Pulse Check: Partner Portal Guide

How to access, complete and submit the online form

Interactive Manual for Principal Recipients
INTRODUCTION
How to use this manual

This interactive manual provides guidance to Principal Recipients (PRs) on the process and system steps to access, complete, validate and submit the Pulse Check (PC) through the Partner Portal.

For programmatic and financial content guidance, please refer to Pulse Check: Programmatic and Financial Content Guidance.

All Implementation Oversight resources can be found on the dedicated on the Global Fund website.

Structure
The manual is structured into the following sections:

Access
For instructions on how to access the Pulse Check in the Partner Portal.

This manual has been structured according to grant type:
Grant Cycle 7 (GC7) regular* grant
Grant Cycle 6 (GC6) regular grant
GC6 regular & COVID-19 Response Mechanism (C19RM) grant
GC6 C19RM only grant

You can navigate to the desired grant type using the orange tabs to the right. Within each grant type are sub-sections that guide how to complete – validate (check data quality) – submit the Pulse Check.

Grant type

Resources
For guidance on reporting information, demo videos, information sessions, and where to find help in case of technical issues.

* Regular grant refers to an HIV, TB, malaria or RSSH grant, or a grant with a combination of these components.
Legend

**More information icons**

- Click on this icon for more information or to see an example
- Click on this icon to go to a list of acronyms

**Navigation buttons**

- Go back or advance to the next page
- Go to the home page
### Introduction
- How to use this manual
- Overview
- Process

### Grant Cycle 7 regular grant
- Complete
- Validate (Check data quality)
- Submit

### Grant Cycle 6 regular grant
- Complete
- Validate (Check data quality)
- Submit

### Grant Cycle 6 regular & C19RM grant
- Complete
- Validate (Check data quality)
- Submit

### Grant Cycle 6 C19RM only grant
- Complete
- Validate (Check data quality)
- Submit

### Resources
- Additional resources

### Access
- Before you start
- How to log-in to the Partner Portal
- How to access Pulse Check in the Partner Portal

### Technical Support
- Contacts for technical issues
### Overview

#### Pulse Check Content

Reporting through the Pulse Check encourages early identification of issues and supports decision-making and prioritization to meet grant targets. Reporting content is based on the specific grant cycle (e.g., Grant Cycle 6 versus Grant Cycle 7) and the grant type (Regular, C19RM, or both), as illustrated in the visual below.

<table>
<thead>
<tr>
<th>Grant Cycle</th>
<th>Grant Type</th>
<th>Tabs included in the Pulse Check</th>
</tr>
</thead>
<tbody>
<tr>
<td>GC7</td>
<td>Regular</td>
<td>Coverage Elementary Indicators, Coverage Indicators, Cash Reconciliation, Open Advances</td>
</tr>
<tr>
<td>GC6</td>
<td>Regular</td>
<td>Coverage Indicators, Cash Reconciliation, Open Advances</td>
</tr>
<tr>
<td>GC6</td>
<td>Regular &amp; C19RM</td>
<td>Coverage Indicators, Cash Reconciliation, Open Advances, Work Plan Tracking Measures (WPTM)</td>
</tr>
<tr>
<td>GC6</td>
<td>C19RM only</td>
<td>Cash Reconciliation, Open Advances, Work Plan Tracking Measures (WPTM)</td>
</tr>
</tbody>
</table>
Process

1. Global Fund verifies and shares the PC form with PR

2. PR receives notification and accesses online PC form in portal

3. PR completes and submits complete online PC form.

4. Global Fund reviews information

Due 35 days after reporting period end*

* Portfolios categorized as Challenging Operating Environments can request for flexibilities per the COE policy.
ACCESS

HOW TO ACCESS THE PULSE CHECK IN THE PARTNER PORTAL
Before you start

Make sure you have the following at hand before you complete and submit your Pulse Check:

- **The Pulse Check email notification from the Global Fund.** This contains a link to the grant-specific Pulse Check you need to complete.

- **Your user ID** (e.g. ***@ext.theglobalfund.org) and **password** to the Global Fund Partner Portal. Note that there are two types of users:
  - **Editors:** PR staff that can complete the Pulse Check, but cannot submit it.
  - **Submitters:** PR staff that can complete **and** submit the Pulse Check to the Global Fund.

**Forgotten your password?** Please go to [https://passwordreset.microsoftonline.com](https://passwordreset.microsoftonline.com).

**Need technical support?** Please email [country.support@theglobalfund.org](mailto:country.support@theglobalfund.org).
How to log in to the Partner Portal

- Open the Pulse Check notification email you received from the Global Fund*. Click the link to the Pulse Check. The address begins with https://reporting.theglobalfund.org/pulse-checks.

* Note: Instead of clicking the link from the email, you can also access the Pulse Check by going to the Partner Portal at https://portal.theglobalfund.org.
How to log in to the Partner Portal

- Sign into the Global Fund Partner Portal by entering your user ID (e.g. ***@ext.theglobalfund.org).
- Then, click Next.
- Enter your password and click Sign in.
- Click Yes to stay signed into the site.
- In the Allow Access screen, click Allow. This opens up the Pulse Check page.
How to access the Pulse Check in the Partner Portal

Welcome to the Global Fund Partner Portal!

The Partner Portal allows you to view and manage the following information depending on your access rights:

- Your organization’s Grant Entity Data
- The LFA Services and Performance Evaluation Tool (for LFAs only)

The Partner Portal is only accessible to Country Coordinating Mechanisms, Principal Recipients and Local Fund Agents.

Important: users will be required to enter a verification code sent via SMS when logging into the Global Fund Partner Portal. Contacts with Partner Portal access rights must ensure their mobile phone number is kept up to date in the Portal. If the mobile number is outdated, please raise an Update Contact change request, as soon as possible.

Click on the Rubik’s cube to access applications.
How to access the Pulse Check in the Partner Portal

Click on the "PR Reporting" application.

Access 13
Click on the "PR Reporting" application.
How to access the Pulse Check in the Partner Portal

Click on the name of the grant you are reporting on.

Note: Click on the back button in your browser to go back and move to a different app in the Partner Portal.
How to access the Pulse Check in the Partner Portal

1. Click “Online form” to access the PC.

2. A new tab opens with the online PC form.
GRANT CYCLE 7

REGULAR GRANT

- Complete
- Validate
- Submit
Grant Cycle 7 regular grant

- **Complete**
- **Validate** (Check data quality)
- **Submit**

Programmatic and Financial categories:
- **Coverage Elementary Indicators**
- **Coverage Indicators**
- **Cash Reconciliation**
- **Open Advances**
- **Programmatic**
- **Financial**
- **Pulse Check**

**Technical Support Resources**
- **Introduction**
- **Access**
- **GC7 regular grant**
- **GC6 regular grant**
- **GC6 regular & C19RM only grant**
- **Resources**
- **Support**

**The Global Fund**
Complete the Pulse Check for Grant Cycle 7 regular grant

- Complete
- Validate (Check data quality)
- Submit

Programmatic Financial

Coverage Elementary Indicators Coverage Indicators Cash Reconciliation Open Advances

Programmatic Financial

Pulse Check
How to: Complete the Pulse Check for Grant Cycle 7

regular grant

1. Click on the “Coverage Elementary Indicator” tab.

Click to expand and the tabs below appear.
How to: Complete the Pulse Check for Grant Cycle 7

regular grant

Shows whether connected to the internet of offline.

2. Click to provide results.
How to: Complete the Pulse Check for Grant Cycle 7
regular grant

Instead of clicking “Close” you can go to the next indicator by clicking the button here.

3. Enter data in the field provided. Click “Close”.

The Coverage Indicators related to this Coverage Elementary Indicator are listed here.
## How to: Complete the Pulse Check for Grant Cycle 7

### regular grant

#### Coverage Elementary Indicator

<table>
<thead>
<tr>
<th>Item</th>
<th>Code</th>
<th>Indicator</th>
<th>Results reporting period</th>
<th>Frequency</th>
<th>Action</th>
<th>Results</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>TCS-1.1 [N]</td>
<td>Number of people on ART at the end of the reporting period</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>TCS-1.1 [D]</td>
<td>Estimated number of people living with HIV</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>TCS-1c [N]</td>
<td>Number of children (under 15) on ART at the end of the reporting period</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>TCS-1c [D]</td>
<td>Estimated number of children (under 15) living with HIV</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>TCS-1b [N]</td>
<td>Number of adults (15 and above) on ART at the end of the reporting period</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>TCS-1b [D]</td>
<td>Estimated number of adults (15 and above) living with HIV</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>TCS-2 [N]</td>
<td>Number of people living with HIV on ART with at least one routine viral load test result during the reporting period</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>TCS-2 [D]</td>
<td>Number of people living with HIV on ART for at least six months</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>TCS-9 [N]</td>
<td>Number of people living with HIV and currently on ART who received 3 or more months of ARV medicines at their most recent ARV medicines pick-up</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>TCS-10 [N]</td>
<td>Number of pregnant women living with HIV who delivered during the reporting period and received antiretroviral medicines to reduce the risk of vertical transmission of HIV</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>TCS-10 [D]</td>
<td>Estimated number of HIV-positive women who delivered during the reporting period</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>VT-1 [N]</td>
<td>Number of pregnant women attending antenatal clinics and/or giving birth at a facility who were tested for HIV during pregnancy, at labour and/or delivery, if those who also knew they were HIV-positive at the first antenatal care visit</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Instructions

1. **Access**

   - **GC7 regular grant**
   - **GC6 regular grant**
   - **GC6 regular & C19RM only grant**

2. **Introduction**

3. **GC6 regular grant**

4. A message appears if the data has saved correctly.

5. If the results are not displaying, you can click the “Refresh form” button.
# How to: Complete the Pulse Check for Grant Cycle 7

**regular grant**

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**Coverage Elementary Indicator**

