processor

Operating Unit

COP Year

Mechanism

Mechanism

Mech ID

Award #

Mechanism Name

Mechanism Total:

Data Entry Progress

1 Entering Data

Enter expenditures and then proceed to the next step by **validating** them.
Keep in mind saving **does not** validate nor submit your expenditures for approval.

SAVE Unsaved changes VALIDATE

2 Validated

3 Submitted

Step 8: Validate Data Entries

- Once the data is successfully saved with no errors and you are ready to complete a final data Validation, the “Validate” button will turn green. Select “Validate.”

ERB Processor
Operating Unit
COP Year
Mechanism

Mechanism
Mech ID
Award #
Mechanism Name
Mechanism Total:

Data Entry Progress
1 Entering Data
Enter expenditures and then proceed to the next step by **validating** them.
Keep in mind saving **does not** validate nor submit your expenditures for approval.
SAVE VALIDATE
2 Validated
3 Submitted

Step 9: Confirm Successful Validation

- Once the Prime Implementer selects “Validate”, the system will run validation checks. Validations can take time to process – do not navigate away from the screen.
- If successful, you will see that “2” next to “Validated” turns green, indicating that entered expenditures pass validation.

ERB Processor
Operating Unit
Planning Year
Mechanism

Mechanism	
Mech ID	
Award #	
Mechanism Name	
Mechanism Total:	

Data Entry Progress
✓ Entering Data
2 Validated
Expenditures have been successfully validated.

Step 10: Data Submission

- Even after successful validation checks, **you are not done!** Your data must still be **submitted**.
- An option will appear prompting you to open the Data Approvals app to submit the record and indicate that you are finished entering data.
- Click the button to **“Open Approvals”**
 - When prompted, confirm **“Open Data Approvals”**

Data Entry Progress

✓

 Entering Data

2

 Validated

Expenditures have been **successfully validated**.
The mechanism is ready to be submitted for approval in the Data Approvals application.

↶ EDIT

OPEN APPROVALS ↗

Navigate to Data Approvals

You are about to leave the ERB Processor application and navigate to the Data Approvals application.

CANCEL

OPEN DATA APPROVALS ↗

Step 10: Data Submission (continued)

- The DATIM Data Approvals application will open and load the IM you saved and validated
- Click the red **"SUBMIT MECHANISM"** button
- At this stage, the Approval Status of the IM is "Submitted by Partner." Either this status or a higher approval status is required for the IM's expenditure data to be included in datasets and dashboards.

Approvals

SUBMIT MECHANISM

BACK

1

2

3

4

5

6

7

pending at partner

submitted by partner

accepted by agency

submitted by agency

accepted by global agency

submitted by global agency

accepted by global

Workflow

ER Expenditures FYOct

Period

October 2025 - September 2026



✓

2

3

4

pending at partner

submitted by partner

accepted by agency

submitted by agency

Workflow

ER Expenditures FYOct

Period

October 2025 - September 2026

- After you successfully submit the IM expenditure report in the Data Approvals application, the record will show as submitted in the ERB Processor, as shown below...



If Needed: Recall from Data Approvals App

- If the Prime Implementer determines the submission needs to be recalled, select the DATIM application menu, search for “Approvals” and select the Approvals app.

The screenshot displays the ERB Processor interface. On the left, there is a sidebar with the title 'ERB Processor' and three dropdown menus: 'Operating Unit', 'COP Year', and 'Mechanism'. The main content area is divided into two sections: 'Mechanism' and 'Data Entry Progress'. The 'Mechanism' section contains fields for 'Mech ID', 'Award #', 'Mechanism Name', and 'Mechanism Total'. The 'Data Entry Progress' section is currently empty. On the right side of the interface, there is a vertical menu with a search bar and a list of applications. The search bar contains the text 'Approvals'. Below the search bar, there is a green checkmark icon and the text 'Approvals'. The 'Approvals' app is highlighted with a green box. In the top right corner, there is a blue header bar with a grid icon and a 'PS' button. The grid icon is highlighted with a green box.

If Needed: Recall from Data Approvals App (cont.)

- Select “Workflow” = “ER Expenditures FYOct”
- Select “Period” = “October 2025 – September 2026”
- Select Operating Unit of interest
- Select “Go” for the most recent IM “Status”

Approvals

Workflow
ER Expenditures FYOct

Period

Operating Unit

[VIEW ²](#)
[ACCEPT](#)
[SUBMIT ²](#)
[RECALL](#)
[RETURN](#)

2 mechanisms

Search

☐	Mechanism [↑]	OU	Agency	Partner	Status
☐					submitted by partner

If Needed: Recall from Data Approvals App (cont.)

- Select the checkbox next to the IM with “Status” = “submitted by partner”
- Select “View”

Approvals

Workflow: ER Expenditures FYOct | Period: | Operating Unit: |

1 selected mechanism

VIEW 163 | ACCEPT 1 | SUBMIT 162 | RECALL | RETURN 1

163 mechanisms | Search: | X

☒	Mechanism ↑	OU	Agency	Partner	Status
☒					submitted by partner

If Needed: Recall from Data Approvals App (cont.)

- Select “Recall Mechanism”

Approvals

↩ RECALL MECHANISM
BACK

✓
2
3
4
5
6
7

pending at partner

submitted by partner

accepted by agency

submitted by agency

accepted by global agency

submitted by global agency

accepted by global

Workflow

ER Expenditures FYOct

Period

Mech

OU

Agency

Partner

Dataset

ERB: Expenditures

Please use the ERB Processor App for adding, updating, and reviewing Expenditures.

If Needed: Recall from Data Approvals App (cont.)

