

Funding Memo Approvers

Indian Health Service (IHS)

September 2023

Greetings



Fun Fact: I am a singer and aspiring actor who has been in quite a few movies and series.

Housekeeping



Microphones are open – please mute if not speaking



Webinar is being recorded and will be available at a later time



Training is in our training environment



Enter questions in the chat or ask by phone during the designated question time



Documentation on training topics is available



Tell us how we did in the survey

Setting the Stage

The GrantSolutions GMM training course is:

- ✓ An overview of how grants are processed within GrantSolutions GMM
- ✓ Training to teach system functionality
- ✓ An opportunity to write down any question you have during class. Time will be allotted for Q&A
- ✓ An opportunity to document business process questions

Setting the Stage

The GrantSolutions GMM training course is NOT:

- x An opportunity to discuss enhancements or changes to the GrantSolutions GMM system
- x A platform to discuss business process changes

Objectives



Follow the New Application Workflow



Search for Funding Memos



Review and Approve Commitments (FMO)



Mark Funds as Available (FMO)



Review the Funding Memo (AO)



Reject the Funding Memo (AO)



Approve the Funding Memo (AO)

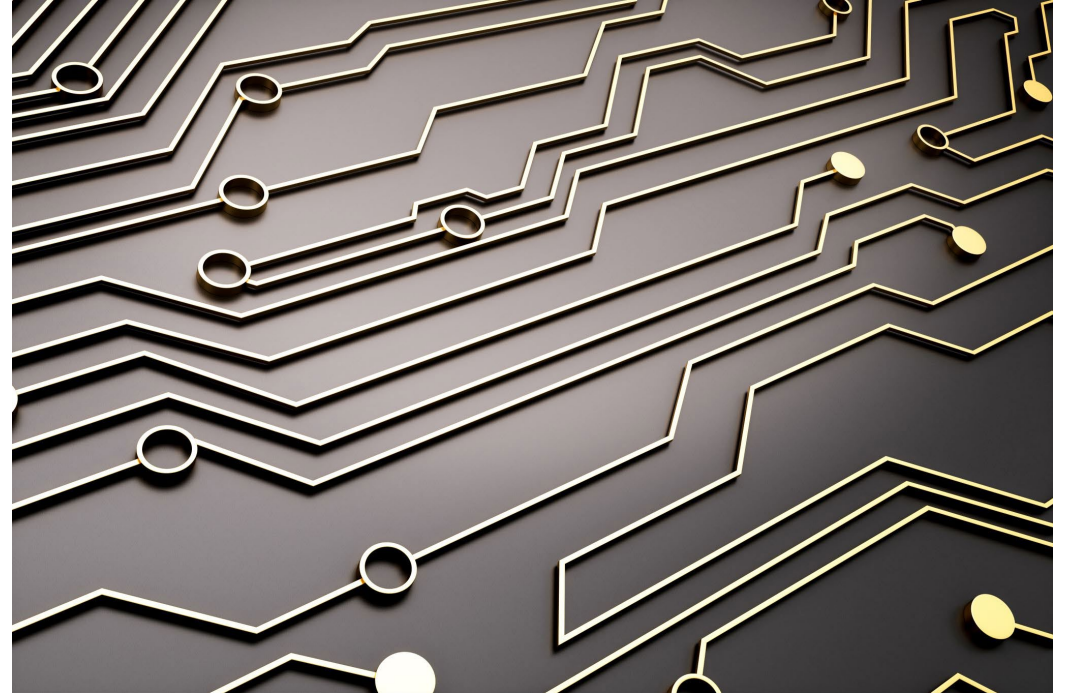
Course Agenda

- Introduction
 - What is GrantSolutions Grants Management Services?
 - System Roles and Actions
 - IHS New Competitive Application Workflow
- Funding Memo Approval (Financial Management Officer)
 - Funding Memo Search Screen
 - View the Funding Memo
 - Approve Commitment
 - Mark Funds as Available
- Funding Memo Approval (Authorizing Official)
 - Funding Memo Search Screen
 - View Funding Memo
 - Approve Funding Memo
- Q&A
- Resources, Follow-Up, Helpdesk



Introduction: What is GrantSolutions Grants Management Services?

