



UTAH *grants*

Utah Grants Update

SPRING FINANCIAL TRAINING

MAY 12, 2021



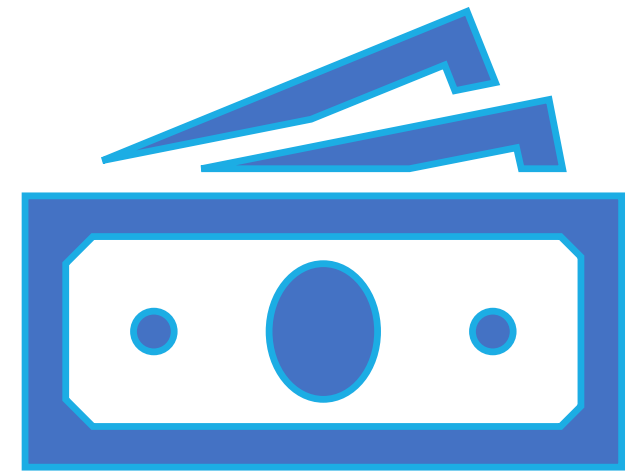
ADA Compliant 5-9-2021

Utah State Board of Education

Timing of Reimbursement Requests

Reimbursement requests need to be submitted timely and frequently. Please do not wait until the end of the grant period to submit reimbursement requests

- Provides LEA with funds sooner
- Allows for USBE to track expenditures more regularly
- Allows USBE to redistribute unutilized funds



Timelines

Reimbursement Requests

June 10, 2021	Deadline for reimbursements to be paid on June allotment (SFY-2021 period 12)
July 9, 2021	Deadline for reimbursements to be paid on July allotment (SFY-2021 period 13)
August 11, 2021	Deadline for reimbursements for program ending June 30, 2021 (SFY-2022 period 1)

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

Utah Grants Modules



Assurances



Risk Assessment



Site Visits / Desktop Review

Assurances



LEA Assurances will be completed in Utah Grants



Assurance tasks will be available **June 1, 2021**



Task will be sent to the Utah Grants LEA Key Point of Contact



Can be modified/saved by any Utah Grants user prior to submission



Assurances are due to USBE by **July 1, 2021**

Assurances

Task to Key Point of Contact

The screenshot displays the Enterprise Grants Management System (EGMS) interface. The top navigation bar includes the 'HOME' link, which is highlighted with a red box. The left sidebar contains a search bar and a 'Tasks' section, with 'Pending Tasks' also highlighted in red. The main content area is divided into two sections: 'Pending Tasks (Assigned To Me)' and 'Pending Tasks (Assigned By Me)'. The first section contains a table with one record, where the 'EGMS ID' 'ASR-002' and the 'Subject' 'Complete and Submit Assurance for Fiscal Year 2020' are highlighted with a red box. The second section is empty, showing 'No records found'.

Enterprise Grants Management System

HOME Opportunities Applications Grants Monitoring

Search

Search...

All

Tasks

My Tasks

Pending Tasks

Org wide Pending Tasks

Completed Tasks

Activities

My Organization/Profile

Manage Organization Profile

View Users

Useful Links

Utah.gov

Grants.gov

REI Systems Inc

Grants Portal

▲ Pending Tasks (Assigned To Me)

Search...

EGMS ID	Type	Subject	Assigned By	Due Date	Phase Name	Actions
ASR-002	Complete and Submit Assurance	Complete and Submit Assurance for Fiscal Year 2020	Rebecca Nielsen	05/27/2020	RecipientHo...	▶

Total Records: 1

▲ Pending Tasks (Assigned By Me)

Search...

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

Risk Assessment



New form completed as part of SFY-2021 applications and future programs

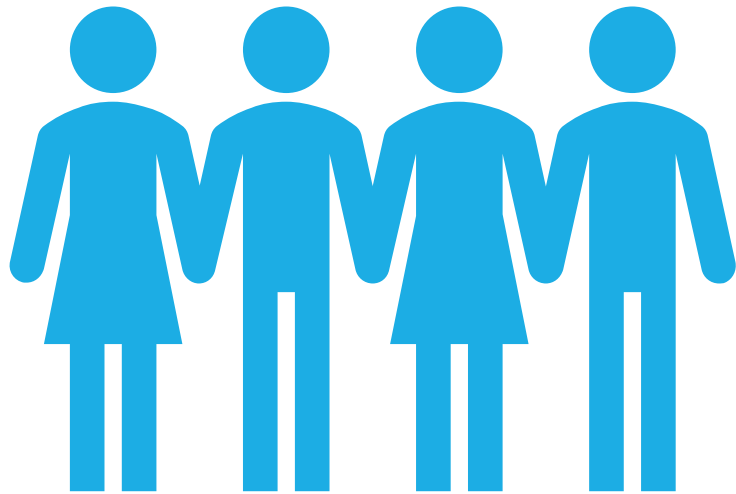


Risk assessments will be used by section staff to determine monitoring activities

