



Designated Grants in the Grant Management System (GMS)

Grants Management Office

Friday, August 4, 2023 - 10:00 AM

Training will begin shortly. Please be sure to **mute** your computer/phone unless asking a question. Thank you!



**RHODE
ISLAND**

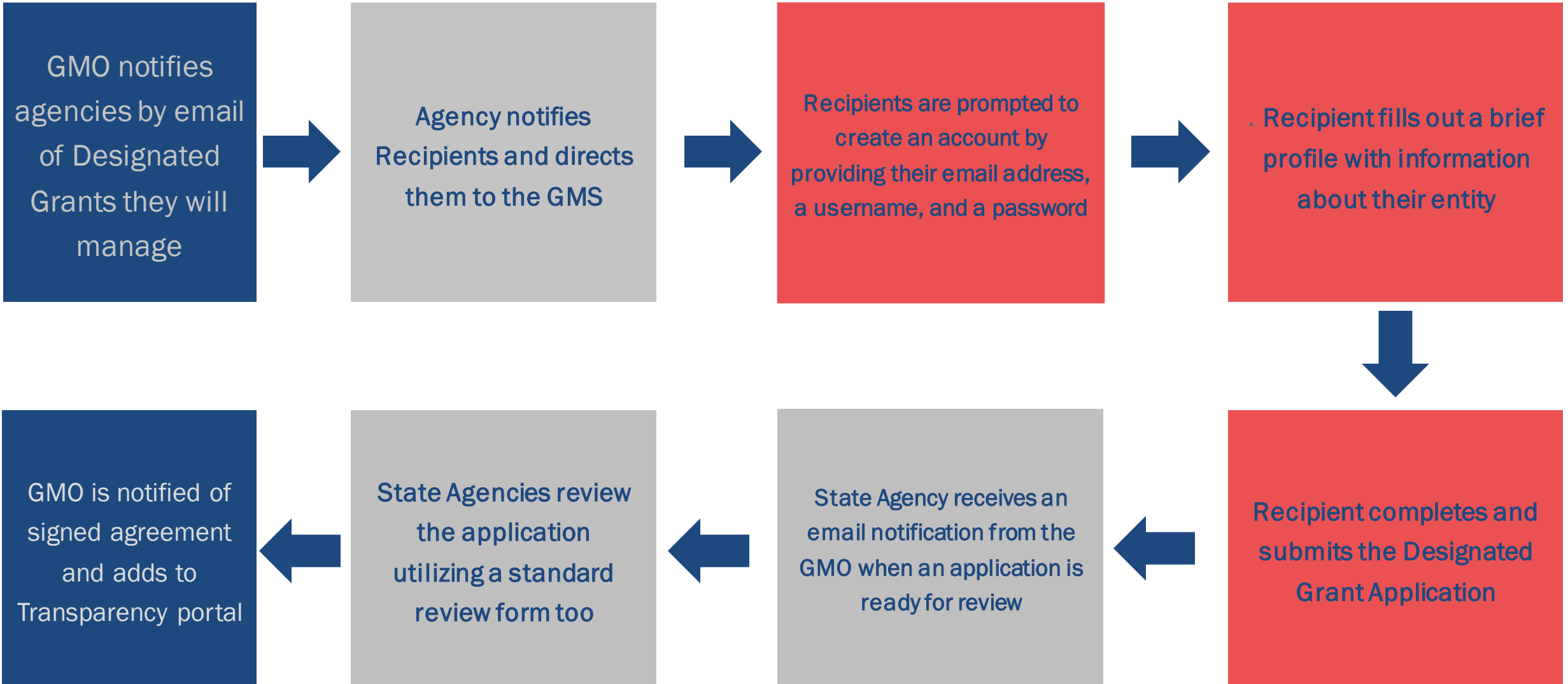
Agenda

- **Introductions**
- **Overview of the submission process**
- **Application submission & State Agency review process with demonstration**
- **Resources and next steps**

State Designated Grants are funded each fiscal year through the State Budget.

The Grants Management Office's role is to standardize the submission process for recipients in an effort to **promote transparency and accountability of State funds**. We do this by assisting State agencies with resources and trainings that will make the submission process as easy as possible for them and the recipients of these funds.

Submission Process



Application Submission & Review Process - Demo

Items to be covered in the Demonstration:

- Submitting an Application from a recipient's perspective in the GMS
 - Completing a GMS profile
 - Completing & submitting an application
- State Agency Review Process
 - Logging into the Review Portal & creating an account
 - Navigating your assigned applications
 - Using the review form
 - Viewing and Downloading the Designated Grant attachments and budget forms
 - What to do if the application you review is incomplete or in need of a revision
 - Signing a grant agreement and notifying the GMO

Resources & Info for State Agencies

Last week, the GMO sent out the notification of awards email to State Agencies

This email contains:

1. The amount your Agency was allocated through the FY24 State Budget & which Designated Grants your Agency is responsible for
2. Designated Grant Submission Guidelines
3. Designated Grant Payment Policy
4. A copy of the Designated Grant Agreement
5. The Budget & Reimbursement Request Forms
6. Two User Guides
 - One showcasing the Designated Grant review process within the GMS ([For State Agencies](#))
 - Another showcasing the process of applying for a Designated Grant within the GMS ([For Recipients](#))

Resources & Info for Recipients

- GMO will host a brief training session for recipients of Designated Grants on 8/16/2023
 - Demonstration of the submission process within the GMS.
 - Invitation sent to anyone who submitted a Designated Grant application last year.
 - Once you (the State Agency) has determined your recipients, please email marcus.galvin.ctr@omb.ri.gov with any NEW recipient's email addresses
- GMO will continue adding to the invite until 8/14/23
 - The training will be recorded
 - A second but identical training will be held in September for a second round of recipients
 - Recipients can utilize the user guide provided to and sent out by State Agencies or visit our [Grants Management Website](#)

Updates/Reminders

- **New policy coming soon!**
 - **Will send ASAP**
- **Reports in the GMS – by mid-year report**
 - **Optional – still determined by agency**
- **These are Fiscal Year grants**
 - **Please encourage quick submissions and payments/reimbursements**

Questions ?

Please send recipient list with email addresses to

Marcus Galvin

marcus.galvin.ctr@omb.ri.gov

