



Climate Program Office Review

May 24-26, 2022

Pre-Recorded Presentation Supporting Review Activity
Area 5: Portfolio Management, Administration and
Organizational Excellence

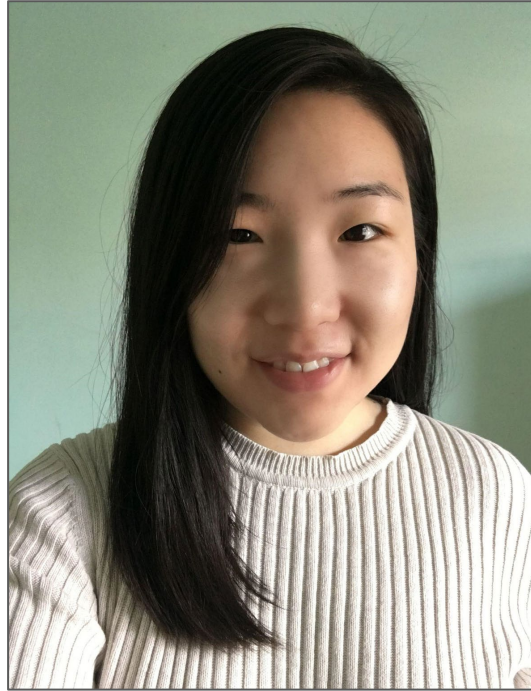
Grants Management

Kathleen Palermo, Anne Li and Debbie Galo - Grants Team
CPO/Administrative Services Division

Presenters



Kathleen Palermo, Grants Specialist



Anne Li, Grants Coordinator



Debbie Galo, Grants Specialist

- Grants Team Staffing
- Types of Grants
- Major Accomplishments
- Innovations
- Notice of Funding Opportunity (NOFO)
- Grants Processing Statistics
- Timeline
- Partners/groups
- Grants Routing Process
- Strategic Linkages
- Look Ahead

Team Lead, Management and Program Analyst, (Fed)

- Grants processing, create internal office procedures, manage team's workload, advise Federal Program Officers on grants policy

Grants Management Specialist, (Fed)

- Grants processing, reporting, NOFO preparation, managing the Microsoft Access grants tracking database, special request for applications (RFA's)

Grants Management Specialist, (Fed)

- Grants processing, retention of records, web information for grants, GrantsOnline access, broad agency announcement (BAA) applications processing

Grants Coordinator (Affiliate)

- Grants processing, progress and financial report tracking, special reports

Types of Grants



- **Competitive Grant:** Grants that have been received as a result of the appropriate solicitation of proposals which are submitted through a Notice of Funding Opportunity (or NOFO). They are reviewed based on published evaluation and selection criteria. These applications may be for new awards or for amendments.
- **Non-competitive Grant:** Grants that have been received without a full and open competition. These applications may be used for new awards or for amendments. This also consists of transfers, renewals, and supplements.
- **Broad Area Announcement (BAA):** Small awards, conferences, and any application that would not fall under the competitive NOFO.

Major Accomplishments (FY17-21)



- Incorporated sexual assault & sexual harassment (SASH) language in our NOFOs
- Program Management Information Template
- Created and update Grants Guidance Information for FPO's.
- Processed 100% of awards by the GMD deadline which results in no late grant actions
- Ensured all federal forms are accurate



- Electronic Routing Slip
- Microsoft Access Grants Tracking Database
- NOAA Research & