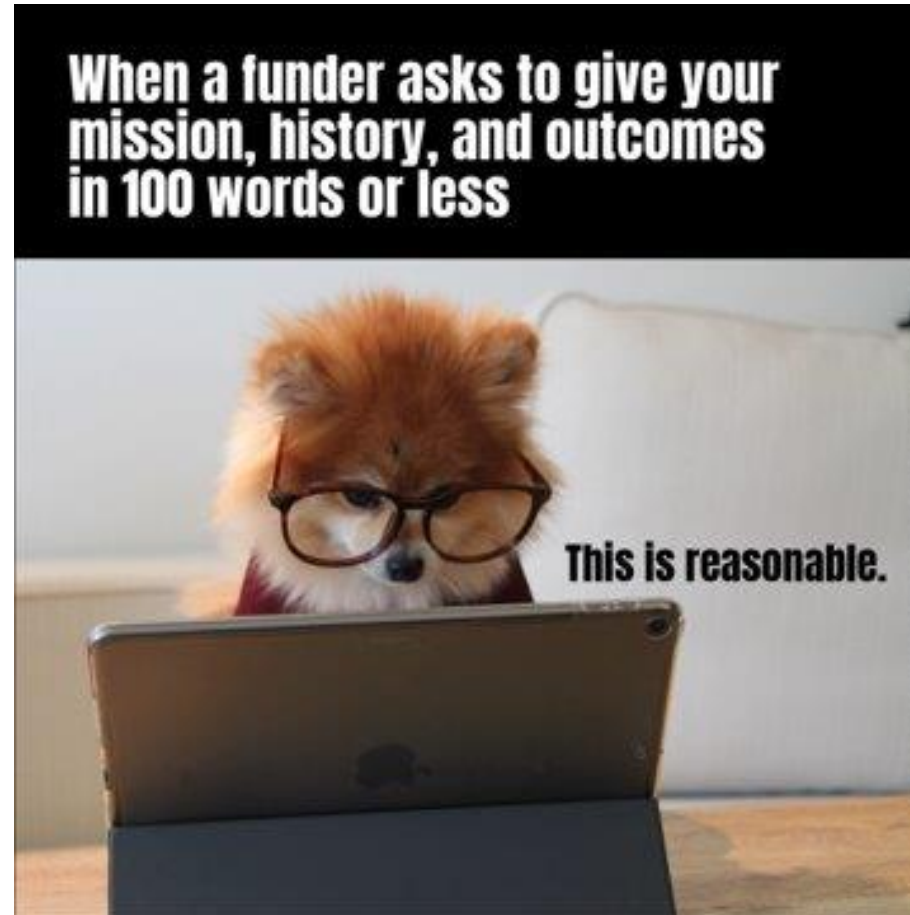


The ABCs of Grants Management Part 2

4/26/2022



Grant Humor

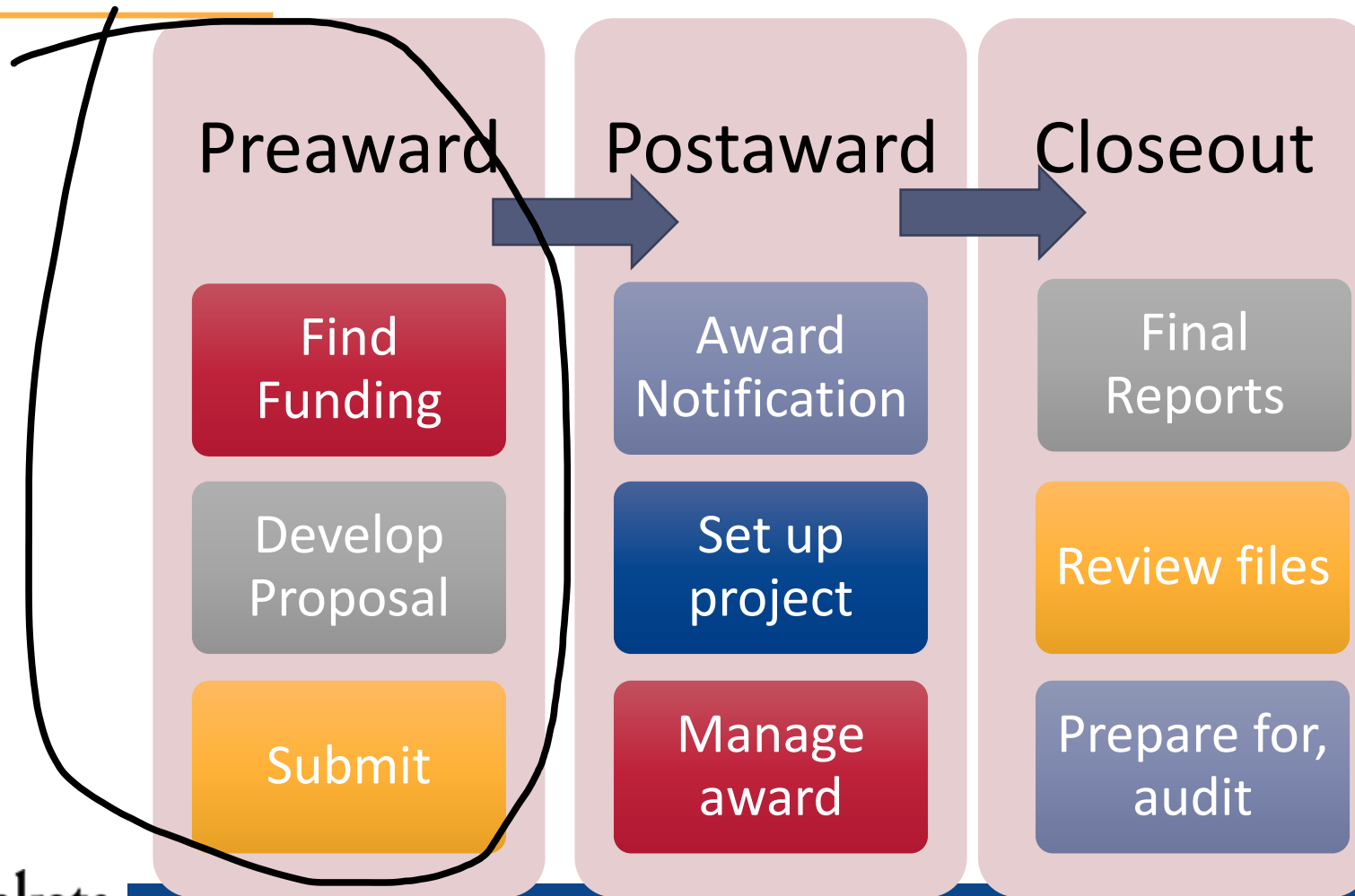


What will you learn?



- Have a basic understanding of the pre-award process
- Identify key items, requirements in funding announcements
- Have a general understanding of the Uniform Grant Guidance & impact on pre-award process
- Value of having team approach, leadership buy for successful submission
- Resources, tools to use to develop competitive application
- Awareness of national associations that offer trainings, resources

Grant Lifecycle



What is meant by Pre-award?

- Activities that occur prior a grant being submitted
 - Searching for funding
 - Reviewing funding announcements
 - Writing the application, budget, develop the proposal
 - Evaluation plan
 - Identify partners, create network

Poll Question #1

How much grant funds has the federal government spent in response to COVID-19?

Select one:

- A. 3.63 trillion**
- B. 5 trillion**
- C. 999 billion**
- D. 10 trillion**

Key Requirements –Funding Announcement/Opportunity

- Print it out, re-read the announcement, highlight sections
- Due dates, **check time zones**
- Any page limits, font size, font style?
- Word or character count limits
- Required attachments
- Indirect costs
- Budget Restrictions
- Word selection
- Post award activities
- Learn about the funder
- Federal applications-scoring criteria



Funding Announcements

- Identify Key Items in a Funding Announcement
 - Raise your hand or put your comments in the Chat feature

Sample Funding Announcement-State

Eligibility:

