NGMA's 2018 Annual Grants Training
April 3-5, 2018
Crystal City Gateway Marriott, Arlington, VA

Breakout Sessions
Below is a sample of NGMA's 2018 AGT breakout sessions. This list is subject to additions and changes.

A Practical and Cost Effective Approach to Subrecipient Monitoring
This will be a hands on and interactive session, we will utilize templates, tools and games to explore how an entity can effectively implement a subrecipient monitoring program that will comply with the UGG standards and not break the bank. This course will walk through risk assessment tools and templates and provide step by step instructions to creating a monitoring plan. There will be time allotted for questions so that attendees and presenters may learn from one-another and strategies for addressing issues may be discussed as a group.
Presented by: Mark Maraccini and Lisa Stinson, Crowe Horwath LLP

Application Submission and Review Process Uncovered!
Do you ever wonder what happens to your application after submission? Come learn about application guidelines, listen how government agencies conduct a fair and transparent review process, and engage in discussions to clarify common myths! This session will discuss the government application submission and review process and how this knowledge can be used to your benefit. NIH, CDC, SAMHSA, and HRSA will discuss the application and review processes at their Agencies. Understanding who the funder is, what the requirements are, and what they are looking for can be confusing at times; this is your opportunity to participate in a panel discussion and ask questions.
Presented by: Jeannie B. Davis, HRSA; Priti Mehrotra, NIH; Carolyn Beins, SAMHSA; Jenny Korh, CDC

Breaking Bad: Internal Control Mistakes That Sabotage Your Grants
Sweeping changes in the federal grant regulations known as the Uniform Guidance created a radically different accountability landscape for federal grant recipients. This presentation walks through a variety of real-life case studies to demonstrate how weak controls can break the trust of funding agencies and donors to sabotage future funding. In this session, Lucy will walk through practical steps you can take to avoid problems and strengthen key practices at your organization.
Presented by: Lucy M. Morgan, CPA, MBA, MyFedTrainer, LLC

Certified Grants Management Specialist (CGMS) - Certification for Grant Professionals - All About CGMS!
Come hear an overview of the Certified Grants Management Specialist (CGMS) Certification. The CGMS credential is extremely important in validating the knowledge of grant professionals, especially as it relates to the full lifecycle of grants management. In this session, participants will understand the inception of the credential, the application process, exam registration and testing process. Participants will also explore how the Grants Management Body of Knowledge (GMBoK) training can aid and assist in the CGMS exam readiness.
Presented by: Shelly Slebrch, NGMA and Cynthia Branch, CGMS, American Thrombosis & Hemostasis Network

Code of Ethics and Professional Conduct for Grant Professionals

Grant Professionals must be committed to doing what is right and honourable. This presentation describes the expectations that we hold as grant professionals in the grant management field. It articulates the ideals to which we aspire as well as the behaviors that are mandatory in our professional and volunteer roles. Grant professionals must set high standards for themselves and aspire to meet these standards.

Presented by: Benjamin Kofi Quansah, CGMS, Crown Agents Ltd, Complementary Basic Education Programme and Shelly Slebrch, NGMA

Compression Planning®: 40 Years of Getting to Better Decisions Faster

This hands-on session will provide an overview of a highly successful and structured process to plan each segment of the grant cycle (RFP, program design, evaluation, proposal, management, etc.) in a shorter period than traditional meetings. Compression Planning® was developed by McNellis & Associates in 1978. Combining best practices created by Leonardo da Vinci and the Walt Disney Corporation, the seven-step process compresses the time needed to develop effective project plans.

Presented by: Stacy Fitzsimmons, SNF Writing Solutions, LLC

Current Enforcement Environment for Federal Grantees

In recent years, there has been a significant increase in scrutiny of Federal grants and grantees by agency Offices of Inspectors General and the Department of Justice in an attempt to ensure compliance with grant terms and conditions, as well as combat fraud, waste and abuse. This environment has created increased legal risks for all grantees, including non-profit organizations. This program will cover the key areas that these enforcement authorities are investigating.

