



UTAH *grants*

Utah Grants Update

Timelines

Reimbursement Requests

June 10, 2019	Deadline for reimbursements to be paid on June allotment (SFY-2019 period 12)
July 10, 2019	Deadline for reimbursements to be paid on July allotment (SFY-2019 period 13)
August 12, 2019	Deadline for reimbursements for program ending June 30, 2019 (SFY-2020 period 1)

Watch **Project Period** dates. Expenditures must be incurred within the project period of performance.

Timelines

UTAH grants Enterprise Grants Management System

← Home Opportunities Applications **Grants** Monitoring

Search

Search...

All

Tasks

My Tasks

Pending Tasks

Completed Tasks

Activities

Grants, Awards, Amendments

View Grants

View Active Awards

Quick Search

Title	Grantor	Project Period	Total Active Award Amount	Status	Actions
18PQGS State Adult Educati...	USBE	7/1/2018 - 6/30/2019	\$2,100,000	Active	
19PUO Digital Teaching and ...	USBE	7/1/2018 - 12/31/2019	\$1,500,000	Active	
182FT-Title IIA - Formula Flo...	USBE	7/1/2017 - 9/30/2019	\$1,000,000	Active	
18PUJG EARS - Gang Prev...	USBE	7/1/2017 - 6/30/2019	\$400,000	Active	
19T1FT Title IA - 2019	USBE	7/1/2018 - 9/30/2020	\$2,400,000	Active	
19ELFT-Title IIIA - ELL - Flo...	USBE	7/1/2018 - 9/30/2020	\$200,000	Active	

Timelines

SFY-2020 Applications

Applications for SFY-2020 programs are loaded into Utah Grants as soon as they are made available by program staff.

All applications will be completed within Utah Grants, including Title programs. Utah Consolidated Application (UCA) will no longer be used.

Application Deadlines in Utah Grants

Grant application deadlines are not a target date, but a fixed system cut-off. Allow sufficient time to complete the application information AND obtaining internal approval well in advance of the application deadline.

Grant Application deadlines can be found on the main Applications table

Application Deadlines in Utah Grants

The screenshot displays the 'Enterprise Grants Management System' interface. The top navigation bar includes 'Opportunities', 'Applications' (highlighted with a red box), 'Grants', and 'Monitoring'. A search bar is located on the left. The main content area shows a table of applications with columns for Title, Internal Approver, Status, Submitted On, Application Deadline, and Actions. The 'Application Deadline' column is highlighted with a red box, and the table contains several rows of application data.

Title	Internal Approver	Status	Submitted On	Application Deadline	Actions
Perkins-Formula (High S...	[blurred]	Converted to Award	10/29/2018 4:42 PM	06/10/2019 11:59 PM	[eye icon]
18DRED Drivers Ed FY1...	[blurred]	Converted to Award	04/09/2019 8:05 AM	05/31/2019 5:00 PM	[eye icon]
18STPD Title VI Dist. Bu...	[blurred]	Created		05/31/2019 5:00 PM	[eye icon]
194AFT - Title IVA - Stud...	[blurred]	Created		05/30/2019 5:00 PM	[eye icon]
18SUPV Suicide Prev - ...	[blurred]	Waived		05/17/2019 5:00 PM	[eye icon]
19SUPV Suicide Prev - ...	[blurred]	Converted to Award	10/31/2018 10:45 AM	05/17/2019 5:00 PM	[eye icon]
18SUPV Suicide Prev - ...	[blurred]	Waived		05/17/2019 5:00 PM	[eye icon]

Applications Details

“Thank you for the money –
but What Even Is This?”

Application Details

On the Applications tab, locate the program, click  to view.

- Can be viewed by any active Utah Grants User
- Clicking  will NOT assign ownership of the application

Application Details

From the Applications main page

The screenshot displays the 'Enterprise Grants Management System' interface. The top navigation bar includes 'UTAH grants' and 'Enterprise Grants Management System'. The main navigation menu has 'Applications' highlighted with a red box. Below the navigation, there is a search bar and a 'Quick Search' field. The main content area shows a table of applications with columns for Title, Internal Approver, Status, Submitted On, Application Deadline, and Actions. A red arrow points to the 'Application Deadline' column.