<table>
<thead>
<tr>
<th>Item</th>
<th>Code</th>
<th>Description</th>
<th>Reporting Period</th>
<th>Frequency</th>
<th>Action</th>
<th>Results</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>TCS-1.1 (N)</td>
<td>Number of people on ART at the end of the reporting period</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>100</td>
</tr>
<tr>
<td>2</td>
<td>TCS-1.1 (C)</td>
<td>Estimated number of people living with HIV</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>TCS-1c (N)</td>
<td>Number of children (under 15) on ART at the end of the reporting period</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>TCS-1c (D)</td>
<td>Estimated number of children (under 15) living with HIV</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>TCS-1b (N)</td>
<td>Number of adults (15 and above) on ART at the end of the reporting period</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>TCS-1b (D)</td>
<td>Estimated number of adults (15 and above) living with HIV</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>TCS-8 (N)</td>
<td>Number of people living with HIV on ART with at least one routine viral load test result during the reporting period</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>TCS-8 (D)</td>
<td>Number of people living with HIV on ART for at least six months</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>TCS-9 (N)</td>
<td>Number of people living with HIV and currently on ART who received 3 or &gt; 6 months of ART during their recent ART treatment at their most recent ART medicine pick-up</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>TCS-10 (N)</td>
<td>Number of pregnant women living with HIV who delivered during the reporting period and received antiretroviral medicines to reduce the risk of vertical transmission of HIV</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>TCS-10 (C)</td>
<td>Estimated number of HIV-positive women who delivered during the reporting period</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>VT-1 (N)</td>
<td>Number of pregnant women attending antenatal clinics and/or giving birth at a facility who were tested for HIV during pregnancy, labour and/or delivery, or those who already knew they were HIV-positive at the first antenatal care visit</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>VT-1 (D)</td>
<td>Estimated number of pregnant women giving birth in the past 12 months</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td></td>
</tr>
</tbody>
</table>

---

6. To edit the results displayed, click on the “Provide results” link again and re-enter the data.

7. Results appear here.
How to: Complete the Pulse Check for Grant Cycle 7 regular grant

8. Repeat the same steps to enter results for all Items listed.
How to: Complete the Pulse Check for Grant Cycle 7 regular grant

1. Click on the “Coverage Indicator” tab.

Click to expand and the tabs below appear.
How to: Complete the Pulse Check for Grant Cycle 7
regular grant

Results from the Coverage Elementary Indicators tab automatically populate the associated Numerators and Denominators of the Coverage Indicators.
How to: Complete the Pulse Check for Grant Cycle 7 regular grant

To edit the pre-populated values, navigate back to the Coverage Elementary Indicators tab and follow the steps to edit the results.

2. To provide comments for the pre-populated results click on the “Provide results” link.
How to: Complete the Pulse Check for Grant Cycle 7 regular grant

3. Provide comments here and then click “Close”.

The Coverage Elementary Indicators related to this Coverage Indicator are listed here.

Instead of clicking “Close” you can go to the next indicator by clicking the button here.
How to: Complete the Pulse Check for Grant Cycle 7
regular grant

For specific indicators, e.g. KP-6a, the numerator and/or denominator are not completed by entering data in the Coverage Elementary Indicators tab.

4. Click on the “Provide results” link to enter the data.
5. Enter the required data, add comments if relevant, and then click "Close".
How to: Complete the Pulse Check for Grant Cycle 7 regular grant

1. Click on the “Cash Reconciliation” tab.

### A. Principal Recipient cash reconciliation statement in IP currency

- **PP Cash Balance: beginning of the current financial reporting period**
  - Regular Funds
  - Total

- **2. IP Income**
  - **Item**
  - **Description**
  - **Regular Funds**
  - **Total**

- **2.1 Disbursements made directly by the GF to the PR**
  - -
  - -

- **2.2 Disbursements made by the GF through PPM / wambo**
  - -
  - -

- **2.3 Other direct disbursements made by the GF**
  - -
  - -

- **2.4 Total disbursements made by the GF**
  - -
  - -

- **2.5 Interest received on PR bank accounts**
  - -
  - -

- **2.6 PR's revenue from income-generating activities and other income (e.g. income from disposal of assets, etc.) if applicable**
  - -
  - -
# How to: Complete the Pulse Check for Grant Cycle 7 regular grant

## Cash Reconciliation

**Financial Reporting Period:**

**Implementation Period currency:**

**C19RM only grant**

## 2. Enter data and comments in the assigned fields.

### 1.1. PR Cash Balance: beginning of the current financial reporting period

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Regular Funds</th>
<th>Total</th>
<th>1. Comment on cash flows 2. Outline the data source(s) 3. Provide any other contextual information</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1</td>
<td>PR Cash Balance: beginning of the current financial reporting period</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 2. IP Income

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Regular Funds</th>
<th>Total</th>
<th>1. Comment on cash flows 2. Outline the data source(s) 3. Provide any other contextual information</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>Disbursements made directly by the GF to the PR</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.2</td>
<td>Disbursements made by the GF through PPM / wambo</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.3</td>
<td>Other direct disbursements made by the GF</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2A</td>
<td>Total disbursements made by the GF</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.4</td>
<td>Interest received on PR bank accounts</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.5</td>
<td>PR’s revenue from income-generating activities and other income (e.g. income from disposal of assets, etc.) if applicable</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
# How to: Complete the Pulse Check for Grant Cycle 7 regular grant

1. Click on the “Open Advances” tab.

<table>
<thead>
<tr>
<th>Validation Description</th>
<th>Regular Funds</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>14.2 PR procurement advances (PPA/Wambo only)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14.3 PR other advances (GDG, prepayments, etc.)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
How to: Complete the Pulse Check for Grant Cycle 7 regular grant

2. Enter data in the assigned fields.

<table>
<thead>
<tr>
<th>Item</th>
<th>Open advances at the end of the current financial reporting period</th>
<th>Regular Funds</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>14.1</td>
<td>SR advances</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14.2</td>
<td>PR procurement advances (PPM/Wambo only)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14.3</td>
<td>PR other advances (GDK, prepayments, etc.)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Validate the Pulse Check for Grant Cycle 7 regular grant (check data quality)
Data quality checks: Errors and warnings

• Data quality checks are a set of automated checks that the system performs to identify irregularities. The data quality checks help to:
  • Improve data quality by identifying potentially incorrect data
  • Prevent data entry errors
  • Improve data integrity and consistency
  • Speed up the review and validation process of the submitted data by Global Fund

• Data quality is checked to ensure data type, format, range, uniqueness and consistency across entries is correct/aligned.

There are two categories of data quality checks in Partner Portal:

⚠️ Error
• Alerts when the data captured contains an error.
• The PR cannot submit the PC until the error is corrected.
• Enables the PR to review and correct the data before submitting the PC form.

⚠️ Warning
• Alert that allows PR to check if the data captured is correct or contains a potential error.
• PR can correct the data or provide a justification comment if the same data is retained.
• Allows PR to proceed and submit the PC.
Programmatic errors

Pulse Checks: Programmatic error alerts and actions needed (for coverage indicators)

Errors require the correction of inputted values for users to proceed.
- These rules check that the related indicators have the same values.
- The system does not save data or allow form to be submitted if we values are not the same.

<table>
<thead>
<tr>
<th>Programmatic Error Messages</th>
<th>Action Required</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>CM-8 Denominator should be equal to CM-7 denominator</td>
<td>Update the value(s) accordingly</td>
<td>Error</td>
</tr>
<tr>
<td>DRTB-3 denominator should be equal to DRTB-2 numerator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HTS-5 Numerator cannot be more than TCS-1.1 numerator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TBDT-4 Denominator should be equal to TBDT-1 numerator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TCS-9 Denominator should be equal to TCS-1.1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VT-2 Denominator cannot be greater than denominator for VT-1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TB/HIV-5 denominator should be equal to TBDT-1 numerator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VT-2 Denominator should be equal to TCS-10 denominator</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Example

$$\frac{60}{100}$$ Numerator [N] Denominator [D]
Programmatic warnings

Pulse Checks: Programmatic warnings and actions needed (for coverage indicators)

⚠️ Warnings require correction or a justification comment for users to proceed.

For missing results:
• User checks if there is no result available for this period or if it's an omission.
• If result due BUT not available, provide a justification comment.

If Numerator is greater than the Denominator:
• User revises the result if data is incorrect, or
• If not an error (e.g., in cases of overachievement) provide the justification comment.

For interlinked related indicators*:
• User revises the result if data is incorrect, or
• Provide a justification comment (if applicable).

* Related indicators means where result of one indicator is related to another indicator or either same N and D result is used for multiple coverage indicators.
# Programmatic warnings

**Pulse checks: Programmatic warnings and actions needed (for coverage indicators)**

⚠️ Warnings require **correction** or a **justification comment** to allow users to proceed.

---

### Programmatic Warning Messages

<table>
<thead>
<tr>
<th>Programmatic Warning Messages</th>
<th>Action Required</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Missing results (numerators and/or % results)</td>
<td>Enter a value or provide a justification comment</td>
<td></td>
</tr>
<tr>
<td>If N is greater than D for Percentage indicators</td>
<td>Update the value(s) or provide a justification comment</td>
<td>⚠️ Warning</td>
</tr>
<tr>
<td>If CM-2a Numerator more than CM-1a Numerator*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If CM-2b Numerator more than CM-1b Numerator*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If CM-2c Numerator more than numerator of CM-1c*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If TB/HIV-7.1 Denominator is not equal to TCS-1.1 Numerator**</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

* The number of **confirmed malaria cases** treated cannot be greater than the number of suspected cases tested.

** The number of PLHIV on ART captured as denominator for TB/HIV-7.1 should match the number of PLHIV on ART captured as numerator for TCS-1.1.

---

Example

```
<table>
<thead>
<tr>
<th>Numerator [N]</th>
<th>Denominator [D]</th>
</tr>
</thead>
<tbody>
<tr>
<td>60</td>
<td>100</td>
</tr>
</tbody>
</table>
```
# Cash Reconciliation errors and warnings

The following triggers are embedded in the online report so users can address common mistakes prior submission of the report.

![Critical icon] Errors - block submission unless corrected  
![Warning icon] Warnings - flag for correction / justification comment

<table>
<thead>
<tr>
<th>Cash Reconciliation Error and Warning Messages</th>
<th>Action Required</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>This field cannot be blank</td>
<td>Enter a numerical value or a ‘0’</td>
<td></td>
</tr>
<tr>
<td>A rationale is required for the value entered under Item No. 4.1</td>
<td>Provide a rationale in the ‘Comments’ field under Item No. 4.1</td>
<td></td>
</tr>
<tr>
<td>‘Other reconciliation adjustment’</td>
<td></td>
<td></td>
</tr>
<tr>
<td>There is a variance between the Bank Statement balance and the PR cash balance.</td>
<td>Provide a rationale in the ‘Comments’ field under Item No. 9.3</td>
<td></td>
</tr>
<tr>
<td>There is a variance between the Bank Reconciliation Statement balance and the PR cash balance.</td>
<td>Provide a rationale in the ‘Comments’ field under Item No. 9.4</td>
<td></td>
</tr>
<tr>
<td>A bank statement or equivalent must be attached – If there is no document attached of file type bank statement/equivalent</td>
<td>Attach the document in the ‘Attach’ tab</td>
<td></td>
</tr>
<tr>
<td>A bank reconciliation statement must be attached – If there is no document attached of file type bank reconciliation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The ‘Total PR cash balance’ is negative</td>
<td>Update the value or provide a justification</td>
<td></td>
</tr>
<tr>
<td>If the current reported amount is less than previous validated amounts for item 2 to item 4</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

**THE GLOBAL FUND**
Open Advances error

The following triggers are embedded in the online report to support users to overcome common mistakes prior submission of the report.

