GMS Monthly Agency Meeting
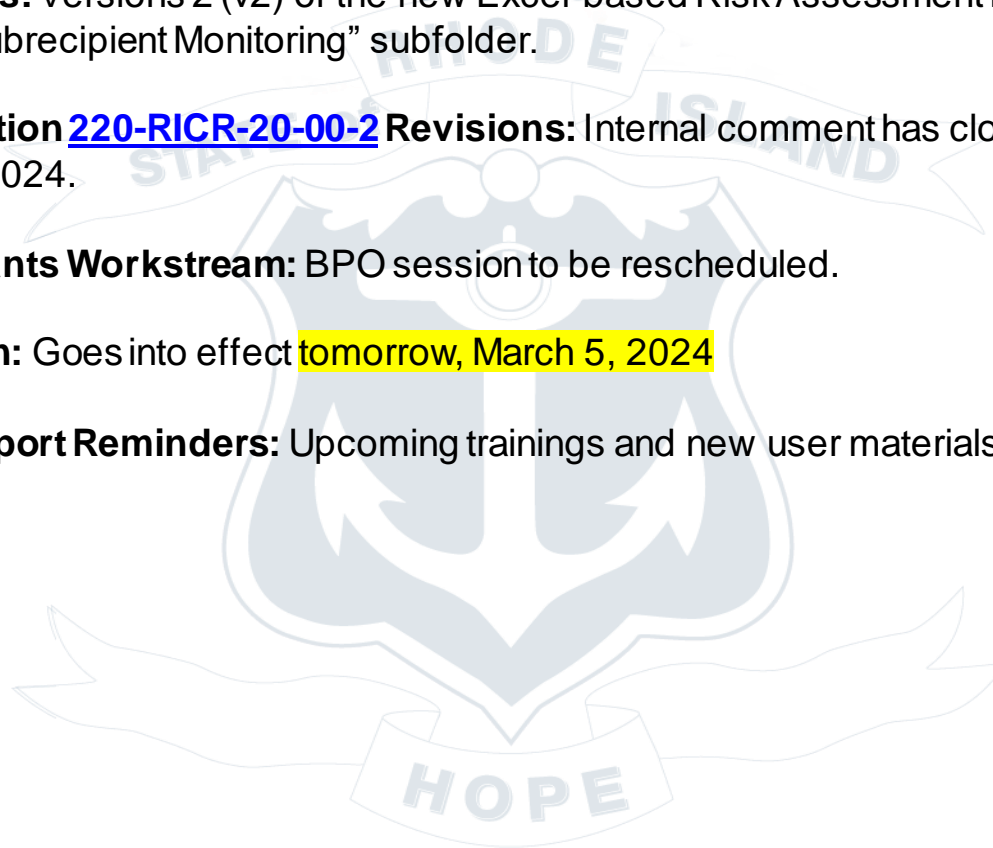
STATE OF RHODE ISLAND
DEPARTMENT OF
ADMINISTRATION

Grants Management System
Monthly Agency Meeting: March 4, 2024

March Updates I

Important GMS and Related Updates:

1. **Risk Assessments:** Versions 2 (v2) of the new Excel-based Risk Assessment forms are available in the SharePoint "Subrecipient Monitoring" subfolder.

2. **RI Grants Regulation 220-RICR-20-00-2 Revisions:** Internal comment has closed. Public comment through March 8, 2024.

3. **ERP Finance, Grants Workstream:** BPO session to be rescheduled.

4. **RIGID Conversion:** Goes into effect tomorrow, March 5, 2024

5. **Training and Support Reminders:** Upcoming trainings and new user materials

RIGID Conversion: Overview

Rhode Island Grant Identifier (RIGID) is being updated to a new format on Tuesday, March 5

The new format will be more user friendly for state agency users that tag transactions in RIFANS

Example set up in eCivis	Current RIGID format	New RIGID format
Parent Grant	dndg8z4+dk+H9oEnhqbJbQ==	GR0000001
Child/Sub-project	NHytUDj7e0GKcGlGhue/mQ==	GR0000001SP01
Grant with cost share	VhPQXNKdSE+fFAK7CEyAKg==	GR0000002CS

No change to the current process of how transactions are tagged

Transition period: 3/5 - 3/8 transactions tagged with a RIGID will be refreshed in eCivis to reflect the new format. Budget report and transaction report in eCivis may take a few days to show updated data.

RIGID Conversion: Action Items

Sundry Database Users

- If you enter the RIGID in your batch transactions, you will need to load a new spreadsheet with the updated RIGID formats.
- Follow the instructional guide titled *Steps to Update RIGID Values in RIFANS Payables Batch Database*

JP Morgan Chase

- RIGID values will need to be updated in JPMC if you use a p-card for grant transactions
- Updated JPMC Chart of Accounts files will be sent to agencies tomorrow, March 5. Agencies will need to validate that the information looks correct and email the template to doa.acctcontrol@doa.ri.gov
- Any JPMC transactions that are tagged with a RIGID after March 5 but before you send the validated spreadsheet to A&C, will need to utilize a journal entry to correct the RIGID format

RIGID Conversion: Resources

1. GMS-RIFANS Training Manual. **The content of the training manual has not changed.**

2. A mapping document will be sent to each agency listing the current grant awards set up in eCivis, the old RIGID format, and the new RIGID format
   a. Additionally, the old RIGID format can be found/referenced in the Notes field of the *Contracts & Accounts* tab of your eCivis Project Dashboard

3. GMO hosts weekly office hours on Thursdays from 2-3 PM

4. Any questions can be sent to Katje.Benoit.CTR@doa.ri.gov

Training & Support for Agencies

Additional Agency Training Sessions: Tuesdays at 1 PM

Invitations sent approx. 2 weeks prior to training date

1. Non-Competitive - Direct to Award (March 12, 2024 @ 1:00pm)
2. Competitive Standard Grantor (March 26, 2024 @ 1:00pm)
3. Grant Finance 101 (April 9, 2024 @ 1:00pm)

NEW Guide Available : Updated [Grantor Cheat Sheet](#) – Important reference for any grantor agency

Ensure you have the correct SharePoint link to prevent issues accessing – bookmark/save link below

https://rigov.sharepoint.com/:f:/r/sites/DOA-AccountsControl-GrantsManagement/GMS%20Project/State%20Agency%20Trainings?csf=1&web=1&e=epfzt5

Submit User Support Form if you cannot access – do not request access via SharePoint

Additional Support provided to Agencies for GMS Adoption:

1. Weekly Office Hours - Thursdays at 2 PM
2. Monthly Agency Call – 1st or 2nd Monday at 2 PM
3. **User Support Form – Available for both State Agency and Subrecipient/Applicant users**

https://controller.admin.ri.gov/grants-management/grant-management-system-gms/resources-state-agencies

Appendix

User Support:

To submit a support request please use the User Support form located on the Grants Management Office website:
https://controller.admin.ri.gov/grants-management/grant-management-system-gms/user-support

Grants Management Office Team Supporting GMS System:

- Steve Thompson
- Laura Sullivan
- Katje Benoit
- Brittany Murtaugh