Presented by: John Prairie and Brian Walsh, Wiley Rein LLP

Current Issues in Grants Management: A Cross-Sectional Panel Discussion

During this interactive session, grants professionals representing various industries and with differing roles and responsibilities will discuss both current and anticipated challenges within the grants administration field. The session will be facilitated and will cover matters pertaining to indirect costs, how grant recipients are managing evolving and/or changing expectations from the Federal Government and pass-through entities, implementation issues specific to the Uniform Guidance, and more. There will be time allotted for questions from the audience so that attendees and presenters may learn from one-another and strategies for addressing issues may be discussed as a group.

Presented by: Kerry Neal, EPA; Eric Russell, Crowe Horwath; and Monique Franklin, City of Atlanta

Cybersecurity for Grants

Cybersecurity has continued to be a hot topic, and current threats such as whaling and ransomware have increased the need for organizations to not only protect against threats, but to minimize the damage when an incident occurs. The Uniform Guidance places responsibility on grantors and grantees to protect data of recipients and others. The ability to recover from advanced threats is a critical component to a comprehensive cybersecurity program.

Presented by: Mike Del Giudice, Crowe Horwath LLP and Jarvis Rodgers, US Department of Health and Human Services

Federal Grants Budgeting: How to Prepare an Application Budget & Monitor in the Post Award Phase using Draw-Downs
We will cover the steps for preparing a Federal grant budget and budget narrative. We will go through a complete application budget model that includes the SF 424 summary, detailed backup for each line item budgeted, and the associated narrative. The session will include best practices in the development of budget as well as monitoring tools such as budget vs. actual on a monthly and yearly basis using draw-downs.
Presented by: Paul H. Calabrese, Rubino & Company, CPAs & Consultants

From Principle to Practice: Implementing Change in Your Organization
As the impact of Uniform Guidance continues to be felt, preparing your organization for changing Federal regulations and implement meaningful change can be challenging. Hear from two of the industry's leading grants manager about how they have implemented major grant reform and the impact it has had in their organizations.
Presented by: Merril Oliver, eCivis Inc and Matthew Hanson, State of Arizona

How to Have a Compliant and Efficient Time and Effort System
This session will discuss how subgrantees can comply with the time and effort requirements under the UGG while utilizing available flexibilities. This session will review the prior OMB rules, the changes under the UGG and provide practical advice on how agencies can navigate this complex rule and be compliant. The session will also provide audit findings, discuss how they could have been avoided and provide practical examples of how agencies can track time and effort under the UGG.
Presented by: Tiffany W Kesslar, Esq. and Bonnie Graham, Esq., Brustein & Manasevit

Intellectual Property Rights' Agreement--Do We Really Need One?
This workshop is designed to guide the grants manager on drafting and developing an effective IP agreement, as required by certain funding sources prior to issuing project awards.
Presented by: Andrea Adkins, University of Central Florida

Introduction to the Paperwork Reduction Act
All applications, forms, reports, and surveys Federal agencies use are subject to the Paperwork Reduction Act (PRA). This means that PRA must be taken into consideration when grant programs seek to make changes to applications or compliance reports. Additionally, Federal grant-making agencies are in the process of evaluating ways to consolidate information collections. This session is intended for Federal grants management practitioners to gain a greater understanding of the PRA, requirements, processes, and timelines.
Presented by: Brette Fishman, Community Development Financial Institutions Fund (CDFI Fund),
U.S. Department of the Treasury

Is It Art or Science: Effectively Responding to Audit Findings
Understanding compliance requirements and designing internal controls are hugely important, but even the best control system may fail to detect some instances of noncompliance and result in audit findings. One of management's most important responsibilities is drafting responses to findings – responses that serve as the first line of defense against findings for recovery. During this session, participants and presenters will discuss the contents and structure of audit findings, strategies for developing effective, responsive management responses, and will deconstruct example responses
Presented by: Lori Gurrero, King County (Washington) and Eric Russell, Crowe Horwath LLP

Match Making: Finding and Tracking Matching Funds in Federal Grant
Match? Cost share? In-kind? Cash? What's the difference and how do you demonstrate/document a match appropriately? Yes, it's a lot of work, but it is possible to meet funder requirements without angering partners, vendors and bosses! In this session, we'll look at the what, when, and how of capturing matching funds or cost share to meet your federal project obligations, and provide a few tools to make it (nearly) seamless.
Presented by: Johna Rodgers, Johna Rodgers Consulting, LLC