⚠️ Errors - block submission unless corrected

<table>
<thead>
<tr>
<th>Open Advances Error Message</th>
<th>Action Required</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>This field cannot be blank</td>
<td>Enter a numerical value or a '0'</td>
<td>Error</td>
</tr>
</tbody>
</table>
1. Click on the “Coverage Elementary Indicator” tab.
How to: Validate the Pulse Check for Grant Cycle 7 regular grant (check data quality)

2. Click “Validate form”.

<table>
<thead>
<tr>
<th>Item</th>
<th>Code</th>
<th>Indicator</th>
<th>Results reporting period</th>
<th>Frequency</th>
<th>Action</th>
<th>Results</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>TCS-1-1 [N]</td>
<td>Number of people on ART at the end of the reporting period</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>100</td>
</tr>
<tr>
<td>2</td>
<td>TCS-1-1 [D]</td>
<td>Estimated number of people living with HIV</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>50</td>
</tr>
<tr>
<td>3</td>
<td>TCS-1c [N]</td>
<td>Number of children (under 15) on ART at the end of the reporting period</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>1,000</td>
</tr>
<tr>
<td>4</td>
<td>TCS-1c [D]</td>
<td>Estimated number of children (under 15) living with HIV</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>1,000</td>
</tr>
<tr>
<td>5</td>
<td>TCS-1b [N]</td>
<td>Number of adults (15 and above) on ART at the end of the reporting period</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>1,000</td>
</tr>
<tr>
<td>6</td>
<td>TCS-1b [D]</td>
<td>Estimated number of adults (15 and above) living with HIV</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>5,000</td>
</tr>
<tr>
<td>7</td>
<td>TCS-8 [N]</td>
<td>Number of people living with HIV on ART with at least one routine viral load test result during the reporting period</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>5,000</td>
</tr>
<tr>
<td>8</td>
<td>TCS-8 [D]</td>
<td>Number of people living with HIV on ART for at least six months</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>500</td>
</tr>
<tr>
<td>9</td>
<td>TCS-9 [N]</td>
<td>Number of people living with HIV and currently on ART who received 3 – 5 or &gt;6 months of ARV medicine at their most recent ARV medicine pick-up</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>200</td>
</tr>
<tr>
<td>10</td>
<td>TCS-10 [N]</td>
<td>Number of pregnant woman living with HIV who delivered during the reporting period and received antiretroviral medicines to reduce the risk of vertical transmission of HIV</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>200</td>
</tr>
<tr>
<td>11</td>
<td>TCS-10 [D]</td>
<td>Estimated number of HIV-positive women who delivered during the reporting period</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>1,000</td>
</tr>
<tr>
<td>12</td>
<td>VT-1 [N]</td>
<td>Number of pregnant women attending antenatal clinics and/or giving birth at a facility who were tested for HIV during pregnancy, at labour and/or delivery, or those who already knew they were HIV-positive at the first antenatal care visit</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>5,000</td>
</tr>
<tr>
<td>13</td>
<td>VT-1 [D]</td>
<td>Estimated number of pregnant women giving birth in the past 12 months</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>500</td>
</tr>
</tbody>
</table>
How to: Validate the Pulse Check for Grant Cycle 7 regular grant (check data quality)

This red box appears if there are warnings that need to be addressed.

---

<table>
<thead>
<tr>
<th>Item</th>
<th>Code</th>
<th>Indicator</th>
<th>Results reporting period</th>
<th>Frequency</th>
<th>Action</th>
<th>Results</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>TCS-1.1 [N]</td>
<td>Number of people on ART at the end of the reporting period</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>100</td>
</tr>
<tr>
<td>2</td>
<td>TCS-1.1 [D]</td>
<td>Estimated number of people living with HIV</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>50</td>
</tr>
<tr>
<td>3</td>
<td>TCS-1c [N]</td>
<td>Number of children (under 15) on ART at the end of the reporting period</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>1,000</td>
</tr>
<tr>
<td>4</td>
<td>TCS-1c [D]</td>
<td>Estimated number of children (under 15) living with HIV</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>1,000</td>
</tr>
<tr>
<td>5</td>
<td>TCS-1b [N]</td>
<td>Number of adults (15 and above) on ART at the end of the reporting period</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>1,000</td>
</tr>
<tr>
<td>6</td>
<td>TCS-1b [D]</td>
<td>Estimated number of adults (15 and above) living with HIV</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>5,000</td>
</tr>
<tr>
<td>7</td>
<td>TCS-8 [N]</td>
<td>Number of people living with HIV on ART with at least one routine viral load test result during the reporting period</td>
<td>01-Jan-24 to 31-Mar-24</td>
<td>Quarterly</td>
<td>Provide results</td>
<td>5,000</td>
</tr>
</tbody>
</table>
How to: Validate the Pulse Check for Grant Cycle 7 regular grant (check data quality)

3. Click the arrow to expand the list of errors/warnings.

The number of errors/warnings are displayed here.

<table>
<thead>
<tr>
<th>Field details</th>
<th>Description of warning or error</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHS-1 [N]</td>
<td>The result should not be blank. Enter a value or provide a justification.</td>
<td>Please add your comments</td>
</tr>
<tr>
<td>TB/MIV-3.1a [D]</td>
<td>The result should not be blank. Enter a value or provide a justification.</td>
<td>Please add your comments</td>
</tr>
<tr>
<td>VT-2 [N]</td>
<td>The result should not be blank. Enter a value or provide a justification.</td>
<td>Please add your comments</td>
</tr>
</tbody>
</table>
4. The details of the warning are described here. To address the warning:

A. Provide a justification comment or;
B. Correct the value in the “Provide results” link for that indicator.

A. Provide a justification comment.
How to: Validate the Pulse Check for Grant Cycle 7 regular grant (check data quality)

4. The details of the warning are described here. To address the warning:

A. Provide a justification comment.

B. Correct the value in the “Provide results” link for that indicator.

B. Correct the value in the “Provide results” link for that indicator.
How to: Validate the Pulse Check for Grant Cycle 7 regular grant (check data quality)

5. Once all warnings have been addressed, click on “Validate form” again.
How to: Validate the Pulse Check for Grant Cycle 7 regular grant (check data quality)

6. If errors/warnings remain, please address them.
How to: Validate the Pulse Check for Grant Cycle 7 regular grant (check data quality)

1. Click on the “Coverage Indicator” tab.
How to: Validate the Pulse Check for Grant Cycle 7 regular grant (check data quality)

2. Click “Validate form”.

<table>
<thead>
<tr>
<th>Item</th>
<th>Module</th>
<th>Indicator Code</th>
<th>Indicator</th>
<th>Cumulation Type</th>
<th>Baseline data source &amp; year</th>
<th>Baseline</th>
<th>Results</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Treatment, care and support</td>
<td>TCS-1.1</td>
<td>TCS-1.1 Percentage of people on ART among all people living with HIV at the end of the reporting period</td>
<td>Non cumulative – other</td>
<td>PSLS monitoring Report 2022</td>
<td>N: 62,411 D: 71,718</td>
<td>N: 100 D: 50</td>
<td>200.00%</td>
</tr>
<tr>
<td>2</td>
<td>Treatment, care and support</td>
<td>TCS-1c</td>
<td>TCS-1c Percentage of children (under 15) on ART among all children living with HIV at the end of the reporting period</td>
<td>Non cumulative – other</td>
<td>PSLS monitoring Report 2022</td>
<td>N: 2,540 D: 7,967</td>
<td>N: 1,000 D: 1,000</td>
<td>100.00%</td>
</tr>
<tr>
<td>3</td>
<td>Treatment, care and support</td>
<td>TCS-1b</td>
<td>TCS-1b Percentage of adults (15 and above) on ART among all adults living with HIV at the end of the reporting period</td>
<td>Non cumulative – other</td>
<td>PSLS monitoring Report 2022</td>
<td>N: 670,267 D: 518,036</td>
<td>N: 1,000 D: 5,000</td>
<td>200.00%</td>
</tr>
<tr>
<td>4</td>
<td>Treatment, care and support</td>
<td>TCS-3</td>
<td>TCS-3 Percentage of people living with HIV and on ART with viral load test result</td>
<td>Non cumulative – other</td>
<td>PSLS monitoring Report 2022</td>
<td>N: 2,314 D: 3,269</td>
<td>N: 500 D: 500</td>
<td>100.00%</td>
</tr>
</tbody>
</table>
How to: Validate the Pulse Check for Grant Cycle 7 regular grant (check data quality)

3. Click the arrow to expand the list of errors/warnings.

The number of errors/warnings are displayed here.
How to: Validate the Pulse Check for Grant Cycle 7 regular grant (check data quality)

In this example there are both errors and warnings.

<table>
<thead>
<tr>
<th>Validation</th>
<th>Field Details</th>
<th>Description of warning or error</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>VT-1</td>
<td>The percentage result should not be blank. Enter a value or provide a justification.</td>
<td>Please add your comments</td>
<td></td>
</tr>
<tr>
<td>TB/HIV-3.1a</td>
<td>The percentage result should not be blank. Enter a value or provide a justification.</td>
<td>Please add your comments</td>
<td></td>
</tr>
<tr>
<td>HTS-5</td>
<td>HTS-5 numerator cannot be more than TCS-1.1 numerator. Update the value(s) accordingly.</td>
<td>Please add your comments</td>
<td></td>
</tr>
<tr>
<td>VT-2</td>
<td>VT-2 denominator cannot be more than VT-1 denominator. Update the value(s) accordingly.</td>
<td>Please add your comments</td>
<td></td>
</tr>
<tr>
<td>TCS-1.1</td>
<td>The numerator result should not be more than the denominator result. Update the value(s) or provide a justification.</td>
<td>Please add your comments</td>
<td></td>
</tr>
<tr>
<td>TB/HIV-3.1a</td>
<td>The numerator result should not be more than the denominator result. Update the value(s) or provide a justification.</td>
<td>Please add your comments</td>
<td></td>
</tr>
<tr>
<td>TB/HIV-8</td>
<td>The numerator result should not be more than the denominator result. Update the value(s) or provide a justification.</td>
<td>Please add your comments</td>
<td></td>
</tr>
<tr>
<td>TB/HIV-7.1</td>
<td>The numerator result should not be more than the denominator result. Update the value(s) or provide a justification.</td>
<td>Please add your comments</td>
<td></td>
</tr>
</tbody>
</table>

Errors need to be corrected, they cannot be justified with a comment. The value(s) need to be updated accordingly.
How to: Validate the Pulse Check for Grant Cycle 7 regular grant (check data quality)

4. Update the value(s) to address the errors.

5. Provide justification comments and/or update the value(s) to address the warnings.

6. Once the errors and warnings have been addressed, click on “Validate form” again.

Complete Submit

Validation (Check data quality)

XXX-Z-PR1P02

4. Update the value(s) to address the errors.

5. Provide justification comments and/or update the value(s) to address the warnings.
How to: Validate the Pulse Check for Grant Cycle 7

regular grant (check data quality)

This example shows that all errors have been addressed. Any warnings which have been addressed with a justification comment still appear. This does NOT block submission.
How to: Validate the Pulse Check for Grant Cycle 7 regular grant (check data quality)

1. Click on the “Cash Reconciliation” tab.

2. Click “Validate form”.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Regular Funds</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1</td>
<td>PR Cash Balance beginning of the current financial reporting period</td>
<td>0</td>
<td>500</td>
</tr>
<tr>
<td>2.1</td>
<td>Disbursements made directly by the GF to the PR</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2.2</td>
<td>Disbursements made by the GF through PPM / wambo</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2.3</td>
<td>Other direct disbursements made by the GF</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2.4</td>
<td>Total disbursements made by the GF</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>
How to: Validate the Pulse Check for Grant Cycle 7 regular grant (check data quality)

3. Address the errors and warnings listed.

4. Once the errors/warnings have been addressed, click on “Validate form” again to see if further action is required.

The number of errors/warnings are displayed here.
5. The errors below show that there are mandatory supporting documents missing that have not been attached.

