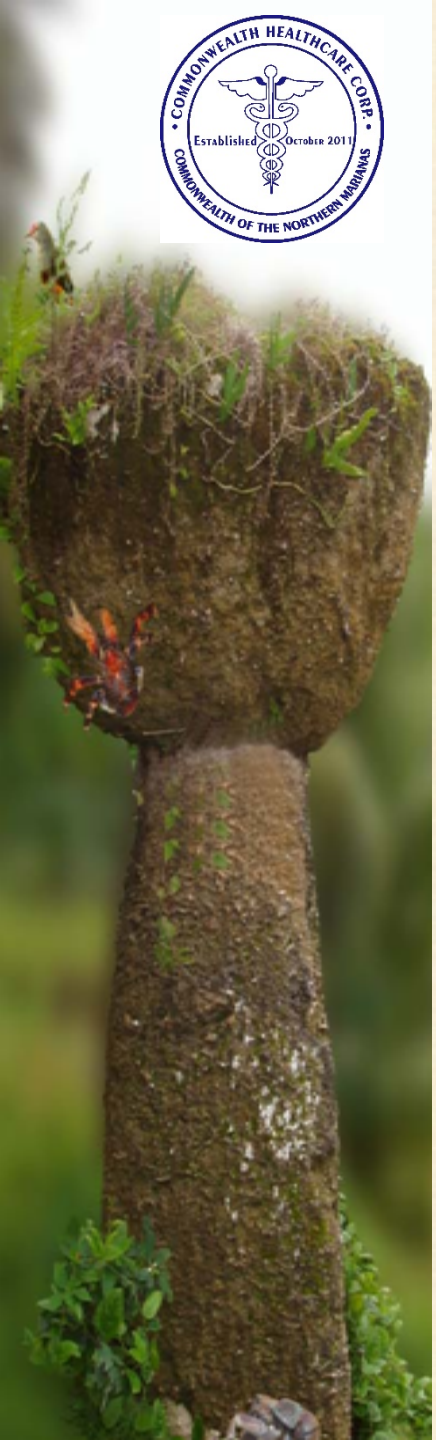


CHCC Grants Management

PIHOA 2019

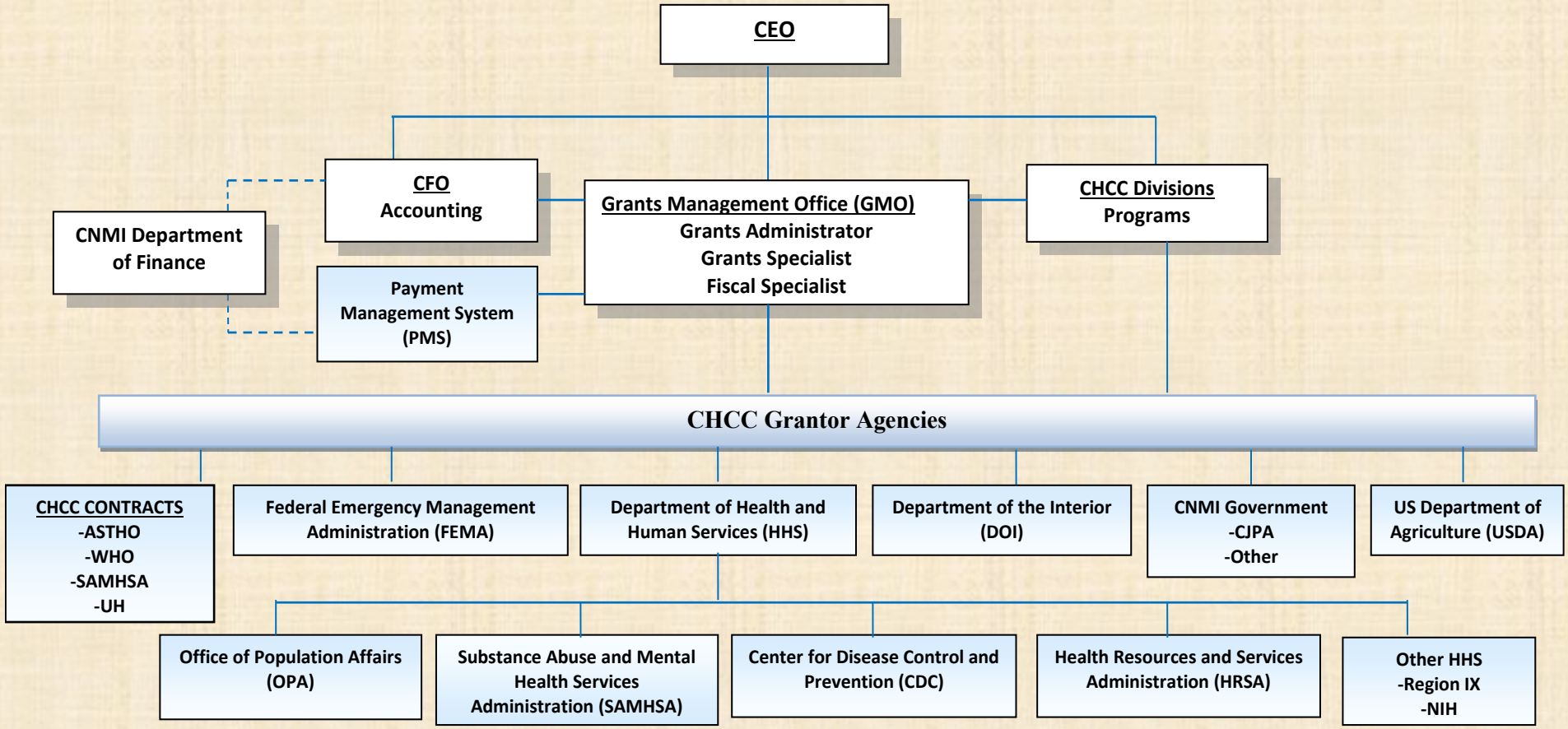
Vincent N. Camacho, GMO

COMMONWEALTH HEALTHCARE CORPORTATION

Esther Muna, CEO

GMO Establishment Realized (Coordination)

