

2024-2028 FALLS PREVENTION GRANTEE REPORTING CALENDAR

(Grant Period: June 1, 2024 – May 31, 2028)

Year	Financial Reports ¹	Semi-Annual ² and Final Program Reports ³
2024	Annual SF-425	
		Semi-Annual Report- December 30, 2024 (For the Period June 1, 2024 – November 30, 2024)
2025		
	Annual SF-425- June 30, 2025 (For the Period June 1, 2024 – May 31, 2025)	Semi-Annual Report- June 30, 2025 (For the Period December 1, 2024 – May 31, 2025)
		Semi-Annual Report- December 30, 2025 (For the Period June 1, 2025 – November 30, 2025)
2026		
	Annual SF-425- June 30, 2026 (For the Period June 1, 2025 – May 31, 2026)	Semi-Annual Report- June 30, 2026 (For the Period December 1, 2025 – May 31, 2026)
		Semi-Annual Report- December 30, 2026 (For the Period June 1, 2026 – November 30, 2026)
2027		
	Annual SF-425- June 30, 2027 (For the Period June 1, 2026 – May 31, 2027)	Semi-Annual Report- June 30, 2027 (For the Period December 1, 2026 – May 31, 2027)
		Semi-Annual Report- December 30, 2027 (For the Period June 1, 2027 – November 30, 2027)
2028		
	Annual SF-425- June 30, 2028 (For the Period June 1, 2027 – May 31, 2028)	

	FINAL REPORT - September 30, 2028 (Cumulative for the Period June 1, 2024 – May 31, 2028)	FINAL REPORT- September 30, 2028 (Cumulative for the Period June 1, 2024 – May 31, 2028)
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Other Instructions:

- *In addition to the financial and program reporting noted here, grantees must also enter data on programs and participants into the online [Healthy Aging Program Integrated Database \(HAPID®\)](#) within 30 days of program completion.*
- *Review and refer to the [Falls Prevention Frequently Asked Questions](#) document for more information.*
- *Thoroughly review ACL’s webpage on “Managing a Grant”- <https://acl.gov/grants/managing-grant>.*

¹ Financial reporting should be done through the Payment Management System (PMS). For financial reporting instructions, see: <https://pms.psc.gov/>, <https://acl.gov/grants/managing-grant>, and your official grant Notice of Award.

² Semi-Annual Reports should be: 1) uploaded as a “Grant Note” in GrantSolutions (<https://www.grantsolutions.gov>); and 2) emailed to Binod Suwal at binod.suwal@ncoa.org and ACL Project Officer. For the semi-annual reporting instructions and template, see: [ACL Grant Reporting](#). [ACL Grant Reporting Requirements for Falls Prevention](#)

³ Final Reports should be: 1) uploaded as a “Grant Note” in GrantSolutions (<https://www.grantsolutions.gov>); and 2) emailed to Binod Suwal at binod.suwal@ncoa.org and ACL Project Officer. For the final reporting instructions and template, see: [ACL Grant Reporting](#). [ACL Grant Reporting Requirements for Falls Prevention](#). Note that a [Property Disposition Statement](#) is required as part of the Final Report.