To attach the mandatory documents, navigate to the Pulse Check report overview.
How to: Validate the Pulse Check for Grant Cycle 7 regular grant (check data quality)

1. Click the “Attach” tab.

2. Click the “Attach” button to select the documents.
How to: Validate the Pulse Check for Grant Cycle 7 regular grant (check data quality)

3. Click “Upload Files”. 
How to: Validate the Pulse Check for Grant Cycle 7 regular grant (check data quality)

4. Select the language and document type.

5. Click “Save & Close”.

Complete
Validate
Submit

Technical Support Resources
Introduction
Access
GC7 regular grant
GC6 regular grant & C1RM only grant
GC6 only grant
Resources Support
6. Once attached the documents appear at the bottom of the screen.
Submit the Pulse Check for Grant Cycle 7
regular grant

Complete

Coverage Elementary Indicators  Coverage Indicators  Cash Reconciliation  Open Advances

Validate ✓
(Check data quality)

Programmatic  Financial

Submit

Pulse Check
1. Click the “Submit” tab.
2. The Submit tab shows an overview of the validation status for each tab.

3. If the tab requires validation or has errors or warnings that need to be addressed and/or reviewed you can go to this section.

4. The mandatory documents to attach before submitting the form are listed here (see previous slides for details on how to attach forms).
5. Once all sections are validated and the mandatory documents are attached, click here to submit the form to the Global Fund.

Note: Warnings do NOT block submission.
6. Click “Submit form to the Global Fund”.
How to: Submit the Pulse Check for Grant Cycle 7 regular grant

Upon successful submission the chevron changes to “Global Fund to validate” and a green bar appears at the top of the screen.
GRANT CYCLE 6
REGULAR GRANT

- Complete
- Validate
- Submit
Grant Cycle 6 regular grant

- Complete
- Validate (Check data quality)
- Submit

**Programmatic Resources**

- Coverage Indicators
- Cash Reconciliation
- Open Advances

**Financial Resources**

- Programmatic
- Financial

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Pulse Check

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THE GLOBAL FUND
Complete the Pulse Check for Grant Cycle 6 regular grant

- Complete
- Validate (Check data quality)
- Submit

Programmatic Financial

Coverage Indicators Cash Reconciliation Open Advances

Programmatic Financial

Pulse Check
How to: Complete the Pulse Check for Grant Cycle 6 regular grant

1. Click on the “Coverage Indicator” tab.

Click to expand and the tabs below appear.

<table>
<thead>
<tr>
<th>Indicator Code</th>
<th>Indicator Description</th>
<th>Cumulation Type</th>
<th>Baseline data source &amp; year</th>
<th>Baseline</th>
<th>Results</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>PNC-1.1</td>
<td>Percentage of HIV-positive women who received ART during pregnancy and/or labour and delivery</td>
<td>Non cumulative - special</td>
<td>HIVS 2019</td>
<td>N:</td>
<td>N:</td>
<td>Provide results</td>
</tr>
</tbody>
</table>

Shows whether connected to the internet of offline.
### How to: Complete the Pulse Check for Grant Cycle 6 regular grant

2. Click on the “Provide results” link to enter comments.

---

**Coverage Indicator**

<table>
<thead>
<tr>
<th>Item</th>
<th>Module/ Intervention</th>
<th>Indicator Code</th>
<th>Indicator</th>
<th>Cumulation Type</th>
<th>Baseline data source &amp; year</th>
<th>Baseline</th>
<th>Results</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PMTCT</td>
<td>PMTCT-2.1</td>
<td>Percentage of HIV-positive women who received ART during pregnancy and/or labour and delivery</td>
<td>Non cumulative - special</td>
<td>HIVS 2019</td>
<td>N:</td>
<td>N:</td>
<td>Provide results</td>
</tr>
<tr>
<td>2</td>
<td>Treatment, care and support</td>
<td>TCS-1.1#</td>
<td>Percentage of people on ART among all people living with HIV at the end of the reporting period</td>
<td>Non cumulative – other</td>
<td>Numerator: HIVS, December 2019 (Extracted in June 2020)</td>
<td>D:</td>
<td>206,629</td>
<td>N:</td>
</tr>
<tr>
<td>3</td>
<td>TB care and prevention</td>
<td>TCP-8</td>
<td>Percentage of new and relapse TB patients tested using WHO recommended rapid tests at the time of diagnosis</td>
<td>Non cumulative</td>
<td>HIVS 2020</td>
<td>D:</td>
<td>4,208</td>
<td>N:</td>
</tr>
</tbody>
</table>
How to: Complete the Pulse Check for Grant Cycle 6 regular grant

3. Enter data here.

4. Provide comment here and then click “Close”.

Instead of clicking “Close” you can go to the next indicator by clicking the button here.
# How to: Complete the Pulse Check for Grant Cycle 6 regular grant

## Cash Reconciliation

### Financial Reporting Period
01-Jan-24 to 31-Mar-24

### Implementation Period currency
EUR

#### Validations

1. Principal Recipient cash reconciliation statement in IP currency
   - **Validation Rule 1.** Comment on cash flows 2. Outline the data source(s) 3. Provide any other contextual information
   - **Validation Rule 2.** Comment on cash flows 2. Outline the data source(s) 3. Provide any other contextual information
   - **Validation Rule 3.** Comment on cash flows 2. Outline the data source(s) 3. Provide any other contextual information

### 1. PR Cash Balance: beginning of the current financial reporting period

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Regular Funds</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1</td>
<td></td>
<td></td>
<td>1,234</td>
</tr>
</tbody>
</table>

### 2. IP Income

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Regular Funds</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>Disbursements made directly by the GF to the PR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.2</td>
<td>Disbursements made by the GF through PPM / wambo</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.3</td>
<td>Other direct disbursements made by the GF</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.4</td>
<td>Total disbursements made by the GF</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.5</td>
<td>PR’s revenue from income-generating activities and other income (e.g. income from disposal of assets, etc., if applicable</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

1. Click on the “Cash Reconciliation” tab.
How to: Complete the Pulse Check for Grant Cycle 6 regular grant

2. Enter data and comments in the assigned fields.

### 1. PR Cash Balance: beginning of the current financial reporting period

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Regular Funds</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1</td>
<td>PR Cash Balance: beginning of the current financial reporting period</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 2. IP Income

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Regular Funds</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>Disbursements made directly by the GF to the PR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.2</td>
<td>Disbursements made by the GF through FFM/ wambo</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.3</td>
<td>Other direct disbursements made by the GF</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.4</td>
<td>Total disbursements made by the GF</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.5</td>
<td>PR’s revenue from income-generating activities and other income (e.g. income from disposal of assets, etc), if applicable</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: Validate (Check data quality)
How to: Complete the Pulse Check for Grant Cycle 6

Regular grant

1. Click on the “Open Advances” tab.

Complete

Validate

Submit

XXX-Z-PR1P02

How to: Complete the Pulse Check for Grant Cycle 6 regular grant

Open Advances

Financial Reporting Period
01-Jan-24 to 31-Mar-24

Implementation Period currency
EUR

Validations

Validate form

No errors or warnings

1. Click on the “Open Advances” tab.

at the end of the current financial reporting period

Regular Funds

Total

142. PR procurement advances (PPM/Wambo only)

143. PR other advances (GDK, prepayments, etc.)
# How to: Complete the Pulse Check for Grant Cycle 6

**Regular grant**

## Open Advances

**Financial Reporting Period:** 01-Jan-24 to 31-Mar-24

**Implementation Period currency:** EUR

### Open Advances at the end of the current financial reporting period

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Regular Funds</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>14.1</td>
<td>SR advances</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14.2</td>
<td>PR procurement advances (PPA/Wambo only)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14.3</td>
<td>PR other advances (GDK, prepayments, etc.)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

2. Enter data in the assigned fields.

---

**XXX-Z-PR1P02**

**Complete**

**Validate**

(Check data quality)

**Submit**

---

**Technical Support Resources**

Access

Introduction

Access

GC7

regular grant

GC6

regular & C19RM grant

GC6

only grant

Resources

Support
Validate the Pulse Check for Grant Cycle 6 regular grant (check data quality)

- Complete
- Validate ✓ (Check data quality)
- Submit

**Coverage Indicators**
**Cash Reconciliation**
**Open Advances**

**Programmatic**
**Financial**

**Programmatic Financial Support Resources**

- Access
- Introduction
- GC7 regular grant
- GC6 regular & C19RM only grant
- GC6 regular grant
- Technical Support

The Global Fund
Data quality checks: Errors and warnings

- Data quality checks are a set of automated checks that the system performs to identify irregularities. The data quality checks help to:
  - Improve data quality by identifying potentially incorrect data
  - Prevent data entry errors
  - Improve data integrity and consistency
  - Speed up the review and validation process of the submitted data by Global Fund

- Data quality is checked to ensure data type, format, range, uniqueness and consistency across entries is correct/aligned.

  There are two categories of data quality checks in Partner Portal:

  - **Error**
    - Alerts when the data captured contains an error.
    - The PR cannot submit the PC until the error is corrected.
    - Enables the PR to review and correct the data before submitting the PC form.

  - **Warning**
    - Alert that allows PR to check if the data captured is correct or contains a potential error.
    - PR can correct the data or provide a justification comment if the same data is retained.
    - Allows PR to proceed and submit the PC.
**Programmatic errors**

**Pulse Checks: Programmatic error alerts and actions needed (for coverage indicators)**

Errors require the **correction** of inputted values for users to proceed.