- The IM will return to “Pending at Partner” status
- Return to the “ERB Processor App” to edit and resubmit the IM
- Note: It’s **critical to resubmit** the IM after editing; otherwise, the expenditures will not flow into FY26 GHSD expenditure datasets and analytics

Approvals

[SUBMIT MECHANISM](#)
[BACK](#)

1

2

3

4

5

6

7

pending at partner

submitted by partner

accepted by agency

submitted by agency

accepted by global agency

submitted by global agency

accepted by global

Workflow

ER Expenditures FYOct

Period

Mech

OU

Agency

Partner

Dataset

ERB: Expenditures

Please use the ERB Processor App for adding, updating, and reviewing Expenditures.

Edit or Resubmit Expenditures for Approval

- Back in the ERB Processor App, you'll see that the "Data Entry Progress" section notes that the currently entered expenditures have been successfully validated. The Prime Implementer can choose to either...
 - Select "Edit" to edit expenditures again
 - Select "Open Approvals" to navigate to the "Approvals" app and submit the expenditures for Agency review

ERB Processor

Operating Unit

COP Year

Mechanism

Mechanism

Mech ID

Award #

Mechanism Name

Mechanism Total:

Data Entry Progress

✓ Entering Data

2 Validated

Expenditures have been **successfully validated**.
The mechanism is ready to be submitted for approval in the **Data Approvals** application.

EDIT OPEN APPROVALS

3 Submitted

Reviewing In-Progress and Submitted Expenditure Data



★ ★ ★ U.S. DEPARTMENT *of* STATE ★ ★ ★

ERB Processor App Record Review

- Within the ERB Processor App, both **in-country agency** and **global (HQ) agency** users can review individual saved in-progress and submitted ER records
- After logging into DATIM, agency users can access the ERB Application in the DATIM Application menu
- After selecting OU and year, a list of all mechanisms either in-progress or at various submission levels will appear

ERB Processor

Operating Unit

Planning Year

Mechanisms

Total amount entered

Total mechanisms entered

Mechanisms with reviews

Mechanisms with errors

Mech. ID	Mechanism name	Organization	UEI	Award Nr	Expenditures	Validation Status	Data Entry Status	Approval Status	Actions

ERB Processor App Record Review (continued)

- By scrolling to the right, the in-country or Global HQ Agency user can view an individual expenditure record by clicking the “eye” icon

Mech. ID	Mechanism name	Organization	UEI	Award Nr	Expenditures	Validation Status	Data Entry Status	Approval Status	Actions
						✓ SUCCESS	SUBMITTED	SUBMITTED BY PARTNER	

- After clicking the “eye” icon, to view the record, the user can export the submission as an Excel workbook for review:

Prime Partner	
	Valid 

Data Review & Approval (In-Country USG Agency)



★ ★ ★ U.S. DEPARTMENT *of* STATE ★ ★ ★

In-Country USG Agency Review Overview

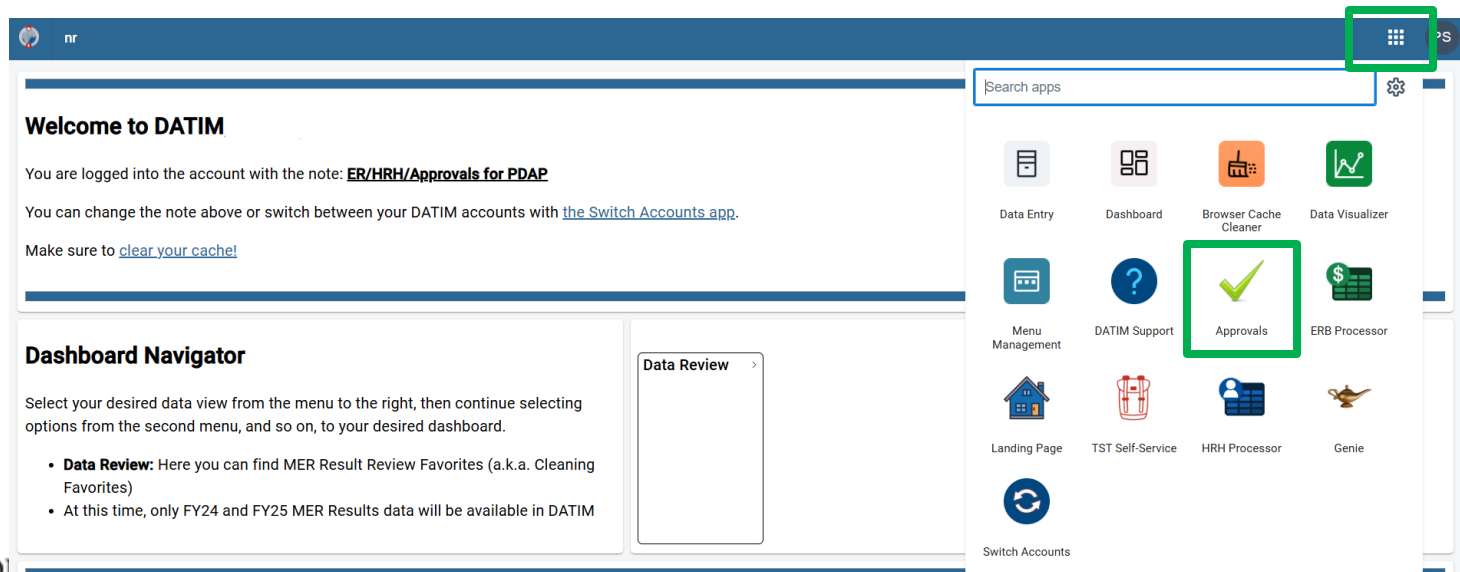
- Once FY26 expenditures have been successfully submitted in DATIM by the Prime Implementer, the submitted expenditures are reviewed by the Agency AOR/COR/Project Officer (or designated Agency reviewer)
- The Agency reviewer will check for:
 - Expenditures that do not seem to be aligned to the [AFGHS Financial Classifications](#)
- If the Agency reviewer notes any of the above or other potential errors, they may contact the Implementer either for further explanation or to require or suggest edits prior to approving the expenditures. If the Agency reviewer requires edits, the Agency reviewer will return the Submission in the Approvals app.

