

ONAP TRAINING

Managing Multiple Grants



VIRTUAL TRAINING AGENDA

May 1, 2024 | 9:00 am – 4:00 pm Pacific Time

SECTION 1: Introductions and General Requirements for Managing and Accounting of Federal Grants

- Introduce trainer and the purpose of the training; participants to introduce themselves and provide a brief background of their housing programs.
- Provide a brief discussion on highlights of the materials that will be covered over the two days of training.
- Tribe/TDHE's responsibilities for managing federal awards.
- Review 2CFR200.302(b)(2) requirements for a sound financial management system.
- Information contained in a Federal Award and Terms and Conditions of grants.

SECTION 2: Grant Cycle and Responsibilities

- Self-evaluate and assess capacity for managing multiple grants.
- Understand components of the grant cycle.
- Implement a Grants Management Process.
- Who is involved in managing grants and their roles and responsibilities.

SECTION 3: System Requirements to Separately Track Multiple Grants

- Organize Multiple Grants.
- Review Chart of Accounts and use it to = track grant accounting activities.
- Review 2CFR302(b) (1-3) in aid to managing multiple grants.
- Potential grant pitfalls and need for strong internal controls.

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AGENDA *(continued)*

SECTION 4: Costs: Allowable and Allocable; Direct vs Indirect Costs

- Review what makes costs to grants allowable and what it means for costs to be allocable.

SECTION 5: Managing Multiple Grants for Select items of Costs

- Review requirements for Payroll and Benefits and materials and supplies, and best practices for tracking and allocating costs to multiple grants.

SECTION 6: Grants Monitoring Activities and Closeout

- Discuss grant closeout procedures that includes reporting grant financial and program performance and grant monitoring requirements.

Summarize Key Points, Q&A, and wrap-up.