- These rules check that the related indicators have the **same values**.
- The system does not save data or allow form to be submitted if **we values are not the same**.

<table>
<thead>
<tr>
<th>Programmatic Error Messages</th>
<th>Action Required</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>CM-8 Denominator should be equal to CM-7 denominator</td>
<td><strong>Update the value(s) accordingly</strong></td>
<td><strong>Error</strong></td>
</tr>
<tr>
<td>DRTB-3 denominator should be equal to DRTB-2 numerator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HTS-5 Numerator cannot be more than TCS-1.1 numerator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TBDT-4 Denominator should be equal to TBDT-1 numerator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TCS-9 Denominator should be equal to TCS-1.1 numerator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VT-2 Denominator cannot be greater than denominator for VT-1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TB/HIV-5 denominator should be equal to TBDT-1 numerator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VT-2 Denominator should be equal to TCS-10 denominator</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Example:

<table>
<thead>
<tr>
<th>Numerator [N]</th>
<th>Denominator [D]</th>
</tr>
</thead>
<tbody>
<tr>
<td>60</td>
<td>100</td>
</tr>
</tbody>
</table>
Programmatic warnings

Pulse Checks: Programmatic warnings and actions needed (for coverage indicators)

⚠️ Warnings require correction or a justification comment for users to proceed.

For missing results:
• User checks if there is no result available for this period or if it's an omission.
• If result due BUT not available, provide a justification comment.

If Numerator is greater than the Denominator:
• User revises the result if data is incorrect, or
• If not an error (e.g., in cases of overachievement) provide the justification comment.

For interlinked related indicators*:
• User revises the result if data is incorrect, or
• Provide a justification comment (if applicable).

* Related indicators means where result of one indicator is related to another indicator or either same N and D result is used for multiple coverage indicators.

Example
\[
\frac{60}{100} 
\]

Numerator \([N]\)

Denominator \([D]\)
# Programmatic warnings

**Pulse checks: Programmatic warnings and actions needed (for coverage indicators)**

⚠️ Warnings require **correction** or a **justification comment** to allow users to proceed.

<table>
<thead>
<tr>
<th>Programmatic Warning Messages</th>
<th>Action Required</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Missing results (numerators and/or % results)</td>
<td>Enter a value or provide a justification comment</td>
<td></td>
</tr>
<tr>
<td>If N is greater than D for Percentage indicators</td>
<td>Update the value(s) or provide a justification comment</td>
<td>⚠️ Warning</td>
</tr>
<tr>
<td>If CM-2a Numerator more than CM-1a Numerator*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If CM-2b Numerator more than CM-1b Numerator*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If CM-2c Numerator more than numerator of CM-1c*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If TB/HIV-7.1 Denominator is not equal to TCS-1.1 Numerator**</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Example**

<table>
<thead>
<tr>
<th>Numerator [N]</th>
<th>Denominator [D]</th>
</tr>
</thead>
<tbody>
<tr>
<td>60</td>
<td>100</td>
</tr>
</tbody>
</table>

1. The number of [confirmed malaria cases](#) treated cannot be greater than the number of suspected cases tested.
2. The number of [PLHIV on ART](#) captured as denominator for TB/HIV-7.1 should match the number of PLHIV on ART captured as numerator for TCS-1.1.
# Cash Reconciliation errors and warnings

The following triggers are embedded in the online report so users can address common mistakes prior submission of the report.

- **Errors** - block submission unless corrected
- **Warnings** - flag for correction / justification comment

<table>
<thead>
<tr>
<th>Cash Reconciliation Error and Warning Messages</th>
<th>Action Required</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>This field cannot be blank</td>
<td>Enter a numerical value or a ‘0’</td>
<td></td>
</tr>
<tr>
<td>A rationale is required for the value entered under Item No. 4.1 ‘Other reconciliation adjustment’</td>
<td>Provide a rationale in the ‘Comments’ field under Item No. 4.1</td>
<td>Error</td>
</tr>
<tr>
<td>There is a variance between the Bank Statement balance and the PR cash balance.</td>
<td>Provide a rationale in the ‘Comments’ field under Item No. 9.3</td>
<td></td>
</tr>
<tr>
<td>There is a variance between the Bank Reconciliation Statement balance and the PR cash balance.</td>
<td>Provide a rationale in the ‘Comments’ field under Item No. 9.4</td>
<td>Error</td>
</tr>
<tr>
<td>A bank statement or equivalent must be attached – If there is no document attached of file type bank statement/equivalent</td>
<td>Attach the document in the ‘Attach’ tab</td>
<td></td>
</tr>
<tr>
<td>A bank reconciliation statement must be attached – If there is no document attached of file type bank reconciliation</td>
<td>Update the value or provide a justification</td>
<td>Warning</td>
</tr>
<tr>
<td>The ‘Total PR cash balance’ is negative</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If the current reported amount is less than previous validated amounts for item 2 to item 4</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Open Advances error

The following triggers are embedded in the online report to support users to overcome common mistakes prior submission of the report.

⚠️ **Errors** - block submission unless corrected

<table>
<thead>
<tr>
<th>Open Advances Error Message</th>
<th>Action Required</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>This field cannot be blank</td>
<td>Enter a numerical value or a ‘0’</td>
<td>⚠️ Error</td>
</tr>
</tbody>
</table>
How to: Validate the Pulse Check for Grant Cycle 6 regular grant (check data quality)

1. Click "Coverage Indicator".

2. Click "Validate form".

Coverage Indicator

<table>
<thead>
<tr>
<th>Indicator</th>
<th>Cumulation Type</th>
<th>Baseline data source &amp; year</th>
<th>Baseline</th>
<th>Results</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 PMTCT</td>
<td>Non cumulative - special</td>
<td>HMS 2019</td>
<td>N: 36.97%</td>
<td>D: 2,000</td>
<td>Provide results</td>
</tr>
<tr>
<td>2 Treatment, care and support</td>
<td>Non cumulative – other</td>
<td>Numerator: HMS, December 2019</td>
<td>N: 201,629</td>
<td>D: 3,000</td>
<td>Provide results</td>
</tr>
<tr>
<td>3 TB care and prevention</td>
<td>Non cumulative</td>
<td>HMS 2020</td>
<td>N: 4,290</td>
<td>D: 0</td>
<td>Provide results</td>
</tr>
</tbody>
</table>

XXX-Z-PR1P02

Complete Validate (Check data quality)
How to: Validate the Pulse Check for Grant Cycle 6 regular grant (check data quality)

3. Click the arrow to expand the list of validation errors/warnings.

The number of errors/warnings are displayed here.

The number of errors/warnings are displayed here.

How to: Validate the Pulse Check for Grant Cycle 6 regular grant (check data quality)

3. Click the arrow to expand the list of validation errors/warnings.

The number of errors/warnings are displayed here.

How to: Validate the Pulse Check for Grant Cycle 6 regular grant (check data quality)

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The number of errors/warnings are displayed here.

How to: Validate the Pulse Check for Grant Cycle 6 regular grant (check data quality)

3. Click the arrow to expand the list of validation errors/warnings.

The number of errors/warnings are displayed here.
How to: Validate the Pulse Check for Grant Cycle 6 regular grant (check data quality)

5. Once the errors and warnings have been addressed, click on “Validate form” again.

4. Provide justification comments or update the value(s) to address the warnings.
How to: Validate the Pulse Check for Grant Cycle 6 regular grant (check data quality)

Any warnings which have been addressed with a justification comment still appear. This does NOT block submission.
How to: Validate the Pulse Check for Grant Cycle 6 regular grant (check data quality)

1. Click on the “Cash Reconciliation” tab.

2. Click “Validate form”.

Technical Support Resources

Introduction
Access
GC7 regular grant
GC6 regular & C1RM only grant
Tech Support

XXX-Z-PR1P02
How to: Validate the Pulse Check for Grant Cycle 6 regular grant (check data quality)

3. Address the errors and warnings listed.

4. Once the errors/warnings have been addressed, click on “Validate form” again to see if further action is required.

The number of errors/warnings are displayed here.
5. The errors below show that there are mandatory supporting documents missing that have not been attached.

To attach the mandatory documents, navigate to the Pulse Check report overview.

A. Principal Recipient cash reconciliation statement in IP currency

How to: Validate the Pulse Check for Grant Cycle 6 regular grant (check data quality)
How to: Validate the Pulse Check for Grant Cycle 6 regular grant (check data quality)

1. Click the “Attach” tab.

2. Click the “Attach” button to select the documents.
How to: Validate the Pulse Check for Grant Cycle 6 regular grant (check data quality)

3. Click “Upload Files”.

Technical Support Resources
How to: Validate the Pulse Check for Grant Cycle 6 regular grant (check data quality)

4. Select the language and document type.

5. Click “Save & Close”.

---

Technical Support Resources

Introduction

Access

GC7 regular grant

GC6 regular grant

GC6 regular & C19RM only grant

Technical Support

XXX-Z-PR01_RP_31Mar2024_BankReconciliationStatementPR_1.pdf

XXX-Z-PR01_RP_31Mar2024_BankStatementPR_1.pdf
How to: Validate the Pulse Check for Grant Cycle 6 regular grant (check data quality)

6. Once attached the documents appear at the bottom of the screen.
How to: Validate the Pulse Check for Grant Cycle 6 regular grant (check data quality)

1. Click on the “Open Advances” tab.

2. Click “Validate form”.

3. Follow the steps to resolve errors/warnings as shown in previous sections.

4. Once all errors/warnings have been addressed, click “Validate form” again to see if there are any further actions required.
Submit the Pulse Check for Grant Cycle 6 regular grant

Complete

Coverage Indicators
Cash Reconciliation
Open Advances

Validate

Programmatic
Financial

Submit

Pulse Check
How to: Submit the Pulse Check for Grant Cycle 6 regular grant

1. Click the “Submit” tab.
How to: Submit the Pulse Check for Grant Cycle 6
regular grant

2. The Submit tab shows an overview of the validation status for each tab.

3. If the tab requires validation or has errors or warnings that need to be addressed and/or reviewed you can go to this section.

4. The mandatory documents to attach before submitting the form are listed here (see previous slides for details on how to attach forms).
How to: Submit the Pulse Check for Grant Cycle 6
regular grant

5. Once all sections are validated and the mandatory documents are attached, click here to submit the form to the Global Fund.