Title	Internal Approver	Status	Submitted On	Application Deadline	Actions
Perkins-Formula (High S...		Converted to Award	10/29/2018 4:42 PM	06/10/2019 11:59 PM	
18DRED Drivers Ed FY1...		Converted to Award	04/09/2019 8:05 AM	05/31/2019 5:00 PM	
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19SUPV Suicide Prev - ...		Converted to Award	10/31/2018 10:45 AM	05/17/2019 5:00 PM	
18SUPV Suicide Prev - ...		Waived		05/17/2019 5:00 PM	

Application Details

On the application Overview tab, there is a link for the Funding Opportunity

The screenshot displays the 'Enterprise Grants Management System' interface. The top navigation bar includes the UTAH grants logo, the system name, and a 'Grants Portal' dropdown. Below this is a breadcrumb trail: Opportunities > Applications > Grants > Monitoring. A search bar is located on the left. The main content area shows details for 'Application- Perkins-Formula (High School) - 2019'. A table lists the applicant organization as 'Jensen School District', ID as 'AP-400-018', status as 'Converted to Award', and 27 days left. A progress bar below the table shows the application lifecycle from 'Created' to 'Revised', with all steps marked as complete. Below the progress bar are tabs for 'Overview', 'Budget', 'Revisions', 'Attachments', and 'History'. The 'Overview' tab is active, showing 'Opportunity Overview' with fields for 'Funding Opportunity ID' (AN-400-003), 'Grantor Organization' (USBE), and 'Application Deadline' (06/10/2019 11:59 PM). A red box highlights the 'Funding Opportunity ID' field, with a red arrow pointing to it.

Applicant Organization	ID	Status	Days Left
Jensen School District	AP-400-018	Converted to Award	27

External Organization apply for the Funding Opportunity Announcement (FOA) by creating an application. Created application is internally reviewed b...[view more](#)

Created Submitted For Approval Internally Approved Submitted to Grantor Revision Initiated Revision With Grantee Revision With Grantor Revised

Overview Budget Revisions Attachments History

Opportunity Overview

Funding Opportunity ID i AN-400-003	Grantor Organization i USBE	Application Deadline i 06/10/2019 11:59 PM
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Application Overview

Application Details

A new window will appear with the opportunity information

Opportunity
Perkins-Formula (High School) - 2019

ID	Program ID	Days Left to Apply
AN-400-003	Perkins-Formula (High School)	27

The Opportunity overview page reflects the key information associated with this Opportunity such as the funding amounts, particular application proc...[view more](#)

Overview Financials Documents Attachments

General Information

Opportunity Title	Grantor Organization
Perkins-Formula (High School) - 2019	USBE

Opportunity Description

Opportunity Description

The Carl D. Perkins Vocational and Technical Education Act of 1998 authorizes funding for secondary and postsecondary Career and Technical Education programs. Its purpose is to more fully develop the academic, career, and technical skills of secondary and post-secondary students. This Act identifies development of rigorous academic standards and accountability as additional priorities.

Money is distributed based on a formula that considers the number of residents aged 5-17 from poverty-stricken families, and the total number of residents aged 5-17 living in the school district.

Application Ownership and Sharing

Clicking the Application Pending Task ► assigns ownership

UTAH grants Enterprise Grants Management System

Grants Portal

Opportunities Applications Grants Monitoring

Search

Search... Q

All

Tasks

Application Tasks

Pending Tasks

Completed Tasks

Activities

Applications

View Applications

View Submitted Applications

Pending Tasks (Assigned to Me)

Quick Search Q

Ref. ID	Type	Subject	Created By	Actions
AP-400-091	Application Invitation	Enhancement for At-Risk Students-Gang Prevention - 2019	Jaime Barrett	►