- Eligible applicants include organizations that have the capacity to implement the required interventions. *Eligibility includes, but is not limited to, federally qualified healthcare centers, health plans, healthcare clinics, healthcare systems, cancer treatment centers, healthcare professional organizations, Indian Health Service, non-profits, quality improvement organizations, school-based healthcare clinics, tribal health centers, universities, coalitions, and worksites. Please direct any eligibility questions to Lexi at lexi.pugsley@state.sd.us.*
- Project activities must occur within the geographical borders of South Dakota and target residents and/or tribal communities within South Dakota.
- Funded applicants are required to join the SD Cancer Coalition. Coalition membership is free and offers many benefits. Membership information is available at: <http://www.cancersd.com/join-us/>.

RFA Schedule	Date
Application Released	September 1, 2021
RFA Overview Webinar <i>This optional webinar is intended for potential applicants and will review application requirements and best practices. Click here to register!</i>	September 29, 2021 Noon-1PM CT
Application Assistance Available Click here to request assistance!	Sept. 1 – Nov. 2, 2021
Application Submission Deadline	5:00pm CT on November 3rd, 2021
Tentative Award Notification	Week of December 20, 2021
Project Period	January 1, 2022-December 31, 2022 <i>A two-year project period may be requested. The second year of project funding is contingent on awardee performance and availability of funds.</i>

Sample Funding Announcement-State

Available Funding:

- Applicants may request up to \$25,000 per project period year. Budget requests should be commensurate with the number of interventions selected and total number of individuals impacted. Funding will not exceed \$25,000 per application, per project period year. Funding for two-year projects will be subject to competitive renewal. Applicants must demonstrate significant progress towards objectives in the first year.
- The total number of awards is dependent upon available funds and the number and scope of proposals submitted. It is anticipated that up to six applicants will be funded. 100% of this project will be funded by federal funds.
- Funding will be remitted on a reimbursement basis monthly or quarterly (depending on contractor preference).

Guidelines:

- Awardees must utilize the following application and implement the evidence-based intervention(s) proposed.
- Applications should demonstrate a systems level change approach impacting the permanent culture around cancer prevention and control at the organization-wide level with potential for sustained and lasting impact.
- Applications should demonstrate the ability to have a positive systems level impact on cancer prevention, early detection, or survivorship interventions or impact one or more of these indicators within a priority population as listed in the SD Cancer Plan. Additional details can be found in the scoring rubric (Appendix D).

Sample Funding Announcement-Federal

#1

#2

#3

Funding Opportunity Title:	Community Health Worker Training Program (CHWTP)
Funding Opportunity Number:	HRSA-22-124
Due Date for Applications:	June 14, 2022
Anticipated Total Amount Available:	Approximately: \$226,500,000
Estimated Number and Type of Award(s):	Approximately 75 grants
Estimated Award Amount	Up to \$3,000,000 (Fully-funded at the time of award for use over the three-year period of performance)
Cost Sharing/Match Required:	No
Period of Performance:	September 15, 2022, through September 14, 2025 (3 years)

HRSA-22-124

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Eligible Applicants	<p>(A) Health professions schools, including accredited schools or programs of public health, health administration, preventive medicine, or dental public health or schools providing health management programs;</p> <p>(B) Academic health centers;</p> <p>(C) State or local governments including state, local and territorial public health departments; or</p>
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V. Application Review Information

1. Review Criteria

HRSA has procedures for assessing the technical merit of applications to provide for an objective review and to assist you in understanding the standards against which your application will be reviewed. HRSA has critical indicators for each review criterion to assist you in presenting pertinent information related to that criterion and to provide the reviewer with a standard for evaluation.

These criteria are the basis upon which the reviewers will evaluate and score the merit of the application. The entire proposal will be considered during objective review,

Five review criteria are used to review and rank the CHWTP applications. Below are descriptions of the review criteria and their scoring points.