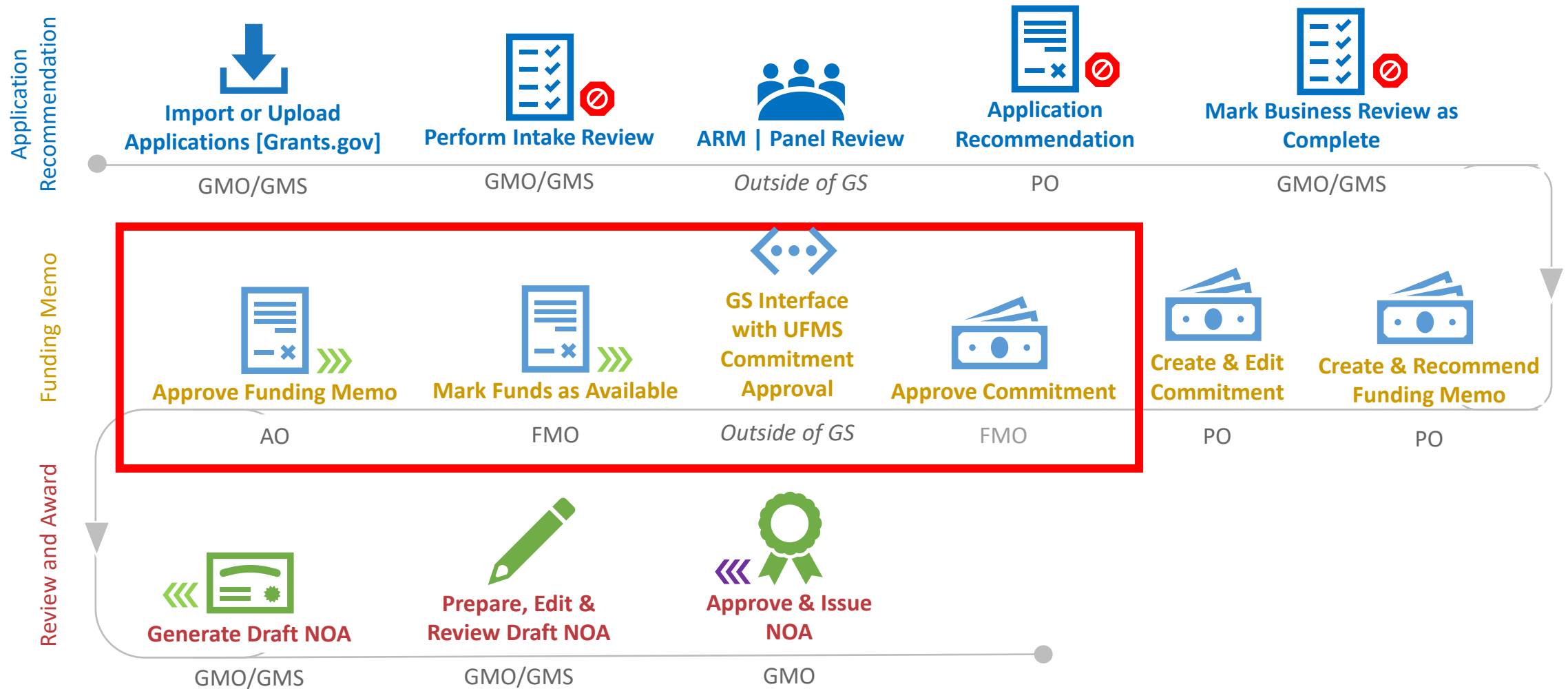
- GrantSolutions Grants Management Services is a comprehensive electronic grant processing system
 - Facilitates the Federal government's end-to-end grant-related activities from application receipt through closeout
- Role based system
 - Users may only perform tasks in the system if they have the appropriate assignments



Introduction: GrantSolutions GMM Roles

- Financial Management Officer (FMO)
 - Review the Funding Memo
 - Review the Commitment
 - Approve/Disapprove the Commitment
 - Mark the Funds Available
 - Reject the Funding Memo to Draft
- Grants Management Officer (GMO)
 - Review the Funding Memo
 - Reject the Funding Memo to Draft
 - Generate the Draft NoA
 - Approve/Issue NoA
- Program Authorizing Official (PAO)
 - Review the Funding Memo
 - Approve the Funding Memo
 - Reject the Funding Memo to Draft

Introduction: IHS New Competitive Award Workflow



Option to disapprove. This stops the process.

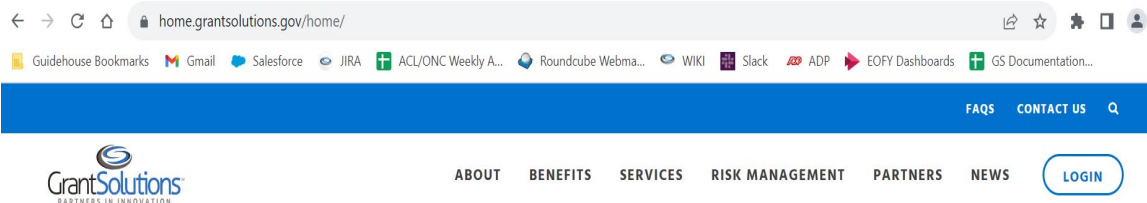


Option to return Funding Memo to draft.