Total Records: 1

Pending Tasks (Assigned By Me)

Quick Search Q

Ref. ID	Type	Subject	Assigned To	Due Date	Actions
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No records found

Application Ownership and Sharing

Clicking the Application Pending Task ► assigns ownership

The screenshot displays the UTAH grants Enterprise Grants Management System interface. The top navigation bar includes 'Opportunities', 'Applications', 'Grants', and 'Monitoring'. The 'Applications' tab is highlighted. A sidebar on the left shows 'Tasks' with 'Application Tasks' expanded, and 'Pending Tasks' selected. A 'Confirm' dialog box is overlaid on the screen, asking: 'Are you sure you want to Start this application? Once initiated, you will be the only user able to edit the application.' The dialog has 'No' and 'Yes' buttons. A red arrow points to the 'Yes' button. Below the dialog, a table with columns 'Ref. ID', 'Type', 'Subject', 'Assigned To', 'Due Date', and 'Actions' is visible, with 'No records found' below it.

Ref. ID	Type	Subject	Assigned To	Due Date	Actions
No records found					

Application Ownership and Sharing

- In Utah Grants, applications are completed by 1 individual and approved by the designated Internal Approver
- Applications have only 1 owner
- Application requirements can be viewed prior to accepting ownership
- Individuals responsible the financial and programmatic aspects should coordinate application completion

Application Ownership and Sharing

- Application forms and attachments can be downloaded and shared
- Application ownership is NOT program ownership:
budget revisions, payment requests, etc. can be performed independently by any Utah Grants user

Title Programs in Utah Grants

- Applications for title programs will be completed in Utah Grants for SFY-2020
- All required forms have been built and will be required as part of the Utah Grants application
- Information for forms and attachments may be prepared by programmatic staff, while budget information may be prepared by financial staff. LEAs will need to determine who takes this responsibility and coordinate completion of the application.

Utah Consolidated Application (UCA)

- The UCA is being decommissioned and support services from our vendor will cease September 30, 2019
- Discussions between USBE and the Vendor are underway to determine how records will be accessed after September 30, 2019
- USBE recommends that LEAs access the UCA to download and save information that may be required for applications or record keeping.
- Information contained in the UCA will be available, but the process for retrieving is yet to be determined.

MSP Application Program Reallocations Budget Revision Requirements

For MSP programs requiring an application prior to payment of funds, redistribution of funds among eligible LEAs will put monthly payments on hold until the new budget has been submitted and approved.

- Early Intervention – School Districts
- Early Literacy Program
- Enhancement for Accelerated-Gifted and Talented
- Enhancement for At Risk Students (EARS)

Submitting budget details timely will reduce any possible delay in payment. Once the new budget is approved, the missed month(s) allotment will be paid in the subsequent month.

Budget Revisions

Watch for Pending Tasks in the Grants section

The screenshot displays the Enterprise Grants Management System interface. The top navigation bar includes the UTAH grants logo, the system name, and a 'Grants Portal' dropdown. The main navigation menu has 'Grants' highlighted with a red box. A left sidebar contains a search bar and a 'Tasks' menu with 'Pending Tasks' also highlighted in red. The main content area shows two sections for 'Pending Tasks (Assigned To Me)'. The first section contains a table with two rows of budget revision tasks.

Ref. ID	Type	Subject	Created By	Created Date	Actions
AD-USBE-BP01-178	Complete Budget Revision	19MGFT Title IC Migrant - 2019 - 2019	Jaime Barrett	04/12/2019 5:26 PM	▶
AD-USBE-BP01-457	Complete Budget Revision	19ELFT-Title IIIA - ELL - Flow Through - 2019 - 2019	Jaime Barrett	05/02/2019 7:26 PM	▶

Total Records: 2

What's Next?

- **Dashboards & Reports**
- **Post-Award Monitoring Activities**
 - **Progress Reports**
 - **Site Visits**
 - **Risk Assessment**
 - **Audit Documentation/Follow-up**

Utah Grants Support

Questions?

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