Criterion 1: PURPOSE AND NEED (10 points) – Corresponds to Section IV's [Purpose and Need](#)

Reviewers will consider the quality and extent to which the application addresses:

- Significant gaps and needs in the current CHW and health support worker public health workforce in the local community and the services provided by trainees to address the identified needs and gaps;
- Gaps in current CHW and health support worker curriculum and experiential training and the enhancements and or modifications needed to achieve project goals and objectives and align with essential public health services;
- The health equity and disparities with the development of a Disparity Impact Statement using local data (e.g., the CDC SVI <https://www.atsdr.cdc.gov/placeandhealth/svi/index.html>) to identify populations at highest risk for health disparities and low health literacy. The Disparity Impact Statement will provide the framework for ongoing monitoring and determining the impact of the CHWTP;
- A network of partnerships that will be needed for this project to develop and implement on-the-job training and potential employment opportunities through field placements and registered apprenticeships;
- The trainees being supported by this project are described including but not limited to demographic characteristics, geographic background, and race/ethnicity background and their needs;

3. Reporting

Award recipients must comply with Section 6 of HRSA's [SF-424 R&R Application Guide](#) and the following reporting and review activities:

- 1) **Progress Report(s).** The recipient must submit a non-competing continuation (NCC) progress report to HRSA on an annual basis. HRSA will verify that that approved and funded applicants' proposed objectives are accomplished during each year of the project.

The progress report has two parts. The first part demonstrates recipient progress on program-specific goals. Recipients will provide performance information on project objectives and accomplishments, project barriers and resolutions, and will identify any technical assistance needs.

The second part collects information providing a comprehensive overview of recipient overall progress in meeting the approved and funded objectives of the project, as well as plans for continuation of the project in the coming budget period. The recipient should also plan to report on dissemination activities in the annual progress report.

In addition, you must submit a Quarterly Progress Update (QPU) to HRSA via the Electronic Handbooks (EHBs) at the completion of each quarter. The QPU will be automatically generated and allows recipients to document progress on their activities based on the information submitted in the SWP.

More information will be available in the NOA.

- 2) **Performance Reports.** The recipient must submit a Performance Report to HRSA via the EHBs on an annual basis. All HRSA recipients are required to collect and report performance data so that HRSA can meet its obligations under the Government Performance and Results Modernization Act of 2010 (GPRA). The required performance measures for this program are outlined in the Project Narrative Section IV's Impact Sub-section (a). Further information will be provided in the NOA.

The annual performance report will address all academic year activities from July 1 to June 30, and will be due to HRSA on July 31 each year. If award activity extends beyond June 30 in the final year of the period of performance, a Final Performance Report (FPR) may be required to collect the remaining performance data. The FPR is due within 90 calendar days after the period of performance ends.

Poll Question #2

Prior to the Uniform Grant Guidance (UGG), how many grant circulars were there?

Select one:

- A. 5**
- B. 2**
- C. 12**
- D. 8**

What is meant by Uniform Grant Guidance?

- Requirements, compliance regulations for federal awards, federal pass-through grants, aka 2CFR Part 200, UGG
 - Previously there were multiple circulars, now streamlined into document
 - Refer to guidance on pre award requirements, post award management, cost principles, and audit
 - Thompson Publishing <http://grants.complianceexpert.com>
 - Grants.gov
 - Code of Federal Regulations [UGG](#)
 - Available on Multiple websites



Team

"If you want to go fast,
go alone, but if you want
to go far, go together"-
African proverb

- Don't go it alone
 - Include finance, project director, key stakeholders in the development, external partners
 - Schedule kick off meeting, clarify roles and responsibilities (Smartsheet)
 - Clarify sections, another set of eyes
 - Review documents, update files
 - Leadership buy is critical

Competitive Applications

- Know your funder
- Verify due dates, portal submission
- Follow the rules, page limits!
- Balance the work with the outcome
- Collaborations and partnerships
- Always write to the scoring criteria
- When in doubt, ask
- Attention to detail is a must



Grant Associations

- Grants Professional Association
- National Grants Management Association
- Other resources



Q & A



Thank you!

Becky Heisinger, Director of Quality Integration

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605-789-7529

Join us for ABCs of Grant Management Part 3

May 24 @ 12 noon CT