Step 1: Log into DATIM: <https://www.datim.org>

- Complete your log-in using Okta

Step 2: Access the Approvals App

- Select the DATIM application menu
- Select “Approvals”



Step 3: View and Accept IMs Submitted by Implementer

1. Select "Workflow" = "ER Expenditures FYOct"
2. Select "Period" = "October 2025 – September 2026"
3. Select Operating Unit of interest
4. Select "Go" to update the most recent status for each IM
5. Select "Accept" in the table header
6. Select the checkbox next to the IM
7. Select "Accept", and confirm "Accept Mechanism" on the following page

Approvals

Workflow: ER Expenditures FYOct | Period: [dropdown] | Operating Unit: [dropdown] | 1-4

1 selected mechanism 7

40 1 5 1

1 mechanisms Search

☒	Mechanism ↑	OU	Agency	Partner	Status
☒ 6	[blurred]	[blurred]	[blurred]	[blurred]	submitted by partner

1 row selected < 1 >

Step 4: Submit the IM to the Global Agency Level

1. Select "Workflow" = "ER Expenditures FYOct"
2. Select "Period" = "October 2025 – September 2026"
3. Select Operating Unit of interest
4. Select "Go" to update the most recent status for each IM
5. Select "Submit" in the table header
6. Select the checkbox next to the IM
7. Select "View", and confirm "Submit Mechanism" on the following page

Approvals

Workflow
ER Expenditures FYOct
Period
October 2025 – September 2026
Operating Unit

1 selected mechanism

☒
VIEW 163

☒
SUBMIT 163

1

163 mechanisms

☒	Mechanism ↑	OU	Agency	Partner	Status
☒					accepted by agency

Optional: Return an IM for Revision

If an Expenditure Reporting record requires revision, an In-country USG Agency user can “return” the IM to the Implementer for revision in the DATIM Approvals application

1. Select “Workflow” = “ER Expenditures FYOct”
2. Select “Period” = “October 2025 – September 2026”
3. Select Operating Unit of interest
4. Select “Go” to update the most recent status for each IM
5. Select “Return” in the table header
6. Select the checkbox next to the IM
7. Click “Return” and confirm “Return Mechanism” on the next screen

Approvals

Workflow: ER Expenditures FYOct | Period: October 2025 – September 2026 | Operating Unit: [blurred] | **GO**

RETURN 1 selected mechanism

7 VIEW 163 | ACCEPT | SUBMIT 163 | RECALL | **RETURN 1** **5**

1 mechanisms

☒	Mechanism ↑	OU	Agency	Partner	Status
☒ 6	[blurred]	[blurred]	[blurred]	[blurred]	accepted by agency

Depending on the approval status, “Return” may need to be clicked multiple times for the IM to go back to the “pending at partner” status

Data Review & Approval (Global (HQ) USG Agency)



★ ★ ★ U.S. DEPARTMENT *of* STATE ★ ★ ★

Global (HQ) Agency Review Overview

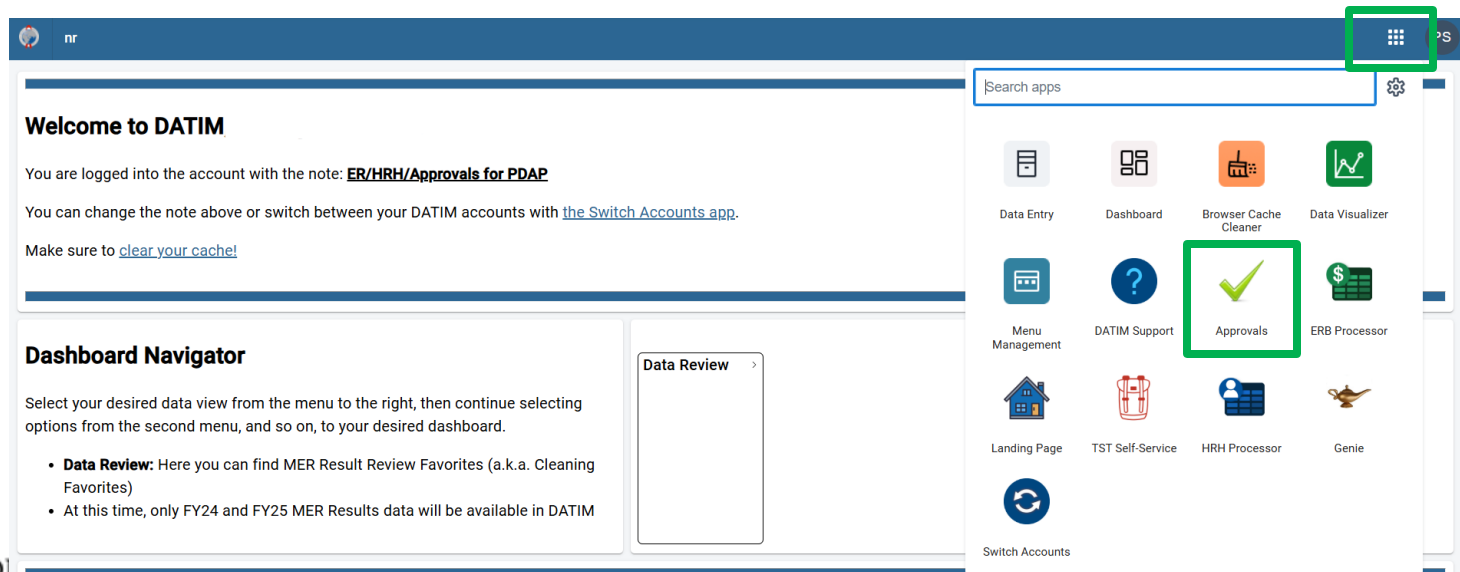
- Once FY26 expenditures have been successfully submitted in DATIM by the In-Country USG Agency, the submitted expenditures can be reviewed by a Global Agency POC
- The Global Agency reviewer conducts additional checks for data completeness and quality, reviewing for any validation errors or data anomalies that may require additional clarification or data adjustments
- The Global Agency reviewer will check for:
 - Expenditures that do not seem to be aligned to the [AFGHS Financial Classifications](#)
- If the Global Agency reviewer notes any of the above or other potential errors, they may contact the In-Country Agency either for further explanation or to require or suggest edits prior to approving the expenditures. If the Global Agency reviewer requires edits, the Global Agency reviewer will return the Submission in the Approvals app.

Step 1: Log into DATIM: <https://www.datim.org>

- Complete your log-in using Okta

Step 2: Access the Approvals App

- Select the DATIM application menu
- Select “Approvals”



Step 3: View and Accept IMs Submitted by In-Country USG Agency

1. Select "Workflow" = "ER Expenditures FYOct"
2. Select "Period" = "October 2025 – September 2026"
3. Select Operating Unit of interest
4. Select "Go" to update the most recent status for each IM
5. Select "Accept" in the table header
6. Select the checkbox next to the IM
7. Select "Accept", and confirm "Accept Mechanism" on the following page

Approvals

Workflow

Period

Operating Unit

✓ GO

ER Expenditures FYOct

ACCEPT

1 selected mechanism

7

VIEW 163

5

ACCEPT 1

SUBMIT 162

RECALL

RETURN 1

1 mechanisms

Search

×

☒	Mechanism ↑	OU	Agency	Partner	Status
☒					submitted by agency

Step 4: Submit the IM to the Global Agency Level

1. Select "Workflow" = "ER Expenditures FYOct"
2. Select "Period" = "October 2025 – September 2026"
3. Select Operating Unit of interest or select "Global"
4. Select "Go" to update the most recent status for each IM
5. Select "Submit" in the table header
6. Select the checkbox next to the IM
7. Select "Submit" and confirm "Submit Mechanism" on the following page

Approvals

Workflow: ER Expenditures FYOct | Period: October 2025 – September 2026 | Operating Unit: [dropdown] | **GO** (1-4)

SUBMIT (7) | 1 selected mechanism

VIEW (163) | ACCEPT | **SUBMIT** (163) (5) | RECALL | RETURN (1)

163 mechanisms | Search: [input] X

☒ Mechanism ↑	OU	Agency	Partner	Status
☒ (6)	[blurred]	[blurred]	[blurred]	accepted by global agency

Optional: Return an IM for Revision

If an Expenditure Reporting record requires revision, a Global Agency user can “return” the IM to the In-Country USG Agency for review in the DATIM Approvals application

1. Select “Workflow” = “ER Expenditures FYOct”
2. Select “Period” = “October 2025 – September 2026”
3. Select Operating Unit of interest or select “Global”
4. Select “Go” to update the most recent status for each IM
5. Select “Return” in the table header
6. Select the checkbox next to the IM for return
7. Click “Return” and confirm “Return Mechanism” on the next screen

Approvals

The screenshot shows the 'Approvals' section of the DATIM application. A green box labeled '1-4' encompasses the top filters: 'Workflow' (set to 'ER Expenditures FYOct'), 'Period' (set to 'October 2025 - September 2026'), 'Operating Unit' (set to 'Global'), and a 'GO' button. Below this, a red 'RETURN' button is highlighted with a green box and a green circle labeled '7'. To its right, it says '1 selected mechanism'. Below the filters is a table with action buttons: 'VIEW 163', 'ACCEPT', 'SUBMIT 163', 'RECALL', and 'RETURN 1'. The 'RETURN 1' button is highlighted with a green box and a green circle labeled '5'. Below the buttons is a table with the header '1 mechanisms' and a search bar. The table has columns: 'Mechanism' (with a checkbox), 'OU', 'Agency', 'Partner', and 'Status'. The first row shows a mechanism with a checked checkbox (highlighted with a green box and a green circle labeled '6') and a status of 'accepted by global agency'.

Depending on the approval status, “Return” may need to be clicked multiple times for the IM to go back to the “pending at partner” status

Approval Levels & Data Availability in Standard Analyses

- While In-Country and Global USG Agency review, acceptance, and submission is highly recommended for data quality and accountability purposes, all implementer submissions that have the status “**Submitted by Partner**” by the end of the data entry window will be included in the FY26 ER datasets and dashboards, regardless of approval steps by In-Country or Global USG Agency
- Ensure that all implementers have **Submitted**, not just saved or validated their Expenditure Reporting data, for these data to flow through into standard dataset and dashboard analyses

Expenditure Reporting Support



★ ★ ★ U.S. DEPARTMENT *of* STATE ★ ★ ★

Technical Support in DATIM Support

- DATIM Support
 - Visit help.datim.org
 - Under “Submit a Request”, select “Expenditure Reporting (ER)”
 - Fill our remaining information in the ticket form

Submit a request

Please choose from the issue topics below.

Expenditure Reporting (ER) ▼

Your email address *

Your First Name *

Your Last Name *

DATIM user name *

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

Subject *

Description *

Appendix A: Expenditure Reporting Compliance



★ ★ ★ U.S. DEPARTMENT *of* STATE ★ ★ ★

Expenditure Reporting Compliance with CFR Cost Principles

- All submissions should comply with federal cost regulations, as outlined in Part 200, Subpart E of the Code of Federal Regulations, which can be accessed [here](#)
- This section of the CFR describes cost principles for non-federal entities receiving federal awards, including cost principles related to the classification of direct and indirect costs and allowability, reasonability, and allocability of costs, as well as other cost principles.
- Value Added Tax (VAT) foreign taxes charged for the purchase of goods or services that a non-Federal entity is legally required to pay in country is an allowable expense under Federal awards as direct or indirect costs. To the extent that such credits accrued or received by the non-Federal entity relate to allowable cost, these costs must be credited to the Federal awarding agency either as costs or cash refunds. More information can be found [here](#).