Note: Warnings do NOT block submission.
How to: Submit the Pulse Check for Grant Cycle 6
regular grant

6. Click “Submit form to the Global Fund”.
How to: Submit the Pulse Check for Grant Cycle 6 regular grant

Upon successful submission the chevron changes to “Global Fund to validate” and a green bar appears at the top of the screen.
GRANT CYCLE 6
REGULAR & COVID-19 RESPONSE MECHANISM GRANT

Complete
Validate
Submit
Grant Cycle 6 regular & C19RM grant

**Complete**

Coverage Indicators → Cash Reconciliation → Open Advances → Work Plan Tracking Measures (WPTM)

**Validate** (Check data quality)

Programmatic → Financial → Programmatic

**Submit**

Pulse Check

---

Technical Support Resources

Programmatic Financial

---

**Introduction**

**Access**

GC7 regular grant

GC6 regular grant

C19RM only grant

---

**Network Support**
Complete the Pulse Check for Grant Cycle 6 regular & C19RM grant
How to: Complete the Pulse Check for Grant Cycle 6 regular & C19RM grant

1. Click on the “Coverage Indicator” tab.

Click to expand and the tabs below appear.

### Coverage Indicator

<table>
<thead>
<tr>
<th>Item</th>
<th>Module/ Intervention</th>
<th>Indicator Code</th>
<th>Indicator</th>
<th>Cumulation Type</th>
<th>Baseline data source &amp; year</th>
<th>Baseline</th>
<th>Results</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PMTCT</td>
<td>PMTCT-2.1</td>
<td>Percentage of HIV-positive women who received ART during pregnancy and/or labour and delivery</td>
<td>Non cumulative - special</td>
<td>HMS 2019</td>
<td>N:</td>
<td>96.0%</td>
<td>Provide results</td>
</tr>
<tr>
<td></td>
<td>Treatment, care and support</td>
<td>TCS-1.1</td>
<td>Percentage of people on ART among all people living with HIV at the end of the reporting period</td>
<td>Non cumulative – other</td>
<td>Numerator: HMS, December 2019 (Extracted in June 2020) / Denominator: Spectrum 2020</td>
<td>N: 201,629</td>
<td>%: 87.33%</td>
<td>Provide results</td>
</tr>
<tr>
<td>2</td>
<td>TB care and prevention</td>
<td>TCP-2</td>
<td>Percentage of new and relapse TB patients tested using recommended rapid tests at the time of diagnosis</td>
<td>Non cumulative</td>
<td>HMS 2019</td>
<td>N: 4,208</td>
<td>%: 77.05%</td>
<td>Provide results</td>
</tr>
</tbody>
</table>
How to: Complete the Pulse Check for Grant Cycle 6 regular & C19RM grant

2. Click on the “Provide results” link to enter comments.

Shows whether connected to the internet or offline.
How to: Complete the Pulse Check for Grant Cycle 6 regular & C19RM grant

3. Enter data here.

4. Enter comment here and then click “Close”.

Instead of clicking “Close” you can go to the next indicator by clicking the button here.
How to: Complete the Pulse Check for Grant Cycle 6 regular & C19RM grant

1. Click on the “WPTM” tab.

Click to expand and the tabs below appear.

- **Cash Reconciliation**
- **Open Advances (simplified)**
How to: Complete the Pulse Check for Grant Cycle 6 regular & C19RM grant

2. Click the drop-down menu to select the progress status.

3. Type comments directly in this field.
**How to: Complete the Pulse Check for Grant Cycle 6 regular & C19RM grant**

### Cash Reconciliation

- **Financial Reporting Period:** 01-Jan-24 to 31-Mar-24
- **Implementation Period currency:** EUR

#### Financials

<table>
<thead>
<tr>
<th>Validation</th>
<th>Regular Funds</th>
<th>C19RM Funds</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1</td>
<td>500</td>
<td>12,500</td>
<td>13,000</td>
</tr>
</tbody>
</table>

#### IP Income

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Regular Funds</th>
<th>C19RM Funds</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>Disbursements made directly by the GF to the RR</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2.2</td>
<td>Disbursements made by the GF through PPM / wambo</td>
<td>414,122</td>
<td>592,404</td>
<td>1,006,526</td>
</tr>
<tr>
<td>2.3</td>
<td>Other direct disbursements made by the GF</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2A</td>
<td>Total disbursements made by the GF</td>
<td>414,122</td>
<td>592,404</td>
<td>1,006,526</td>
</tr>
</tbody>
</table>

1. Click on the “Cash Reconciliation” tab.
How to: Complete the Pulse Check for Grant Cycle 6 regular & C19RM grant

2. Enter data for Regular Funds in the first column.

3. Enter data for C19RM funds in this column.

4. Enter comments in the final column.

Funding is broken down into columns by source.
# How to: Complete the Pulse Check for Grant Cycle 6 regular & C19RM grant

1. Click on the "Open Advances" tab.

<table>
<thead>
<tr>
<th>Validation</th>
<th>Regular Funds</th>
<th>C19RM Funds</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>14.2 PR procurement advances (PPM/Wambo only)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14.5 PR other advances (CDF, prepayments, etc.)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
How to: Complete the Pulse Check for Grant Cycle 6 regular & C19RM grant

Funding is broken down into columns by source.

2. Enter data for Regular Funds in the first column.

3. Enter data for C19RM funds in this column.
Validate the Pulse Check for Grant Cycle 6 regular & C19RM grant (check data quality)
Data quality checks: Errors and warnings

- Data quality checks are a set of automated checks that the system performs to identify irregularities. The data quality checks help to:
  - Improve data quality by identifying potentially incorrect data
  - Prevent data entry errors
  - Improve data integrity and consistency
  - Speed up the review and validation process of the submitted data by Global Fund

- Data quality is checked to ensure data type, format, range, uniqueness and consistency across entries is correct/aligned.

There are two categories of data quality checks in Partner Portal:

⚠️ **Error**
- Alerts when the data captured contains an error.
- The PR cannot submit the PC until the error is corrected.
- Enables the PR to review and correct the data before submitting the PC form.

⚠️ **Warning**
- Alert that allows PR to check if the data captured is correct or contains a potential error.
- PR can correct the data or provide a justification comment if the same data is retained.
- Allows PR to proceed and submit the PC.

---

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**Programmatic errors**

**Pulse Checks: Programmatic error alerts and actions needed (for coverage indicators)**

Errors require the **correction** of inputted values for users to proceed.
- These rules check that the related indicators have the **same values**.
- The system does not save data or allow form to be submitted if **we** values are not the same.

**Example**

<table>
<thead>
<tr>
<th>Numerator [N]</th>
<th>Denominator [D]</th>
</tr>
</thead>
<tbody>
<tr>
<td>60</td>
<td>100</td>
</tr>
</tbody>
</table>

### Programmatic Error Messages

<table>
<thead>
<tr>
<th>Programmatic Error Messages</th>
<th>Action Required</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>CM-8 Denominator should be equal to CM-7 denominator</td>
<td>Update the value(s) accordingly</td>
<td>Error</td>
</tr>
<tr>
<td>DRTB-3 denominator should be equal to DRTB-2 numerator</td>
<td>Update the value(s) accordingly</td>
<td>Error</td>
</tr>
<tr>
<td>HTS-5 Numerator cannot be more than TCS-1.1 numerator</td>
<td>Update the value(s) accordingly</td>
<td>Error</td>
</tr>
<tr>
<td>TBDT-4 Denominator should be equal to TBDT-1 numerator</td>
<td>Update the value(s) accordingly</td>
<td>Error</td>
</tr>
<tr>
<td>TCS-9 Denominator should be equal to TCS-1.1</td>
<td>Update the value(s) accordingly</td>
<td>Error</td>
</tr>
<tr>
<td>VT-2 Denominator cannot be greater than denominator for VT-1</td>
<td>Update the value(s) accordingly</td>
<td>Error</td>
</tr>
<tr>
<td>TB/HIV-5 denominator should be equal to TBDT-1 numerator</td>
<td>Update the value(s) accordingly</td>
<td>Error</td>
</tr>
<tr>
<td>VT-2 Denominator should be equal to TCS-10 denominator</td>
<td>Update the value(s) accordingly</td>
<td>Error</td>
</tr>
</tbody>
</table>
Programmatic warnings

Pulse Checks: Programmatic warnings and actions needed (for coverage indicators)

⚠️ Warnings require correction or a justification comment for users to proceed.

For missing results:
- User checks if there is no result available for this period or if it’s an omission.
- If result due BUT not available, provide a justification comment.

If Numerator is greater than the Denominator:
- User revises the result if data is incorrect, or
- If not an error (e.g., in cases of overachievement) provide the justification comment.

For interlinked related indicators*:
- User revises the result if data is incorrect, or
- Provide a justification comment (if applicable).

* Related indicators means where result of one indicator is related to another indicator or either same N and D result is used for multiple coverage indicators.
Programmatic warnings

Pulse checks: Programmatic warnings and actions needed (for coverage indicators)

⚠️ Warnings require **correction** or a **justification comment** to allow users to proceed.

---

**Example**

\[
\frac{60}{100} \quad \text{Numerator [N]} \quad \text{Denominator [D]}
\]

---

<table>
<thead>
<tr>
<th>Programmatic Warning Messages</th>
<th>Action Required</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Missing results (numerators and/or % results)</td>
<td>Enter a value or provide a justification comment</td>
<td></td>
</tr>
<tr>
<td>If N is greater than D for Percentage indicators</td>
<td>Update the value(s) or provide a justification comment</td>
<td>⚠️ Warning</td>
</tr>
<tr>
<td>If CM-2a Numerator more than CM-1a Numerator*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If CM-2b Numerator more than CM-1b Numerator*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If CM-2c Numerator more than numerator of CM-1c*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If TB/HIV-7.1 Denominator is not equal to TCS-1.1 Numerator**</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

* The number of confirmed malaria cases treated cannot be greater than the number of suspected cases tested.

** The number of PLHIV on ART captured as denominator for TB/HIV-7.1 should match the number of PLHIV on ART captured as numerator for TCS-1.1.
# Cash Reconciliation errors and warnings

The following triggers are embedded in the online report so users can address common mistakes prior submission of the report.

⚠️ **Errors** - block submission unless corrected  
⚠️ **Warnings** - flag for correction / justification comment

<table>
<thead>
<tr>
<th>Cash Reconciliation Error and Warning Messages</th>
<th>Action Required</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>This field cannot be blank</td>
<td>Enter a numerical value or a ‘0’</td>
<td></td>
</tr>
</tbody>
</table>
| A rationale is required for the value entered under Item No. 4.1  
   ‘Other reconciliation adjustment’ | Provide a rationale in the ‘Comments’ field under Item No. 4.1 | Error |
| There is a variance between the Bank Statement balance and the PR cash balance. | Provide a rationale in the ‘Comments’ field under Item No. 9.3 |    |
| There is a variance between the Bank Reconciliation Statement balance and the PR cash balance. | Provide a rationale in the ‘Comments’ field under Item No. 9.4 |    |
| A bank statement or equivalent must be attached – If there is no document attached of file type bank statement/equivalent | Attach the document in the ‘Attach’ tab |    |
| A bank reconciliation statement must be attached – If there is no document attached of file type bank reconciliation | |    |
| The ‘Total PR cash balance’ is negative | Update the value or provide a justification | Warning |
| If the current reported amount is less than previous validated amounts for item 2 to item 4 | |    |
Open Advances error

The following triggers are embedded in the online report to support users to overcome common mistakes prior submission of the report.