Site Visits / Desk Reviews



Site Visits - Contacts

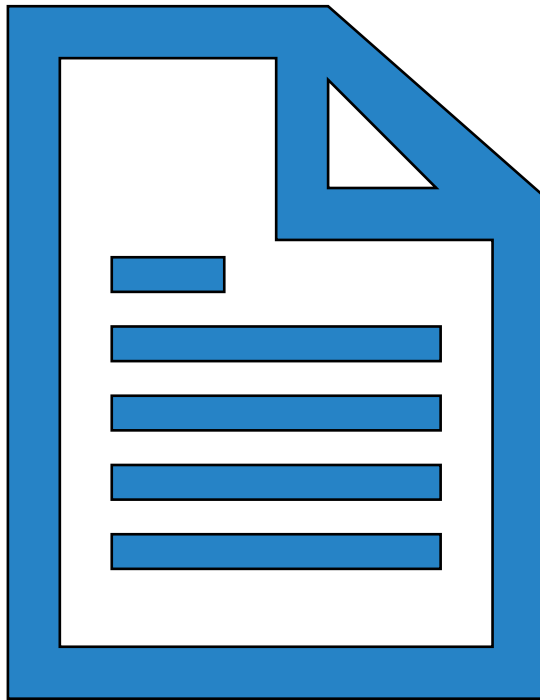


Notification email will be sent from Utah Grants to all Site Visit Contacts

Contacts do not need to be Utah Grants Users to receive notification

Site visit record can be accessed by any active system user

Expected that site visit will be managed by existing user

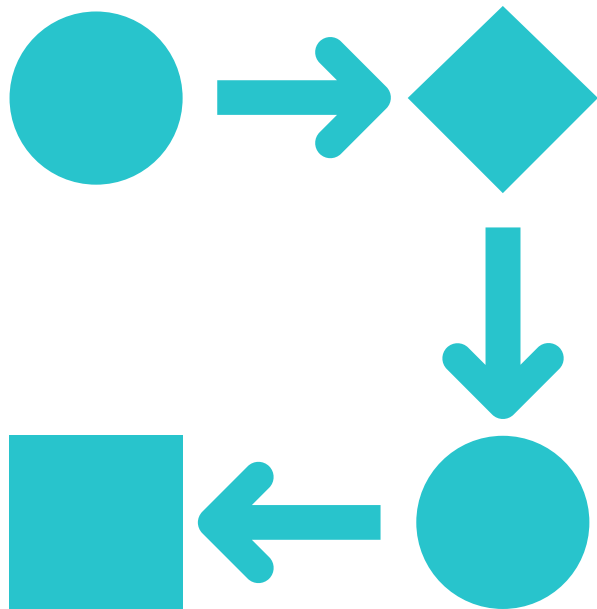


Site Visits - Documentation

USBE Program Offices can associate/link site visits with multiple programs for better coordination between programs

All documentation requested and documents provided are attached directly in Utah Grants

Attachments are to be included as per instructed by site-visit team (prior to audit or during the audit).



