



DATE:

OSHS Technical Memorandum No. S-26-

MEMORANDUM FOR: STATE AGENCIES PARTICIPATING IN THE SOII
STATE AGENCIES PARTICIPATING IN THE CFOI
BLS REGIONAL COMMISSIONERS

FROM: URSULA Y. OLIVER
Associate Commissioner
Office of Field Operations

SUBJECT: FY 2027 Occupational Safety and Health Statistics (OSHS) Program
Cooperative Agreement Application Package

Purpose

The purpose of this memorandum is to transmit the fiscal year (FY) 2027 Occupational Safety and Health Statistics (OSHS) Cooperative Agreement (CA) application package and to provide information about the application process.

Applicability

For the sake of simplicity, all state agencies will receive this package; therefore, we have included the work statements for the Survey of Occupational Injuries and Illnesses (SOII) and for the Census of Fatal Occupational Injuries (CFOI). We realize, however, that not all state agencies participate in both the SOII and CFOI. Your regional office will be contacting you with follow-up information.

Office of Management and Budget (OMB) Paperwork Reduction Act Approval

The Bureau of Labor Statistics (BLS) received OMB approval of a generic OSHS CA application package through June 30, 2027. Under this approval, changes in the work statements will be reviewed every year by the OMB and published in the Federal Register for 30 days if any of the changes are deemed substantive to the information collection burden. The OMB approval number for this decision is 1220-0149.

Summary of Changes

Along with some routine updates of reference dates, editorial updates, and clarifying changes, we have made other, minor changes to the CA, though none substantively affecting the information collection burden. These changes are described below, organized by Part and Section of the CA.

PART I., ADMINSTRATIVE REQUIREMENTS

Section R., Confidentiality

R.2. Description of Confidential Information

R.2.h. The sentence "Information protected under the Privacy Act (5 U.S.C § 552a) is included." was added as part of the definition for Personally Identifiable Information.

R.4. State's Confidentiality Responsibility

S.4.d.ii. Language was updated to reference the current version of Federal Information Processing Standard (FIPS) and remove the version number since FIPS 140-2 is scheduled for sunset later this year.

S.4.d.iii. Language was updated to add the phrase "the current version of" and remove the version number "-2".

S.4.d.iv. Language was updated to add the phrase "the current version of" and remove the version number "-2".

Section S., Data and Communications Safeguards

S.8. Security Incidents

Language was updated to provide a detailed explanation of a security incident and remove the language on the steps to take when a security incident is suspected since they are now included in Section 10.

S.9. Disasters and Contingency

Language was updated to provide a detailed explanation of disasters and remove the language on the steps to take when reporting a disaster since they are now included in Section 10.

S.10. Reporting Security Incidents and Disasters

Language was updated to provide detailed procedures on reporting security incidents and disasters that impact either the BLS or the state.

S.18. Artificial Intelligence

Language was updated to provide guidance when given authorization to use artificial intelligence.

BLS-OSHS Quarterly Financial Report (BLS-OSHS2)

Section A- Financial Activity Summary

Column b title "Catalog of Federal Domestic Assistance Number" was updated to reflect the new title "Assistance Listing Number".

PART II., APPLICATION INSTRUCTIONS

Section C., Instructions for Completing Forms

C.1 Application for Federal Assistance (SF-424)

C.1.b.11. Language was updated to add the phrase "Assistance Listing Number/Title" and remove the "Catalog of Federal Domestic Assistance Number" since it no longer exists.

C.8 Budget Information Form (BIF)

C.8.b.E. Language was updated to provide the option of adding any additional funding above the required federal matching amount to the remarks section.

PART III., APPLICATION MATERIALS

Application for Federal Assistance SF-424

Updates were made to the form and instructions to match the current OMB-approved form. The expiration date was updated to 3/31/2029.

Disclosure of Lobbying Activities

Updates were made to remove "CFDA" and add "Assistance Listing".