⚠️ Errors - block submission unless corrected

<table>
<thead>
<tr>
<th>Open Advances Error Message</th>
<th>Action Required</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>This field cannot be blank</td>
<td>Enter a numerical value or a '0'</td>
<td>Error</td>
</tr>
</tbody>
</table>
How to: Validate the Pulse Check for Grant Cycle 6 regular & C19RM grant (check data quality)

1. Click on the “Coverage indicator” tab.

2. Click “Validate form”.

Complete Validate
Submit

XXX-Z-PR1P02

---

<table>
<thead>
<tr>
<th>Item</th>
<th>Module</th>
<th>Indicator Code</th>
<th>Indicator</th>
<th>Cumulation Type</th>
<th>Baseline data source &amp; year</th>
<th>Baseline</th>
<th>Results</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Treatment, care and support</td>
<td>TCS-1.1</td>
<td>Percentage of people on ART among all people living with HIV at the end of the reporting period</td>
<td>Non cumulative – other</td>
<td>PSLS monitoring Report 2022</td>
<td>N: 62,411</td>
<td>%: 67.02%</td>
<td>N: 100</td>
</tr>
<tr>
<td>2</td>
<td>Treatment, care and support</td>
<td>TCS-1e</td>
<td>Percentage of children (under 15) on ART among all children living with HIV at the end of the reporting period</td>
<td>Non cumulative – other</td>
<td>PSLS monitoring Report 2022</td>
<td>N: 2,540</td>
<td>%: 31.80%</td>
<td>N: 1,000</td>
</tr>
<tr>
<td></td>
<td>Treatment, care and support</td>
<td>TCS-1b</td>
<td>Percentage of adults (15 and above) on ART among all adults living with HIV at the end of the reporting period</td>
<td>Non cumulative – other</td>
<td>PSLS monitoring Report 2022</td>
<td>N: 670,267</td>
<td>%: 115.36%</td>
<td>N: 1,000</td>
</tr>
<tr>
<td></td>
<td>Treatment, care and support</td>
<td>TCS-8</td>
<td>Percentage of people living with HIV on ART with viral load test result</td>
<td>Non cumulative – other</td>
<td>PSLS monitoring Report 2022</td>
<td>N: 2,314</td>
<td>%: 70.79%</td>
<td>N: 500</td>
</tr>
</tbody>
</table>
How to: Validate the Pulse Check for Grant Cycle 6 regular & C19RM grant (check data quality)

3. Click the arrow to expand the list of errors/warnings.

The number of errors/warnings are displayed here.
How to: Validate the Pulse Check for Grant Cycle 6 regular & C19RM grant (check data quality)

In this example there are both errors and warnings.

Errors need to be corrected, they cannot be justified with a comment. The value(s) need to be updated accordingly.
How to: Validate the Pulse Check for Grant Cycle 6 regular & C19RM grant (check data quality)

4. Update the value(s) to address the errors.

5. Provide justification comments or update the value(s) to address the warnings.

6. Once the errors and warnings have been addressed, click on “Validate form” again.
How to: Validate the Pulse Check for Grant Cycle 6 regular & C19RM grant (check data quality)

This example shows that all errors have been addressed. Any warnings which have been addressed with a justification comment still appear. This does NOT block submission.
How to: Validate the Pulse Check for Grant Cycle 6 regular & C19RM grant (check data quality)

1. Click on the “WPTM” tab.

2. Click “Validate form”.

3. Any warnings are shown here. Note: Currently there are no validation rules for the WPTM page. The page must still be validated to submit the form.
How to: Validate the Pulse Check for Grant Cycle 6 regular & C19RM grant (check data quality)

1. Click on the “Cash Reconciliation” tab.

2. Click “Validate form”.

A. Principal Recipient cash reconciliation statement in IP currency

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Regular Funds</th>
<th>C19RM Funds</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1 PR Cash Balance: beginning of the current financial reporting period</td>
<td>500</td>
<td>12,500</td>
<td>13,000</td>
</tr>
<tr>
<td>2.1 Disbursements made directly by the GF to the PR</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2.2 Disbursements made by the GF through PPM / wambc</td>
<td>414,122</td>
<td>592,404</td>
<td>1,006,526</td>
</tr>
<tr>
<td>2.3 Other direct disbursements made by the GF</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2.4 Total disbursements made by the GF</td>
<td>414,122</td>
<td>592,404</td>
<td>1,006,526</td>
</tr>
<tr>
<td>2.4 Interest received on PR bank accounts</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>
How to: Validate the Pulse Check for Grant Cycle 6 regular & C19RM grant (check data quality)

3. Click to expand and see the list of errors/warnings.

The total amount of errors/warnings is shown here.
How to: Validate the Pulse Check for Grant Cycle 6 regular & C19RM grant (check data quality)

4. Address the errors and warnings listed.

5. Once the errors/warnings have been addressed, click on “Validate form” again to see if further action is required.
How to: Validate the Pulse Check for Grant Cycle 6 regular & C19RM grant (check data quality)

6. The errors below show that there are mandatory supporting documents missing that have not been not attached.

To attach the mandatory documents, navigate to the Pulse Check report overview.
How to: Validate the Pulse Check for Grant Cycle 6 regular & C19RM grant (check data quality)

1. Click the “Attach” tab.

2. Click the “Attach” button to select the documents.
How to: Validate the Pulse Check for Grant Cycle 6 regular & C19RM grant (check data quality)

3. Click “Upload Files”.

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How to: Validate the Pulse Check for Grant Cycle 6 regular & C19RM grant (check data quality)

4. Select the language and document type.

5. Click “Save & Close”.
How to: Validate the Pulse Check for Grant Cycle 6 regular & C19RM grant (check data quality)

6. Once attached the documents appear at the bottom of the screen.
How to: Validate the Pulse Check for Grant Cycle 6 regular & C19RM grant (check data quality)

1. Click the “Cash Advances” tab.

2. Click “Validate form”.

3. Follow the steps to resolve errors/warnings as shown in previous sections.

4. Once all errors/warnings have been addressed, click “Validate form” again to see if there are any further actions required.
Submit the Pulse Check for Grant Cycle 6 regular & C19RM grant

- **Submit**
- **Validate**
- **Complete**

- **Coverage Indicators**
- **Cash Reconciliation**
- **Open Advances**
- **Work Plan Tracking Measures (WPTM)**

- **Programmatic**
- **Financial**
- **Programmatic**

**Pulse Check**
How to: Submit the Pulse Check for Grant Cycle 6 regular & C19RM grant

1. Click the “Submit” tab.
How to: Submit the Pulse Check for Grant Cycle 6 regular & C19RM grant

2. The submit tab shows an overview of the validation status for each tab.

3. If the tab requires validation or has errors or warnings that need to be addressed and/or reviewed you can go to the section here.

4. The mandatory documents to attach before submitting the form are listed here (see previous slides for details on how to attach forms).
How to: Submit the Pulse Check for Grant Cycle 6 regular & C19RM grant

5. Once all sections are validated and the mandatory documents are attached, click here to submit the form to the Global Fund.

Note: Warnings do NOT block submission.
How to: Submit the Pulse Check for Grant Cycle 6 regular & C19RM grant

6. Click “Submit form to the Global Fund”.

Submit Confirmation

⚠️ By clicking 'Submit form to the Global Fund', the Principal Recipient confirms that all the information provided in this form is complete and accurate. Once the form (or sections of the form) are submitted, they cannot be edited unless the CT requests the PR to resubmit.
How to: Submit the Pulse Check for Grant Cycle 6 regular & C19RM grant

Upon successful submission the chevron changes to “Global Fund to validate” and a green bar appears at the top of the screen.
GRANT CYCLE 6
COVID-19 RESPONSE MECHANISM ONLY GRANT

Complete
Validate
Submit
Grant Cycle 6 C19RM only grant

- Complete
- Validate (Check data quality)
- Submit
- Cash Reconciliation
- Open Advances
- Work Plan Tracking Measures (WPTM)
- Financial
- Programmatic
- Pulse Check

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Financial
Complete the Pulse Check for Grant Cycle 6 C19RM only grant

- Complete
- Validate (Check data quality)
- Submit
- Pulse Check

Work Plan Tracking Measures (WPTM)

Cash Reconciliation
Open Advances

Financial
Programmatic

Programmatic
Financial
How to: Complete the Pulse Check for Grant Cycle 6
C19RM only grant

1. Click on the “WPTM” tab.

Click to expand and the tabs below appear.

Technical Support Resources
How to: Complete the Pulse Check for Grant Cycle 6
C19RM only grant

2. Click the drop-down menu to select the progress status.

3. Type comments directly in this field.
**How to: Complete the Pulse Check for Grant Cycle 6 C19RM only grant**

### Cash Reconciliation

**Financial Reporting Period:** 01-Jan-24 to 31-Mar-24  
**Implementation Period currency:** EUR

#### Validation of the current financial reporting period

<table>
<thead>
<tr>
<th>Validation</th>
<th>Regular Funds</th>
<th>C19RM Funds</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1 PR Cash Balance: beginning of the current financial reporting period</td>
<td>500</td>
<td>12,500</td>
<td>13,000</td>
</tr>
</tbody>
</table>

#### 2. IP Income

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Regular Funds</th>
<th>C19RM Funds</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>Disbursements made directly by the GF to the RR</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2.2</td>
<td>Disbursements made by the GF through PPM / wambo</td>
<td>414,122</td>
<td>592,404</td>
<td>1,006,526</td>
</tr>
<tr>
<td>2.3</td>
<td>Other direct disbursements made by the GF</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2A</td>
<td>Total disbursements made by the GF</td>
<td>414,122</td>
<td>592,404</td>
<td>1,006,526</td>
</tr>
</tbody>
</table>

1. Click on the “Cash Reconciliation” tab.
How to: Complete the Pulse Check for Grant Cycle 6
C19RM only grant

Funding is broken down into columns by source.

1. Enter data for Regular Funds in the first column.
2. Enter data for C19RM funds in this column.
3. Enter comments in this column.
4. Enter data for C19RM only grant in this column.

