



**National Grants Management Association**

**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.

Sharon Gordon

Sharon Gordon

Name (print)

Signature

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



## 2018 Board of Directors Nomination Application

**NAME:** Sharon Gordon

**ORGANIZATION:** Hillsborough County BOCC, Florida

**TITLE:** Compliance Manager

**ADDRESS:** 601 East Kennedy Boulevard, Tampa, Florida

**PHONE:** 813-276-2342

**EMAIL:** gordons@hillsboroughcounty.org

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

I have over 18 year of combined professional experience in the non-profit and local government sector; with 11 full years in local government. I am presently the Compliance Manager for a Hillsborough County BOCC human services department with compliance responsibilities of a community service block grant and energy assistance grants. Previously, with the county, I was the Grants Reporting and Compliance Officer for almost five years with the county's Grants Management Office. In that position, I provided training and grants oversight of the county's grants programs focusing on overarching regulations and aspects of budgeting and reporting. Early in my career, my first professional position was case manager of the Ryan White grant program and Medicaid Waiver. Case Management was my entry into grant funded programs and its intricacies. I have also experienced the evolution of grants regulation and its related policies, to what is now the Uniform Guidance. My career has evolved to administrative and operational compliance activities at the managerial level.

I earned my *Masters of Public Administration* from the University of South Florida and my Bachelors of Psychology from the *University of Central Florida*. My keen interest in aging led me to also earn *Certificates of Gerontology* at the Bachelors and Graduate level. I have extensive training in grants management through agencies such as Grants Management USA and also the National Grants Management Association training conferences and webinars. I've received training courses in Lean Six Yellow Belt and am currently a candidate for a Certified Internal Auditor certification. Due to my prior involvement as a lead functional role of implementation of Oracle Grants Accounting module R12, I completed courses with Oracle University. The courses I completed are *Oracle Business Intelligence* and *Oracle R12 Grants Accounting Fundamentals*. In turn, I have provided extensive grants training to local government staff and local non-profits. I have also presented at two NGMA training conferences and at a local NGMA event in my region this past December 2017.

My career path has been progressive and I am embracing my journey. I am thankful for all past, present and future persons who are and will be a part of it. In every situation I learn, grow, trust my intuition and become wiser. With that I can contribute more in my career and to society. My motto is that opportunities and challenges brings growth and wherever I can help an organization, team, or individual benefit from that, it provides me a sense of fulfillment.



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

I am presently the Compliance Manager for a Hillsborough County BOCC human service department with compliance responsibilities of a community service block grant and energy assistance grants. I assure adherence to grant terms, outcomes and reporting. I also serve as a liaison and member of community boards.

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

NGMA is my main portal for grants updates and training. It is a well informed and professional organization that I have enjoyed being a part of throughout the years. My vision/direction for NGMA is to continue seeking expansion in regions throughout the USA having prominence in all representative regions. Also, to seek opportunities at an international level. I'm going on the limb by also suggesting expansion into contracts training; to expand more on the dynamics of federal grants and federal contracts.

**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)  
Compliance / Audit

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

Training; group facilitation; project/program planning and development; contracts management.

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

Continue to embrace technology and the use of social media. Recruit and involve interns from universities. Recruit retired professionals to provide training, knowledge transfer and to promote the mission and strategic objectives of NGMA.

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

I am engaged in my career and can meet the requirements to serve on the board. My availability for the multiple meetings per year is via teleconference and preferably after 5:00 or during lunch.

**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?



**National Grants Management Association**

- 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.