CENSUS OF FATAL OCCUPATIONAL INJURIES (CFOI)

Section C., Research Files

Language was updated to remove "or a controlled access Federal Statistical Research Data Center (FSRDC)" as BLS terminated the agreement with the FSRDC.

Language was updated to remove "or both modes of access" and replace with "While using the VDE".

Key Administrative Provisions

- A. Please refer to the instructions in Part II, Application Instructions, Section B. of the CA for submitting the cooperative agreement applications.
- B. By submitting the CA, grantees are automatically certifying that they are in compliance with the debarment, suspension, and other responsibility matters; drug-free workplace; and lobbying requirements. Additional forms must be submitted only in particular situations, spelled out in the CA.
- C. The BLS State Cooperating Representative must sign the BLS Agent Agreement and submit the form to the BLS regional office as instructed in Part II. Application Instructions, Section C.6. of the CA.
- D. By submitting the CA, grantees are agreeing to the financial reporting requirements it contains. These call for reporting to the Department of Health and Human Services Payment Management System (HHS-PMS) using the Federal Financial Report (FFR) and also submitting the BLS-OSHS2 Quarterly Financial Report to the BLS regional office within the 30-day period following the end of each quarter. In addition, the FFR must be completed online at HHS-PMS. Furthermore, a final FFR must be completed at closeout within 120 days after the period of performance. If the state fails to

complete the report within this time frame, a hold will be placed on their HHS-PMS account until the FFR has been filed, unless an exemption is requested and approved.

Fund Ledger Codes (FLCs)

State agencies are requested to use the following State Employment Security Agency Cost Accounting System like fund ledger codes (FLCs), or their Financial Accounting and Reporting System equivalents, for the programs and activities funded during FY 2027. Where these codes cannot be accommodated in state accounting systems, state agencies will still need to know these FLCs for drawing down funds, since they are used as subaccount numbers within the HHS-PMS. Where states must use different FLCs than those that follow, they must inform regional staff of the numbers used to identify the BLS OSHS programs.

PROGRAM	FLC	AAMC	FLC
SOII	90700	SOII	90703
CFOI	90701	CFOI	90704
CFOI-NYC	90702		

Forms Reminder

Grantees are requested to use only the most up-to-date forms when submitting their CA application, any subsequent CA amendments, and their CA closeout. The most up-to-date forms are included in this CA application. The CA application can be found on GrantSolutions. The CA amendments and closeout forms can be found on StateWeb.

Clearance Required

Any variances to the 2027 CA work statements must be approved by the BLS before the package is submitted in GrantSolutions.

Action Required

- A. Grantees are requested to observe the time frame for the submission of their CA applications as specified below.
- B. Grantees are reminded that new obligations cannot be charged to the 2027 CA after September 30, 2027, and that closeouts of the 2026 CA are due to the regional offices 120 days after the end of the fiscal year.
- C. Grantees are requested to budget only **whole dollar** amounts for their Federal and state Cooperative Agreement budget.

SCHEDULE

Action	Date
Review and discussion with states on the 2027 CA	June-July 2026
2026 OSHS CA amendments to deobligate funding to be reused by the program submitted by states in GrantSolutions	July 13, 2026

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Action	Date
2027 OSHS CA applications submitted in GrantSolutions to begin regional office (RO) review	July 20, 2026
2026 OSHS CA amendments to add funding to the CAs submitted by states in GrantSolutions	July 31, 2026
ROs completes review of FY 2027 OSHS CA applications in GrantSolutions	August 7, 2026
Final 2026 OSHS CA amendments to deobligate funding to be returned to the NO submitted by states in GrantSolutions	September 11, 2026
2027 OSHS CAs effective	October 1, 2026

Inquiries

Please direct all inquiries to the BLS regional office.

Effective Date

Immediately.

Attachments

Attachment 1: 2027 Occupational Safety and Health Statistics Program Cooperative Agreement