

## 2022 Grants Management Symposium

December 8, 2022

### DRAFT Agenda

<b>Getting Organized</b>	
<b>8:30 AM-9:00 AM</b>	<b>Arrival/Networking</b>
<b>9:00 AM – 9:30 AM:</b>	<b>CDBG Program Overview, Eligibility</b> <i>Presenters:</i> Ann Karlene Kroll, Director of Grants Management Patrick Scheld, Grants Management Supervisor
<b>9:30 AM– 10:00 AM:</b>	<b>Navigating GEARS &amp; Opening an Application</b> <i>Presenters:</i> Cindy Blondin, Grants Management Analyst
<b>Getting Started</b>	
<b>10:00 AM – 10:30 AM</b>	<b>Environmental Review Tips and Tricks</b> <i>Presenters:</i> Grace Vinson, Environmental Officer Gretel St. Lawrence, Environmental Specialist
<b>10:30 AM– 10:45 AM</b>	<b>15 Minute Break</b>
<b>10:45 AM-11:15 AM</b>	<b>Award Conditions &amp; Understanding the Grant Agreement and Special Conditions</b> <i>Presenters:</i> Nathan Cleveland, Community Development Supervisor Maxwell Krieger, General Counsel
<b>11:15 AM-11:45 AM</b>	<b>Contracts, Procurement and Davis Bacon (GEARS Reporting)</b> <i>Presenters:</i> Juliann Sherman, Grants Management Specialist Ann Karlene Kroll, Director of Grants Management Cindy Blondin, Grants Management Analyst
<b>11:45 AM- 12:45 PM</b>	<b>Lunch/Networking</b>
<b>Managing the Grant, Closing out the Grant</b>	
<b>12:45 PM – 1:30 PM</b>	<b>Documenting Benefit, Progress Reports (Section 3 Reporting) and Final Program Reports &amp; Closeout Walk Through</b> <i>Presenters:</i> Patrick Scheld, Grants Management Supervisor Julia Connell, Community Development Specialist

Managing the Grant, Closing out the Grant Continued	
1:30PM – 2:00 PM	<b>Requisitioning Walk Through</b> <i>Presenters:</i> Juliann Sherman, Grants Management Specialist
2:00 PM – 2:30PM	<b>Single Audit Walk-Through (SAR and SA Plan)</b> <i>Presenters:</i> Cassie Bell, Grants Management Analyst Brett Chornyak, Grants Management Specialist
2:30 PM- 2:40 PM	<b>10 Minute Break</b>
After the Grant	
2:40 PM - 3:10 PM	<b>Closeout Agreements &amp; Closeout Financial Reports (Performing &amp; Deferred Loans) Walk Through</b> <i>Presenters:</i> Cassie Bell, Grants Management Analyst Brett Chornyak, Grants Management Specialist
3:10 PM- 3:45 PM	<b>Post Meeting Technical Assistance Available</b> Handouts: <ul style="list-style-type: none"> <li>• URA</li> <li>• Update Chapter in GMG on Award Conditions &amp; Understanding the Grant Agreement and Special Conditions</li> <li>• Section 3</li> </ul> <p><i>CDS &amp; Grants Management Staff will be available for additional questions.</i></p>
3:45 PM	<b>Adjourn</b>