



**2018 Board of Directors Nomination Attestation**

I am requesting to be nominated to serve as a Director on NGMA's Board of Directors for a term beginning May 1, 2018.

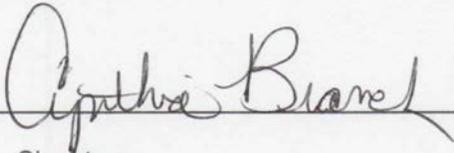
Please check the boxes below that you can attest to:

- I understand that if I do not meet the minimum criteria established for nominees or I do not submit the requested materials about my qualifications **on or prior to Wednesday, January 31, 2018**, I will not be included on the slate of candidates.
- I understand that being accepted as a nominee does not guarantee being elected as a Director.
- I understand that the election will be based on a simple majority vote of the membership.
- I understand that the responses on the 2018 Board Nomination Application will be shared on NGMA's website.
- I understand that if I am not elected for a term beginning in 2018, I am eligible to be re-nominated for the 2019 election.

By signing below, I certify that everything checked above is true and accurate.

Cynthia Branch \_\_\_\_\_

Name (print)

 \_\_\_\_\_

Signature

Email this signed attestation form and the completed application below to Shelly Slebrch at [shelly@ngma.org](mailto:shelly@ngma.org), no later than COB, January 31, 2018.



## 2018 Board of Directors Nomination Application

**NAME:** Cynthia Branch

**ORGANIZATION:** American Thrombosis and Hemostasis Network (ATHN)

**TITLE:** National Contract Manager

**ADDRESS:** 1439 Joyce Drive, Flossmoor IL 60422

**PHONE:** (708) 663-6664

**EMAIL:** [cbranch@athn.org](mailto:cbranch@athn.org)

1) **Brief background statement, including education, training, and career path.**

Cynthia Branch is a seasoned professional; she holds the Certified Grants Management Specialist (CGMS) credential. She has the ability to work, manage staff and processes around a strategic vision of producing a comprehensive and coordinated grants management structure responsive to both internal and external stakeholders. She has a MBA with a concentration in Non-Profit Management. She is also a Credential Certified Association Executive (CAE). She brings over 20 years of experience in the areas of Grant/Contract Management; Grantwriting/Resource Development; and Financial/Nonprofit Management. Prior to joining ATHN, Cynthia worked for the American Medical Association (AMA), the Community and Economic Development Association of Cook County (CEDA, Inc.), and the Cook County President's Office of Employment Training (POET). In these roles, she worked with local, state and federal funders to develop programs and direct several grant funded initiatives.

2) **Current professional position and description of grant-related duties.**

Cynthia is the National Contract Manager for the American Thrombosis and Hemostasis Network (ATHN). She utilizes her expertise and background to support over 135 ATHN Affiliate Organizations (Hemophilia Treatment Centers) throughout the country through the following: contract development, negotiation and execution; training and technical assistance support; and reconciliation of invoices for reimbursements. She manages a diverse mix of contractual engagements for both grant-related and private funding. Additional grant-related duties include: managing funder contracts with CDC and HRSA; developing, negotiating and managing subawards and 2<sup>nd</sup> tier relationships, assisting with close-out and audits. She supports ATHN's executive leadership as they develop and implement new program initiatives to further expand, support, and provide assistance to ATHN's Affiliates, Sponsors and Partners in the Hemophilia Community. Cynthia is currently working with members in the Chicagoland area to establish the NGMA Chicago Chapter to promote the educational menu and training services leading to the CGMS credential. A strategic vision is underway to assess members knowledge, establish a knowledge baseline for the group, and access the diverse opportunities for continued education.

3) **A statement of your vision/direction for NGMA and how you see us achieving this.**

NGMA has been vital in educating members on the standards and best practices in Grants Management. Thereby assisting professionals to assess and mitigate risk to their organizations, their partners, funders and sponsors. I feel led to serve the NGMA organization and its members in bringing more national attention to the CGMS brand as the standard for Grant Management professionals and to uphold the high-quality standards in NGMA's education and expand its offerings to new stakeholders. NGMA has to be very bold in approaching new stakeholders and exposing them to the rich diversity of education and training offered through the Association (including GMBok training). We have keep asking, "How can we further challenge our organizations to utilize best practice approaches when dealing with federal funds?" "Are our funders seizing the opportunities under the Uniformed Guidance to create consistent practices in their approaches to Subrecipients, etc." NGMA works across several systems, from government to nonprofits, educational institutions and tribal organizations, etc.,



helping each of us to access broad based training and tools which can demystify grant processes and unconvoluted compliance, etc. This is a win/win for the Grants Community, at large.

**4) Please describe what governance skill sets you will bring to the NGMA Board (check and describe all that apply).**

- Financial Management
- Financial Planning and Budgeting
- Education and Training
- Professional Certification and Credentialing
- Public Affairs and Marketing
- Other (please describe)

**5) Describe what additional skills/knowledge/strength you will bring to the NGMA Board.**

I am very committed to excellence and will not shy away from hard tasks. I am very collaborative in my approach to problem-solving. I am willing to share information, tackle high level priorities, and work toward consensus building.

**6) Given resource restraints, what suggestions would you make to move NGMA forward?**

As a Board Member, I would be expected to leverage my time, talents and expertise to focus on high-level priorities to assist in moving NGMA forward. There may also be strategic opportunities to write for capacity building funds to assist NGMA in attaining certain capabilities as it continues to support its Membership. These are just a couple of simple strategies that could make a difference for the organization.

**7) What is your availability and how much time can you devote to NGMA?**

I can devote approximately 5-6 hours a month to NGMA call meetings. With advance notice, I can make myself available for on-site meetings, 1 per quarter. I am committed to being in attendance at the Annual NGMA Conference to seize the opportunity for strategic/tactical planning in tandem with other Board Members.

**8) Please address the criteria for candidates, as presented in the Call for Nominations by checking any appropriate boxes as they pertain to you and answering any question as you deem appropriate:**

- Are you currently a member in good standing?
- Have you been a member in good standing for at least the past two full years?
- Have you demonstrated previous involvement in NGMA (involvement can include but is not limited to: served on the NGMA Board, serving on a committee, presenting for NGMA, etc.)?
- Do you agree to sign and uphold the NGMA Conflict of Interest and Confidentiality Agreement?
- Will you uphold the NGMA Bylaws?
- Do you have the time and energy to actively contribute to the organization, including participation in meetings?
- Are you able to utilize email and other electronic communications to actively participate in the administration and operation of the organization?
- If you did not check one of the boxes above, please explain why.

Email the signed attestation form and the completed application to Shelly Slebrch at [shelly@ngma.org](mailto:shelly@ngma.org), no later than COB, January 31, 2018.