Planning and Managing Construction Grants
Congratulations – you have received a construction grant, now what? Construction projects are complex, costly, and lengthy, making adherence to grant management requirements both more complicated and crucial. Attorneys from FTLF's Federal Grants Practice Group will address all phases of a construction grant and grant management requirements relevant to each, including, the federal procurement standards, cost principles, and federal interest considerations. In addition, they will discuss areas where grantees are most likely to encounter compliance issues.
Presented by: David Bender and Scott Sheffler, Feldesman Tucker Leifer Fidell LLP

Pre-award and the Reduction of Applicant Financial Risk
2 CFR 200.205 "Federal Awarding Agency Review of Risk Posed by Applicants" requires each HHS OPDIV to develop a process for conducting pre-award risk assessments to determine the risk an applicant poses to meeting federal programmatic and administrative requirements by taking into account financial instability, among other factors. This session will cover how HRSA identifies and mitigates pre award financial risk and the effects on an entity's grant application.
Presented by: Sherry Angwafo and Sandy Seaton, Health Resources and Services Administration (HRSA)

Recent Legal Cases Affecting Grants Administration
Each year there are numerous important judicial, legislative and administrative decisions that address all aspects of federal grant law. These decisions shape the way the law is interpreted and ultimately applied by federal grantees. This session led, by experienced federal grants attorneys Nicole Bacon and David Bender, will discuss the important rulings that have occurred over the last year and their impact on federal grantees.
Presented by: Edward "Ted" Waters and Nicole Bacon, Feldesman Tucker Leifer Fidell LLP

Sub-recipient Non-compliance, is Your Monitoring Program Strong Enough?
We are all doing more with less these days and it seems monitoring takes a back-seat to other critical grants management tasks. However, it is often overlooked the risk that agencies are taking when not developing a comprehensive monitoring program or completing monitoring reviews late in the grants process. Just because a sub-recipient agency is strong in meeting their program specific goals, does not mean they are properly administering the funds in accordance with requirements. This presentation will provide case study examples from audits from the US Department of Homeland Security, Office of Inspector General over two federal programs in Ohio that had significant questioned costs because of sub-recipient non-compliance. How sub-recipient monitoring efforts could have prevented or detected these issues will be discussed, as well as, provide agencies with some ideas on how to strengthen their current monitoring programs.
Presented by: Stacie Massey, Ohio Office of Budget and Management

The False Claims Act and You
The civil False Claims Act (31 U.S.C. §§ 3729 – 3733) is one of the Federal government's most potent anti-fraud tools. Its most commonly used provision prohibits "knowingly" presenting false claims to the government and violations are subject to treble damages plus penalties. Grant funded program leadership must be aware of this law, the common ways it impacts programs, and most importantly, the best ways to avoid these issues.
Presented by: Ken Dieffenbach, U.S. Department of Justice Office of the Inspector General

Tools You Can Use – Engaging and Managing Diverse Stakeholders
Who are your stakeholders, what do they want, and how do you manage their needs and your needs at the same time? Grants managers regularly interact with diverse stakeholders with competing priorities. The objective of this session is to provide participants with methodologies and resources to evaluate stakeholder needs in order to cultivate effective relationships.
Presented by: Brette Fishman, Community Development Financial Institutions Fund (CDFI Fund),
U.S. Department of the Treasury

Understanding Cost Sharing
This presentation focuses on understanding cost sharing/match and its role in grants when the funder requires contributions from awardees. The presentation looks at identifying cost sharing/match language in a NOFA/RFP, applying it to a proposed budget and strategies for meeting those requirements throughout the grant cycle. This presentation also focuses on securing third party commitments for cost sharing/match and tracking those commitments throughout the lifecycle of the grant.
Presented by: Glenn McCormick, JD, Broward County Government

Using Change Management Principles in Grant Administration
Change management principles aren't just for technology development – they're useful wherever change occurs. Grant administration has experienced significant change with the deployment of the new Uniform Guidance, data requirements, increased competitiveness for funding, and more. Grant administrators experience change in processes, organization structure, and new technology which drives a need to move quickly toward new objectives. Attendees will receive foundational knowledge on ADKAR (Awareness, Desire, Knowledge, Ability and Reinforcement) and practical application including reducing resistance.
Presented by: Linda Flickinger, The Supreme Court of Ohio