A. Principal Recipient Cash Reconciliation statement in IP currency

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Regular Funds</th>
<th>C19RM Funds</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1</td>
<td>PR Cash Balance: beginning of the current financial reporting period</td>
<td>15,000</td>
<td>20,450</td>
<td>35,450</td>
</tr>
<tr>
<td>2A</td>
<td>Total disbursements made by the GF</td>
<td>414,122</td>
<td>6,582</td>
<td>420,704</td>
</tr>
<tr>
<td>2B</td>
<td>Other income for PR, including all income other than income from disposal of assets, etc. if applicable</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2.7.1</td>
<td>Refunds received at PR level from third parties</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2.7.2</td>
<td>Refunds received from GPs</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2.7.3</td>
<td>Tax refunds received</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

Complete Submit

Validate (Check data quality)

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Technical Support
XXX-Z-PR1P02

How to: Complete the Pulse Check for Grant Cycle 6
C19RM only grant

2. Enter data for Regular Funds in the first column.
3. Enter data for C19RM funds in this column.
4. Enter comments in this column.
How to: Complete the Pulse Check for Grant Cycle 6
C19RM only grant

1. Click on the “Open Advances” tab.
How to: Complete the Pulse Check for Grant Cycle 6
C19RM only grant

2. Enter data for Regular Funds in the first column.

3. Enter data for C19RM funds in this column.

Funding is broken down into columns by source.
Validate the Pulse Check for Grant Cycle 6 C19RM only grant (check data quality)
Data quality checks: Errors and warnings

- Data quality checks are a set of automated checks that the system performs to identify irregularities. The data quality checks help to:
  - Improve data quality by identifying potentially incorrect data
  - Prevent data entry errors
  - Improve data integrity and consistency
  - Speed up the review and validation process of the submitted data by Global Fund

- Data quality is checked to ensure data type, format, range, uniqueness and consistency across entries is correct/aligned.

There are two categories of data quality checks in Partner Portal:

**Error**
- Alerts when the data captured contains an error.
- The PR cannot submit the PC until the error is corrected.
- Enables the PR to review and correct the data before submitting the PC form.

**Warning**
- Alert that allows PR to check if the data captured is correct or contains a potential error.
- PR can correct the data or provide a justification comment if the same data is retained.
- Allows PR to proceed and submit the PC.
# Cash Reconciliation errors and warnings

The following triggers are embedded in the online report so users can address common mistakes prior submission of the report.

---

**Errors** - block submission unless corrected  
**Warnings** - flag for correction / justification comment

<table>
<thead>
<tr>
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</thead>
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<tr>
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<td></td>
</tr>
<tr>
<td>A rationale is required for the value entered under Item No. 4.1 ‘Other reconciliation adjustment’</td>
<td>Provide a rationale in the ‘Comments’ field under Item No. 4.1</td>
<td>Error</td>
</tr>
<tr>
<td>There is a variance between the Bank Statement balance and the PR cash balance.</td>
<td>Provide a rationale in the ‘Comments’ field under Item No. 9.3</td>
<td></td>
</tr>
<tr>
<td>There is a variance between the Bank Reconciliation Statement balance and the PR cash balance.</td>
<td>Provide a rationale in the ‘Comments’ field under Item No. 9.4</td>
<td></td>
</tr>
<tr>
<td>A bank statement or equivalent must be attached – If there is no document attached of file type bank statement/equivalent</td>
<td>Attach the document in the ‘Attach’ tab</td>
<td></td>
</tr>
<tr>
<td>A bank reconciliation statement must be attached – If there is no document attached of file type bank reconciliation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The ‘Total PR cash balance’ is negative</td>
<td>Update the value or provide a justification</td>
<td>Warning</td>
</tr>
<tr>
<td>If the current reported amount is less than previous validated amounts for item 2 to item 4</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

**GC7**  
**regular**  
**grant**

**GC6**  
**regular**  
**& C19RM**  
**grant**

**C19RM**  
**only grant**

---

**Technical Support Resources**  
**Access**

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**Introduction**

---

**Cash Reconciliation Error and Warning Messages**

- **Type**
  - **Errors** - block submission unless corrected
  - **Warnings** - flag for correction / justification comment

---

**Cash Reconciliation Error and Warning Messages**

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<td>A bank reconciliation statement must be attached – If there is no document attached of file type bank reconciliation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The ‘Total PR cash balance’ is negative</td>
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<td>Warning</td>
</tr>
<tr>
<td>If the current reported amount is less than previous validated amounts for item 2 to item 4</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Open Advances error

The following triggers are embedded in the online report to support users to overcome common mistakes prior submission of the report.

⚠️ Errors - block submission unless corrected

<table>
<thead>
<tr>
<th>Open Advances Error Message</th>
<th>Action Required</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>This field cannot be blank</td>
<td>Enter a numerical value or a '0'</td>
<td>⚠️ Error</td>
</tr>
</tbody>
</table>
How to: Validate the Pulse Check for Grant Cycle 6
C19RM only grant (check data quality)

1. Click on the “WPTM” tab.

2. Click “Validate form”.

3. Any applicable warnings are shown here.
Note: Currently there are no validation rules for the WPTM page. The page must still be validated to submit the form.
How to: Validate the Pulse Check for Grant Cycle 6
C19RM only grant (check data quality)

1. Click on the “Cash Reconciliation” tab.

2. Click “Validate form”.

---

### A. Principal Recipient cash reconciliation statement in IP currency

#### 1.1. PR Cash Balance: beginning of the current financial reporting period

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Regular Funds</th>
<th>C19RM Funds</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1</td>
<td>PR Cash Balance: beginning of the current financial reporting period</td>
<td>500</td>
<td>12,500</td>
<td>13,000</td>
</tr>
</tbody>
</table>

- 1. Comment on cash flows 2. Outline the data source(s) 3. Provide any other contextual information

#### 2. IP Income

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Regular Funds</th>
<th>C19RM Funds</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>Disbursements made directly by the GF to the PR</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2.2</td>
<td>Disbursements made by the GF through PPM / wmbc</td>
<td>414,122</td>
<td>592,404</td>
<td>1,006,526</td>
</tr>
<tr>
<td>2.3</td>
<td>Other direct disbursements made by the GF</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2.4</td>
<td>Total disbursements made by the GF</td>
<td>414,122</td>
<td>592,404</td>
<td>1,006,526</td>
</tr>
<tr>
<td>2.4</td>
<td>Interest received on PR bank accounts</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
How to: Validate the Pulse Check for Grant Cycle 6
C19RM only grant (check data quality)

3. Click the arrow to expand the list of errors/warnings.

The number of errors/warnings are displayed here.
How to: Validate the Pulse Check for Grant Cycle 6
C19RM only grant (check data quality)

4. Address the errors and warnings listed.

5. Once the errors/warnings have been addressed, click on “Validate form” again to see if further action is required.
How to: Validate the Pulse Check for Grant Cycle 6 C19RM only grant (check data quality)

6. The errors below show that there are mandatory supporting documents missing that have not been attached.

To attach the mandatory documents, navigate to the Pulse Check report overview.
How to: Validate the Pulse Check for Grant Cycle 6 C19RM only grant (check data quality)

1. Click the “Attach” tab.
2. Click the “Attach” button to select the documents.
How to: Validate the Pulse Check for Grant Cycle 6
C19RM only grant (check data quality)

3. Click “Upload Files”.
How to: Validate the Pulse Check for Grant Cycle 6
C19RM only grant (check data quality)

4. Select the language and document type.

5. Click “Save & Close”.

Complete Validate
Submit

Technical Support Resources
Access
Introduction
GC7 regular grant
GC6 regular grant
GC6 C19RM only grant
Resources
Support
How to: Validate the Pulse Check for Grant Cycle 6
C19RM only grant (check data quality)

6. Once attached the documents appear at the bottom of the screen.
How to: Validate the Pulse Check for Grant Cycle 6

C19RM only grant (check data quality)

1. Click on the “Cash Advances” tab.

2. Click “Validate form”.

3. Follow the steps to resolve errors/warnings as shown in previous sections.

4. Once all errors/warnings have been addressed, click “Validate form” again to see if there are any further actions required.
Submit the Pulse Check for Grant Cycle 6 C19RM only grant

1. Submit
2. Validate (Check data quality)
3. Complete

- Cash Reconciliation
- Open Advances
- Work Plan Tracking Measures (WPTM)
- Financial
- Programmatic

Pulse Check

THE GLOBAL FUND
1. Click the “Submit” tab.
2. The submit tab shows an overview of the validation status for each tab.

3. If the tab requires validation or has errors or warnings that need to be addressed and/or reviewed you can go to the section here.

4. The mandatory documents to attach before submitting the form are listed here (see previous slides for details on how to attach forms).
How to: Submit the Pulse Check for Grant Cycle 6 C19RM

only grant

Note: Warnings do NOT block submission. Only errors block submission.
5. Once all sections are validated and the mandatory documents are attached, click here to submit the form to the Global Fund.
How to: Submit the Pulse Check for Grant Cycle 6 C19RM only grant

6. Click “Submit form to the Global Fund”.

Submit Confirmation

⚠️ By clicking 'Submit form to the Global Fund', the Principal Recipient confirms that all the information provided in this form is complete and accurate. Once the form (or sections of the form) are submitted, they cannot be edited unless the CT requests the PR to resubmit.
Upon successful submission the chevron changes to “Global Fund to validate” and a green bar appears at the top of the screen.
Additional Resources

General Guidance
• Pulse Check: Programmatic and Financial Content Guidance English | French
• Operational Policy Note and Operational Procedures on Implementation Oversight

Guidance on the Programmatic Section Content
• GC7 Modular Framework Handbook English | French | Spanish
• HIV Indicator Guidance Sheets English | French | Spanish
• Tuberculosis Indicator Guidance Sheets English | French | Spanish
• Malaria Indicator Guidance Sheets English | French | Spanish
• C19RM Modular Framework (English only)
• C19RM Indicator Guidance Sheets (automatic download) English | French | Spanish

Guidance on the Financial Section
• Guidelines for Grant Budgeting
Abbreviations

C19RM  COVID-19 Response Mechanism
CT    Country Team
LFA   Local Fund Agent
GC6 / GC7  Grant Cycle 6 / Grant Cycle 7
HIV   Human Immunodeficiency Virus
PC    Pulse Check
PPM   Pooled Procurement Mechanism
PR    Principal Recipient
Regular grant  An HIV, TB, malaria or RSSH grant, or a grant with a combination of these components
SR    Sub-recipient
TB    Tuberculosis
wambo.org  The Global Fund's online procurement platform
WPTM  Work Plan Tracking Measures
TECHNICAL SUPPORT
Technical Support

If you have any questions or encounter technical issues, please contact the Global Fund:

1. Click the “Help” tab.
2. Click the “Request support” button. This opens an email to Country Support (country.support@theglobalfund.org)