Agency Cost Principles and Reporting Requirements

- In addition to the federal cost principles outlined to the CFR Part 200, each implementing agency may have additional cost principles and other terms that must be respected as part of the expenditure reporting process.
- Implementers should confer with their awarding agency to ensure that their expenditure reporting submission complies with expenditure and cost requirements for that agency.
- For awards made by The Department of State, reporting must comply with U.S. Department of State Standard Terms and Conditions.

Human Resources for Health



★ ★ ★ U.S. DEPARTMENT *of* STATE ★ ★ ★

Outline

1. Why does the HRH Inventory Matter?
2. What's new in FY26?
3. Who Completes the FY26 HRH Inventory?
4. What Data Are Collected?
5. Definitions of Data Elements
6. Overview of Data Entry, Review and Submission
7. Q&A

What Guidance Materials Will Be Available?

FY26 USG-funded HRH Inventory Guidance

Provides programmatic guidance about the HRH Inventory, including the purpose, who completes the template, definitions of required data and submission instructions.

- The [FY26 HRH Inventory Guidance](#) is the primary source of information for USG teams and USG-funded Implementers.
- These slides only help visualize/summarize the information in the Guidance.
- The MS Excel [HRH Inventory Template](#) is the data capture tool.



Why the "HRH Inventory" Matters

*More information in [HRH Inventory Guidance](#) Sections:
Preface and Introduction*



Measure What Matters: FY26 USG HRH Inventory

- Understanding the scale and scope of USG investments in HRH in each country remains a priority—expanding beyond HIV to establish a baseline in malaria, TB, MCH, GHS and other health areas
- Aligned with the [America First Global Health Strategy \(AFGHS\)](#)
- FY26 HRH Inventory is focused and streamlined on collecting data that we “*need to know*” to advance the Bilateral Health MOU/MYP goals towards country self-reliance



The HRH Inventory Asks Three Main Questions

What **functions/roles** do
USG-supported
health workers
perform **across**
health areas?



How do USG-
funded health
workers **map**
to the
bilateral
health
MOU/MYP
classifications?



How much are
USG-funded
health workers
compensated?



Keep an eye out for these three icons in later slides.



What's New in FY26?

*More Information in the [HRH Inventory Guidance](#) Sections:
Preface and Introduction*



Focused, Streamlined and Expanded to New Health Program Areas

- **Improved alignment** of USG-funded HRH Inventory data elements with relevant [AFGHS Financial Classification](#) definitions.
- **Introduced new health program areas:** Malaria, TB, Polio, Other Public Health Threats, MCH, GHS
- **Geography, non-monetary** expenditure columns removed
- **Simpler data submission** process



Who Completes the HRH Inventory?

*More Information in the [HRH Inventory Guidance](#) Sections:
Preface and Introduction*



The HRH Inventory is a **required deliverable** that must be **completed by all IMs** that were active at any point during **USG fiscal year 2026 (October 1, 2025 – September 30, 2026)**, including IMs that are closing out on September 30, 2026 (except for HHS/HRSA)



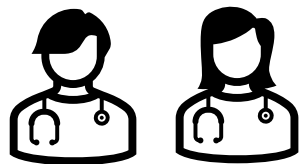
- Any IM that was active at any point in FY2026 (one submission by Prime Implementer per IM, which includes all sub-recipient organizations).
- IMs that close out on September 30, 2026.
- Government-to-government (G2Gs).



- Do not include any HHS/HRSA IMs closing out on September 30, 2026.
- Contact the DoD HRH POC for information on how to report DoD Military-Military IMs

What Data are Collected in the HRH Inventory?

*More Information in [HRH Inventory Guidance](#) Sections:
Preface and Introduction*