Option to return NOA to draft.

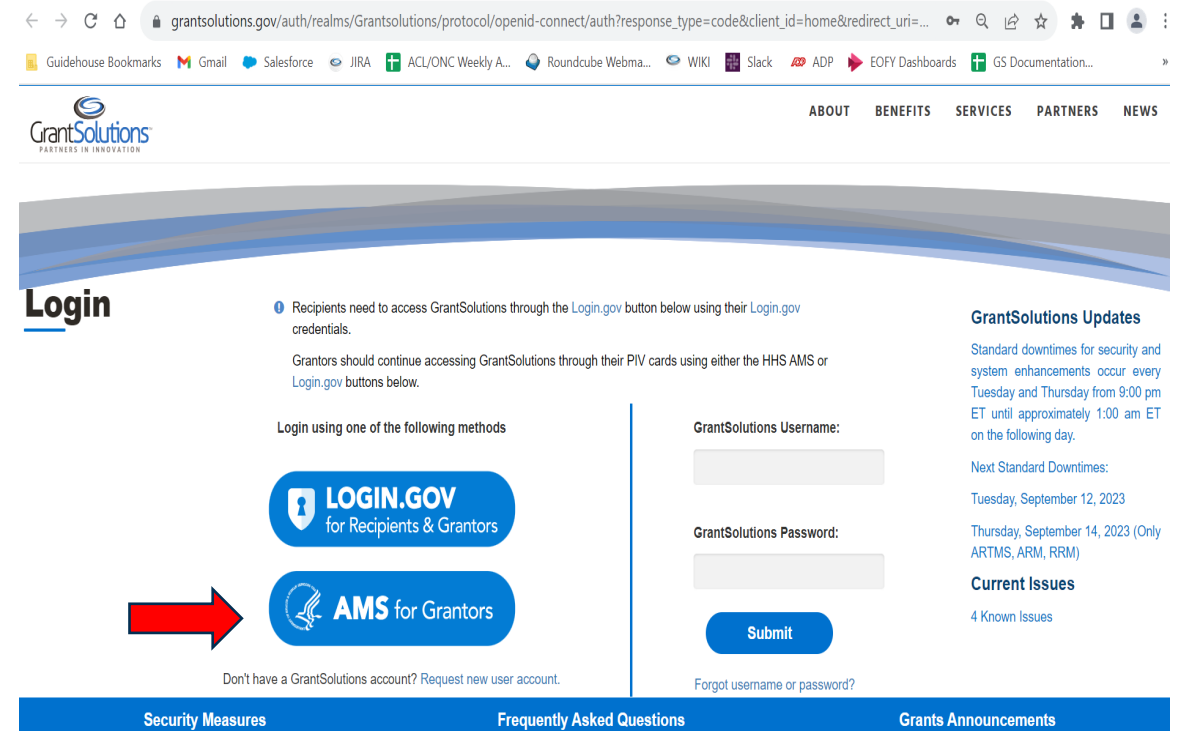
Login



Collaborating to better serve the grants community

GrantSolutions works with Partners, other government agencies, and private sector collaborators to develop national grant management solutions.

LEARN MORE



Funding Memo and Commitment Review and Approval

System Roles: FMO

Funding Memo and Commitment Review and Approval

- Agenda:
 - Review Funding Memo
 - Review Application/Grant Notes
 - Review and Approve/Disapprove the Commitment
 - Mark Funds as Available

Funding Memo Review and Approval

System Roles: AO

Funding Memo Review and Approval

- Agenda:
 - Review Funding Memo
 - Review Application/Grant Notes
 - Reject/Approve Funding Memo

Questions?



Resources

- GMM User Manual - Chapter 2 Pre-Award Processing
- GMM User Manual - Chapter 5: Financial Management Officers
- Application and Grant Notes
- Funding Memo Approval



Follow-Up Materials

- Link to recording
- Provide your feedback about today's training. Your valuable input will help to tailor future trainings with you in mind:

<https://grantsolutions.getfeedback.com/r/6EuO2mws>



Help Desk

- The GrantSolutions Help Desk is available to provide technical assistance
 - Monday – Friday 7 AM to 8 PM Eastern Time
 - Excluding Federal Holidays
 - **Email:** help@grantsolutions.gov
 - **Phone:** 866-577-0771



Thanks for attending!

