

GMS Monthly Agency Meeting



Grants Management System
Monthly Agency Meeting: July 1, 2024

eCivis Metrics

METRIC	VALUE AS OF JUNE 28, 2024
NUMBER OF OPEN FEDERAL AWARDS	879
DOLLAR AMOUNT OF OPEN FEDERAL AWARDS	\$3,844,325,000
NUMBER OF ACTIVE SUBAWARDS	598
DOLLAR AMOUNT OF ACTIVE SUBAWARDS	\$148,961,000
NUMBER OF INVOICES PAID TO DATE	2,006
DOLLAR AMOUNT OFF INVOICES PAID TO DATE	\$45,151,000

July Updates I

Designated Grants: Update on process and upcoming training sessions

eCivis > Workday data cleanup: GMO held two training sessions and one office hour last week. We've been monitoring data and most agencies have started making fixes! Agencies have until July 10th to complete.

Indirect Cost Training: Training complete, good questions, materials available for reference.

UGG Training: Materials shared

eCivis/Euna site visit: Tuesday July 23rd at RIC. Signup closes Friday

New Grants staff: Reach out so we can help support!

Competitive Subaward Waivers: Reminder - solely relying on past experience isn't enough!

New Grants Policy: Draft for agency review coming soon.

FY Year End Key Dates: Reminder!

Designated Grants FY25

Designated Grants will be Rhode Island's first program to utilize the new Application Review Manager (ARM) features within eCIVIS!

- The process for submitting & reviewing Designated Grants is unchanged from previous years, but the portal has received some great updates with the introduction of the Application Review Manager.

Key Features in ARM related to Designated Grants:

1. Project Team Members – with this new feature, recipients will be able to share their application with other members within their organization to work on applications simultaneously
2. No more second portal for reviews. All submissions & reviews are now handled within the same website/portal. No more need for multiple accounts.
3. Updated user interface

Upcoming Trainings related to Designated Grants:

- State Agency Training - Reviewing Designated Grant submissions in ARM – July 17th
- Recipient Entity Training – Submitting an application in the GMS with ARM – July 25th
- Designated Grant Office Hour for recipients - TBD

Next Steps:

- GMO will be sending award notifications, training invitations, & updated user guides for the application & review process soon, so be on the lookout!
- If you know your recipient(s) contact email address, please send to marcus.galvin.ctr@doa.ri.gov

eCivis Invoices and State Fiscal Yearend

Steps for eCivis Invoices to be Recorded in SFY24

1. Advise subrecipients to submit invoices before the A&C approval deadlines.
2. Confirm Reporting Period ends on/before 6/30/2024. Reopen to subrecipient for changes if the period erroneously includes dates in SFY25.

Financial Report Details

Reporting Period:

03/01/2023 - 03/31/2023

Invoice number.*

Receiver ID.*

Category

Spend

Match

Award Approved

Match Approved

3. Ensure invoice completes eCivis approval workflow by COB on **Sunday, 7/14**. “Current Status” must be “Approved / Awaiting Payment” for it to be sent to RIFANS. Note: This does not guarantee the invoice will load into RIFANS overnight.
4. Ensure invoice completes RIFANS approval workflow by COB on **7/17**. If this does NOT happen on time, A&C will cancel the invoice. If this happens, use the [Support Form](#). GMO will assist you.

Training & Support for Agencies

Additional Agency Training Sessions:

Invitations sent approx. 2 weeks prior to training date

1. Thank you for attending the eCivis/Workday Conversion Data Clean-Up Trainings
2. NEW: Content Highlights: Grants Regulation and Subaward Terms and Conditions:

July 11, 2024 from 2:00 – 3:30pm (invites have been sent)

3. Application and Review Management Training (In-Person at Rhode Island College) July 23, 2024

Emails have been sent with information on how to request information

CFO's have received emails to nominate staff to attend user group discussion

Deadline July 5th for both sign ups and nominations

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 – TUESDAYS at 1 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