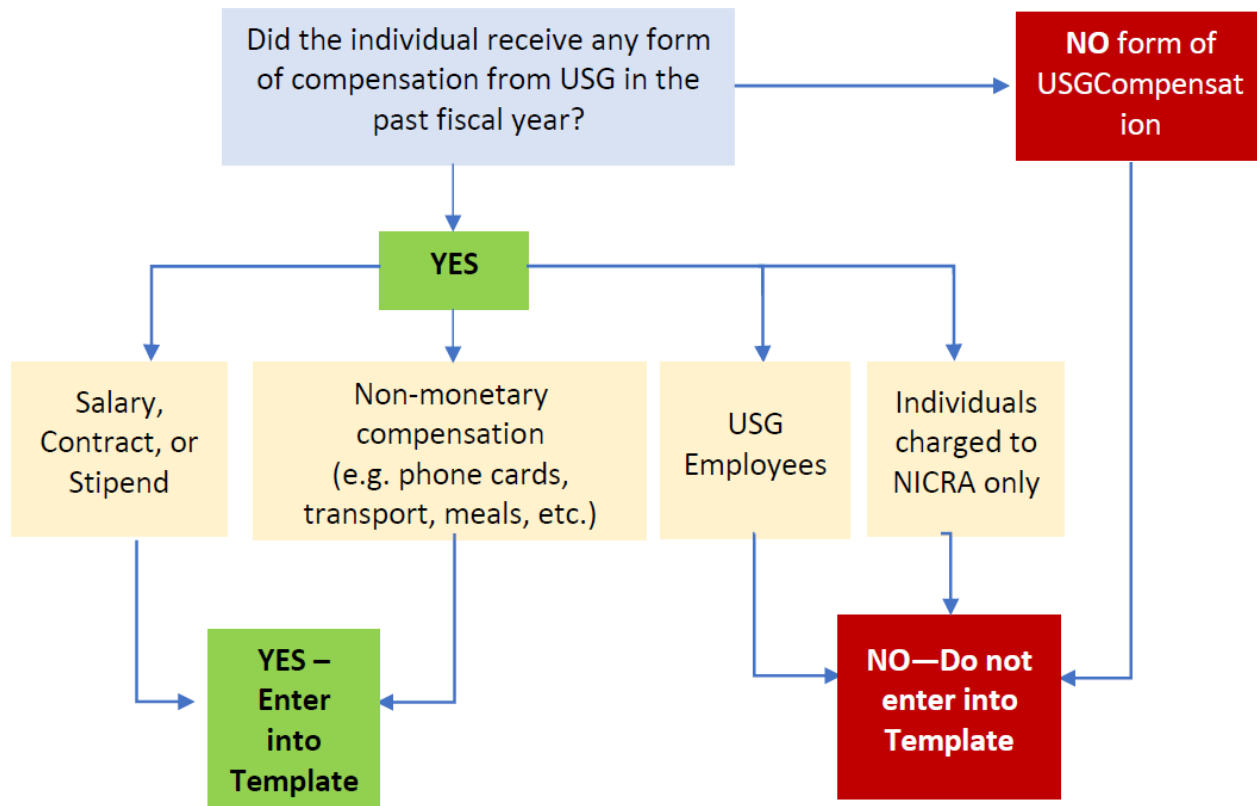


Prime Implementers enter USG-funded HRH Inventory data at the **individual-level**,= in a [MS Excel-based data collection template](#). A separate template is required for each IM and includes all sub-recipient data. Each row of data entry in the template represents one (1) USG-funded health worker individual.



Individuals receiving **any form of compensation from USG** (through contracts, non-monetary compensation, salary, or other employment relationship) **via an Implementing Mechanism (IM) at any point during USG fiscal year 2026 (October 1, 2025 - September 30, 2026)** are included in the template

Which individuals should be included in each IM-specific HRH Inventory Template?



Note: A single USG-funded individual may be counted in more than one IM-specific template if they are employed by more than one IM.

Definitions of Data Elements in the HRH Inventory Template

*More information in Handbook Section:
FY26 HRH Inventory Data Collection Template*

Orientation to Inventory Template Structure

The IM-specific template contains three tabs...

Tab	What's included
Cover Sheet	The user must select the Mechanism ID in the "Mechanism ID" drop-down. Mechanism ID selection will automatically pre-populate "Operating Unit", "Country", and "IM Name." This information cannot be edited.
Staff List	Data entry fields to be completed for each USG-funded individual for that IM (each row represents one USG-funded health worker individual).
FTE Calculator	A resource to calculate the average FTE per month for each USG-funded individual in the Staff List tab.



Coversheet Tab: Data Elements and Definitions

Data Element	Definition
Operating Unit	This field will pre-populate after selecting the Mechanism ID. The field cannot be edited.
Country	This field will pre-populate after selecting the Mechanism ID. The field cannot be edited.
Mechanism ID	The user selects the Mechanism ID from the drop-down. If your Mechanism ID is not included in the drop-down and you believe the Mechanism needs to report FY26 HRH data, please submit a DATIM Support ticket here requesting the Mechanism addition by selecting "I have a question" under the "How Can We Assist You?" drop-down.
Mechanism Name	This field will pre-populate after selecting the Mechanism ID. The field cannot be edited.



Staff List Tab: Data Elements List



- Health Program Area
- Cadre
- Seconded to Government
- Transition to Government
- Months of work in past fiscal year
- Average FTE per month



- Area of Cooperation
- Sub-Category



- Sum of Annual Expenditure, excluding Fringe and Non-Monetary (USD)
- Annual Fringe Expenditure, excluding Non-Monetary



Staff List Tab: Health Program Area

- ***What Health Program Area does the individual support? Select one from the drop-down...***
- Drop-down Options:
 - HIV
 - Tuberculosis
 - Malaria
 - Other Public Health Threats
 - Global Health Security
 - Polio
 - Maternal and Child Health
- Additional Information:
 - New field aligns with the [AFGHS Financial Classification Reference Guide](#)





Staff List Tab: Cadre

- ***To which cadre does the individual belong? Select the most appropriate option from the drop-down...***
- 12-15 cadre options. *Pick lists will differ based on Health Program Area.*
- Additional Information:
 - Appendix B in the Guidance includes examples of employment titles/definitions within each cadre
 - Cadres may not exactly match the official employment title of the individual. Select the cadre that best matches the job that the individual was hired to perform.
 - For each USG-funded health worker individual, the cadre selected should reflect the work being *performed* by the individual, NOT their *training or qualification*.
 - “Other Professional Staff” should be used only as a last resort if no other cadre comes close to the role the individual performs.



Cadre Mapping to Health Program Area: HIV

Health Program Area	Cadre
HIV	Medical
HIV	Nurses/Midwives
HIV	Laboratory
HIV	Pharmacy
HIV	Mental Health Staff
HIV	Other Clinical Provider
HIV	Community Staff
HIV	Social Work and Case Management
HIV	Implementing Mechanism Program Management Staff
HIV	Support Staff
HIV	Technical Assistance Staff
HIV	Data-Related Staff
HIV	Other Professional Staff



Cadre Mapping to Health Program Area: Tuberculosis, Malaria, Global Health Security, Other Public Health Threats, Polio, Maternal and Child Health

Health Program Area	Cadre
Tuberculosis	Campaign Workers
Tuberculosis	Community Health Workers/Community-Based Staff
Tuberculosis	Doctors/Clinical Officers
Tuberculosis	Epidemiologists, Surveillance, and Data Staff
Tuberculosis	Nurses/Midwives
Tuberculosis	Other Health Workers
Tuberculosis	Frontline Lab Workers
Tuberculosis	Data Systems Developer Staff
Tuberculosis	Technical Assistance Staff
Tuberculosis	Other Professional Staff
Tuberculosis	Implementing Mechanism Program Management Staff
Tuberculosis	Support Staff