Site Visits - Process

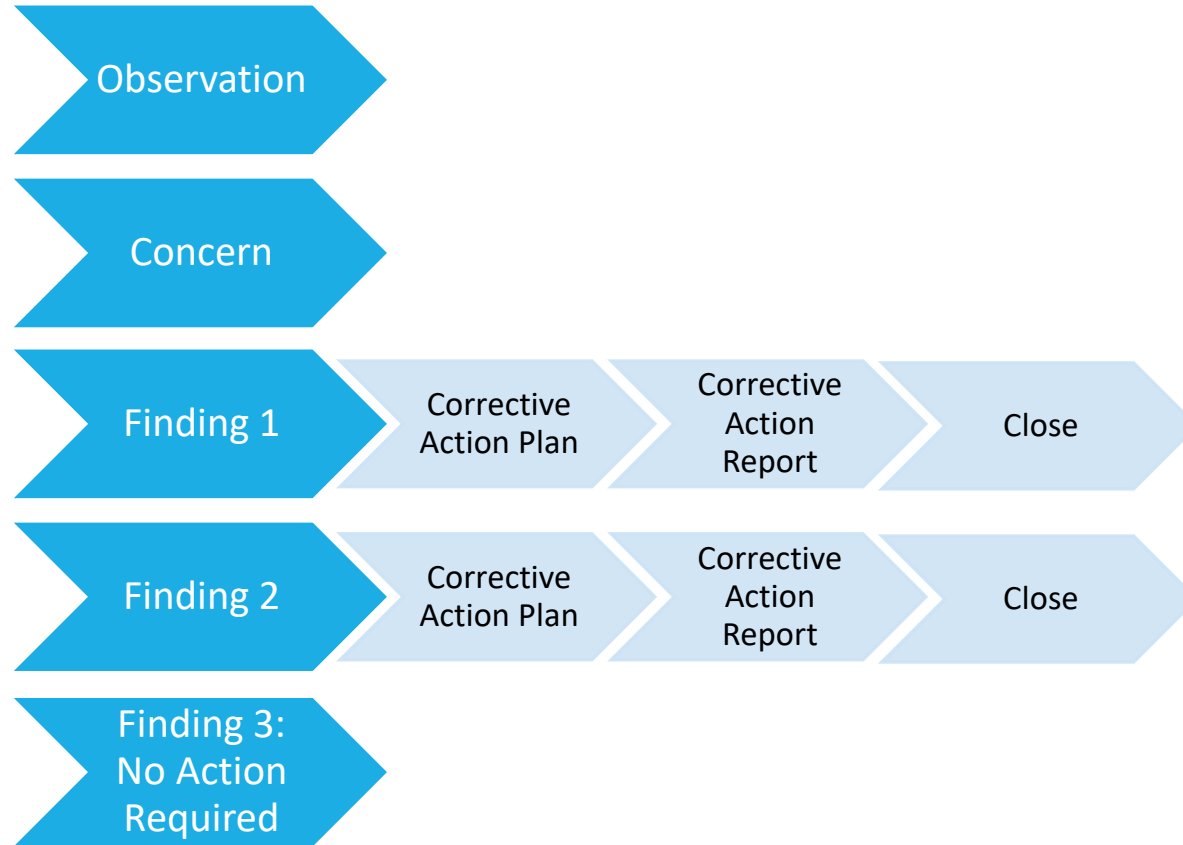
New workflows will take some getting used to. Program Staff and Utah Grants Team can be technical resources.

Program Staff will also be sending communications outside of Utah Grants while ramping-up.

Program Office determines if mandatory to use site visit module or send documentation via other means.

Comprehensive way to notify, document, and report on site visits

Site Visits – Outcomes



Utah Grants

Overview

The State of Utah is implementing a common Electronic Grants Management System (EGMS), known as [Utah Grants](#). Utah State Board of Education is in the process of transitioning grant management activities to Utah Grants.

Utah Grants will provide a common, centralized, end-to-end grants system. All flow-through funds will be managed and tracked in Utah Grants. Utah Grants will eventually replace the Utah Consolidated Application (UCA) and will eliminate the need for email or paper applications and reimbursement requests.

Utah Grants will be the comprehensive solution for grant life-cycle management, including grant applications, budgeting, awards, revisions, reimbursement requests, progress reports and monitoring.

Utah State Board of Education will go live with a limited number of programs in May 2018. Remaining grants will be transitioned into Utah Grants by September 2018.



Grants Management System

- [Budget Revisions in Utah Grants](#)
- [Budgeting Tool for Standard Budget](#)
- [Competitive Grant Applications in Utah Grants](#)
- [Dashboards for Subrecipient Grant Users](#)

- [New Allocation Budget Revisions in Utah Grants](#)
- [Requesting Reimbursements in Utah Grants](#)
- [Subrecipient User Roles](#)
- [Title IA Application Forms](#)

<https://www.schools.utah.gov/financialoperations/utahgrants>

Utah Grants Support

Questions?

Email: UtahGrants@schools.Utah.gov

Phone: 801-538-7604