CHCC GRANTS MANAGEMENT OFFICE ORGANIZATIOAL CHART



Submitted by: Vincent N. Camacho
CHCC, GMO

Concurred by: Derek Sasamoto
CHCC, CFO

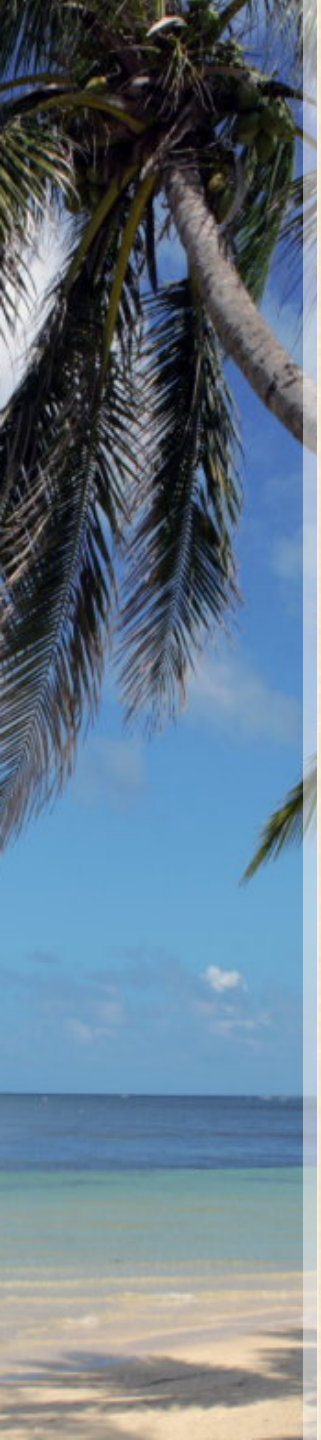
Approved by: Esther L. Muna
CHCC, CEO

Grants Management Take Aways

- It's who you know:
  - Point of contact for grants management
  - Contacts for Programs
  - Contacts for Finance
  - Grantor and PMS Contacts
- Have required policies in place
- Familiarize and respond to Audits
- Ensure access to federal online systems
- Monitor implementation, reporting, important dates.
  - Review grant requests
  - Monitor Budgets and Expenditures
  - Keep grant files for audit
  - Track submission and closeout dates

Federal Risk Assessment

- Under the UGG, Federal agencies are ***required*** to assess risk prior to awarding a grant. Criteria may include:
  - Financial stability
  - Quality of management systems/ability to meet standards
  - History of performance
  - ***Prior audit reports / findings***
  - Ability to implement requirements



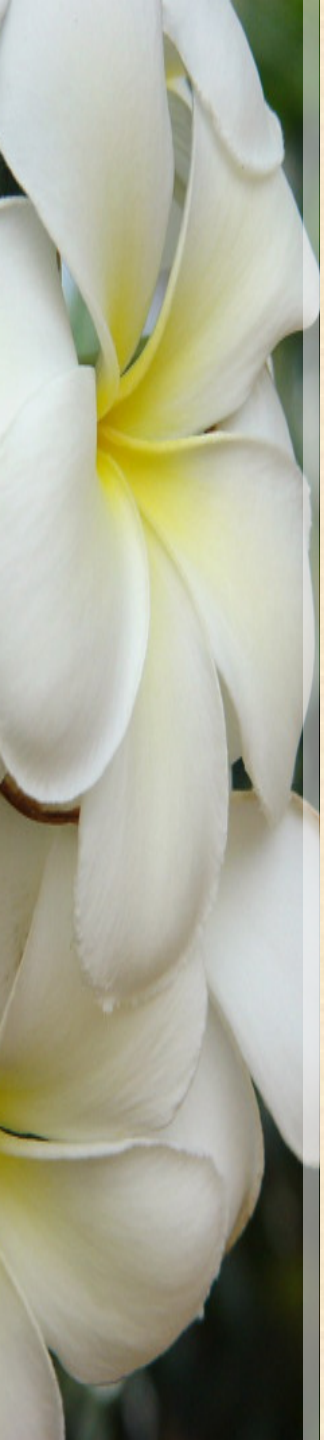
Grants Management

Financial Management

Grantees must have written policy requirements for financial management (2 CFR 200)

Written policy should include requirements for:

- Comprehensive internal controls
- A local financial management system
- Making Sub-awards
- For Audits



Grants Management

Audit Resolution

- Grantees are responsible for Corrective Action Plans
- Grantees will receive notices from each Grantor regarding Audit Findings and Questioned Costs.
- It is up to the Grantor to allow or request for pay back of questioned costs

Grants Management

Federal Online Systems

HRSA - Electronic Handbooks (EHB)
SAMHSA - eRA Commons/WebBGAS/etc.
CDC – Grantsolutions/SAM/RedCap/etc.
Grants.gov
SAM.gov
Payment Management System

Examples of use:

- Submit applications
- Correspondences
- Retrieve NOA's
- Submit FFR's
- Etc…

Best Practices

- Know your Grant-funded Programs
- Track key grants information through a simple Excel worksheet
- Develop a calendar of action items for grants; meet regularly
- Develop and update Internal Policies/Procedures
- Provide Training and needed Technical Assistance
- Ensure information is shared for reporting and other requirements
- Monitoirng allowable and unallowable costs. Spending properly is better than not spending funds.
- Carryover requests and No Cost Extensions are allowable