Staff List Tab: Seconded to Government

- *Is the individual officially designated as a secondee to the national or local government? Select "Yes" or "No" from the drop-down...*
- **No** (i.e., Not Seconded to Government), **Yes** (i.e., Seconded to Government).
- Additional Information:
 - Revised field in FY26, removed "Not sure" option.
 - Secondee definition: Any USG-funded individual who is officially designated as a secondee as part of their terms/scope of work documentation. In this context, a secondee is someone who is fulfilling a role that would normally be performed by a local or national government employee. Seconded staff are most often seconded to national or local government offices rather than health facilities.
 - In this context, local/national government is any host government entity at any level of government (for example, district, provincial, federal etc.).





Staff List Tab: Seconded to Government

IF a...	THEN select...
Local or national government employee receives compensation from USG in addition to their local or national government salary	'No'
USG-funded individual, who is employed by an Implementer, is placed in any local or national government office to perform tasks/duties for the USG	'No'
USG-funded individual, who is employed by an Implementer, is placed in any local or national government office officially as a secondee either full time or part time	'Yes'
USG-funded individual, who is employed by an Implementer, regularly works closely with government staff but is not officially a secondee to the government	'No'
USG-funded individual, who is employed by an Implementer, works in health facilities to deliver health services alongside government staff but not officially a secondee to the government	'No'



Staff List Tab: Transition to Government



- ***Was or will this position/role be transitioned to local/national government in either FY26 or FY27? Select one option from the drop-down...***
- Yes - transitioned in FY26, Yes - will be transitioned in FY27, No - not transitioned in either FY26 or FY27, Not sure
- Additional Information:
 - Definition of “transitioned”: In this context, “transitioned” means this USG-funded individual’s position or role (but not necessarily the individual themselves) either will be or has been taken on by the local/national government. That is, this position/role either is no longer USG-funded or will no longer be USG-funded because the position has been transitioned.
 - In this context, local/national government is any host government entity at any level of government (for example, district, provincial, federal etc.).





Staff List Tab: Transition to Government

IF a...	THEN select...
If a USG-funded individual's position/role was transitioned to local/national government at any point during FY26 (for example, in June 2026)	'Yes – transitioned in FY26'
If a USG-funded individual's position/role will be transitioned to local/national government at any point during FY27 (for example, in January 2027)	'Yes – will be transitioned in FY27'
If a USG-funded individual's position/role was not transitioned to local/national government at any point during FY26 AND will not be transitioned at any point in FY27	'No – not transitioned in either FY26 or FY27'
If you're not sure whether a USG-funded individual's position/role was transitioned to local/national government at any point in FY26 OR will be transitioned at any point in FY27	'Not sure'





Staff List Tab: Months of work in past year

- ***What are the total number of months the individual worked in this role? Enter a number between 0-12***
- Free Text: Numeric, must be between 0-12
- Additional Information:
 - If a USG-funded individual worked for part of a month, count the number of weeks (not days) worked in the partial month, and notated as a decimal. For example, if a doctor under the 'Medical' cadre worked 3 weeks in one month, that would be counted as 0.75 of a month.
 - It is not necessary to subtract regular sick or vacation leave days when calculating (i.e. you can count paid leave days as work). If an individual is on extended unpaid leave (such as, leave to attend school), do not count those months as working months.
 - This data element will be used to calculate FTE counts (i.e., annual fte) using the following formula:
$$(\text{average_fte_per_month} * \text{months_of_work}) / 12 = \text{annual fte}.$$





Staff List Tab: Average FTE per month

- ***What is the average full-time equivalent (FTE) worked by the individual per month, where 0 = no work on average per month, and 1 = full-time work per month? Use the FTE Calculator tab and enter a value from 0-1.005***
- Free Text: Numeric. Must be between 0-1.005
- Additional information:
 - The third tab of the HRH Inventory template contains an FTE Calculator. This calculator will help determine the FTE for an individual who worked less than full-time per month during the year.
 - For each individual who worked less than full-time, use the FTE calculator to get a number that represents the FTE for that individual, and then transfer that number to the Staff list tab.
 - Only enter the FTE supported by USG on the IM being reported. For example, if an individual worked 0.25 on the IM #1, and also worked 0.75 on IM #2, report 0.25 as the FTE on the IM #1.
 - Do not report any FTEs funded partially or fully by a national government or other entities. Only the portion of FTE funded by USG via the IM being reported should be entered.
 - Additional examples of scenarios for FTE calculations are available in Appendix A.



FTE Calculator Tab

- To use this calculator:
 - **Step 1:** Enter the # of hours in a standard full-time work week, line 4, blue box
 - **Step 2:** Choose which of the 4 options best represents your USG-funded worker (Option 1: The USG-funded worker's hours generally remain constant per week; Option 2: The USG-funded worker's hours generally remain constant per month; Option 3: The USG-funded worker's hours differ per week in a month; Option 4: The USG-funded worker's hours vary month to month)
 - **Step 3:** Enter values in yellow box(es) of the corresponding option to generate Average Monthly FTE (green box). If your worker has no hours worked for a given week/month, enter 0 in the corresponding box, DO NOT leave the box blank.
 - **Step 4:** Enter Average Monthly FTE into the HRH Inventory Template

	A	B	C	E	G
1	Average FTE per Month Calculator Tool for Column G in HRH Inventory Template				
2	To use this calculator:				
3	1. Enter the # of hours in a standard full-time work week, line 4, blue box				
4	2. Choose which of the 4 options best represents your PEPFAR-supported worker.				
5	3. Enter values in yellow box(es) of the corresponding option to generate Average Monthly FTE (green box).				
6	4. If your worker has no hours worked for a given week/month, enter 0 in the corresponding box, DO NOT leave the box blank.				
7	5. Enter Average Monthly FTE into the HRH Inventory Template.				
8	Step 1: Enter standard hours				
9	Enter # of hours in a standard full-time work week				
10	*Standard full-time work weeks are typically 40 or 36 hours				
11	Enter value in C4 to activate the calculator				
12	Step 2: Select the option that best represents your PEPFAR-supported worker				
13	Option 1: The PEPFAR worker's hours generally remain constant per week				
14	Ex. Nurse works 20 hours per week each week all year, enter 20 in the yellow box				
15	Enter number of hours the PEPFAR supported worker worked per week				
16	Average Monthly FTE				
17	Option 2: The PEPFAR worker's hours generally remain constant per month				
18	Ex. Case manager works 50 hours every month, enter 50 in the yellow box				
19	Enter number of hours the PEPFAR supported worker worked per month				
20	Average Monthly FTE				
21					
22					

Staff List Tab: Sum of Annual Expenditure, excluding Fringe and Non-monetary (in USD)



- ***What is the total amount spent on the individual's remuneration in USD, excluding fringe and non-monetary expenditure, over the past fiscal year? Enter a value between \$0-\$1,000,000***
- Free Text. Numeric. Must be between \$0-\$1,000,000
- Additional Information
 - All USG-funded expenditure data must be reported in United States dollars (USD).
 - Financial systems and policies at the IP should define how currency exchange is managed, and USD reporting is calculated. All USG-funded expenditure data is reported on a cash basis of accounting.
 - All salaries, wages, contract fees and other payments made to staff should be entered here.
 - If an individual receives non-monetary compensation ONLY from USG, enter "0"



Staff List Tab: Sum of Annual Expenditure, excluding Fringe and Non-monetary



Included	Excluded
Regular salaries and wages paid directly to employees or contract staff.	USD equivalent of any non-monetary compensation paid to employees or contract staff.
Stipends, cash awards, bonuses or performance-based pay that is paid directly to employees or contract staff.	Fringe benefits. Details on fringe benefits are provided below under 'Fringe expenditure excluding salary and non-monetary'

Staff List Tab: Annual Fringe Expenditure, excluding Non-Monetary (in USD)



- ***What is the total amount spent on the individual's fringe benefits (in USD) over the past fiscal year? Enter a value between \$0-\$1,000,000***
- Free text, Numeric; Must be between \$0-\$1,000,000
- Additional Information:
 - All USG-funded expenditure data must be reported in United States dollars (USD).
 - Financial systems and policies at the IP should define how currency exchange is managed, and USD reporting is calculated. All USG-funded expenditure data is reported on a cash basis of accounting.
 - Fringe should include the cost of employer's share and should exclude any fringe benefits that are included as part of an approved indirect cost rate.
 - If an individual receives non-monetary compensation ONLY from USG, enter "0"



Staff List Tab: Annual Fringe Expenditure, excluding Non-Monetary (in USD)



Included	Excluded
Fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as vacation, sick leave, military leave.	Stipends, cash awards, bonuses or performance-based pay should all be entered in the "Sum of Annual Expenditure, excluding Fringe and Non-Monetary."
Fringe benefits in the form of employer contributions or expenses for social security, employee insurance, worker's compensation insurance, pension plan costs, etc.	USG funding for the construction or renovation of housing for healthcare workers , even if in place of providing a housing allowance to obtain housing on the market, should not be included.
Other allowable costs for fringe benefits, such as housing assistance and rural housing allowance.	Fringe benefits that were classified as indirect .
Any severance payment that may have been made to an individual.	If individual receives only non-monetary compensation, enter 0 in this column.



Overview of Data Entry, Review and Submission

More information in [FY26 HRH Inventory Guidance](#)

What is the Timeline for Completion of the FY26 HRH Inventory?

The FY26 HRH Inventory **opened on October 21, 2026** with template submissions due by **11:59pm US/EST on December 11, 2026.**

How do I Access the FY26 HRH Inventory Template?

- The [FY26 HRH Inventory Template](#) will be downloaded directly from the [DATIM Support Site](#).
- The template is a global template, inclusive of all IMs that GHSD anticipates reporting HRH data for FY26.
- As an Implementer, if you believe your mechanism should submit HRH data for FY26 and the Mechanism ID is not available in the template, please submit a [DATIM Support Ticket](#) via the below steps...
 - 1) Select *"Submit HRH Inventory Data or Related Questions"* from the drop-down
 - 2) Under *"Subject"* entering *"Missing Mechanism ID"* and under *"Description"* indicating the missing Mechanism ID
 - 3) In the *"How can we assist you?"* Question, select *"I have a question"*
 - 4) Fill out all the other pertinent details, and
 - 5) Submit the ticket.

How do I Submit the FY26 HRH Inventory Template?

1. Select the *"Submit HRH Inventory Data or Related Questions"* [DATIM Support Ticket](#)
2. Under *"How Can We Assist You?"* select *"I want to submit HRH Inventory Data."*
3. Name your template with the following naming convention:
"MechID_Country_DateReceivedYYYYMMDD" where you replace "[YYYYMMDD]" with the **template submission date**
4. Under *"Attachments"*, select *"Add File"* and upload the completed FY26 HRH Inventory template.
5. Click *"Submit"*



FY26 HRH Inventory Reporting Due Dates

- FY26 USG-funded [HRH Inventory template](#) is available for download in DATIM starting **October 21, 2026**.
- All IM-specific templates must be [uploaded and submitted](#) by **11:59PM US/ET on December 11, 2026**.



Thank you

Q&A Session:

*Please either raise your hand or type your question in the
Q&A box.*

We will respond to questions live.

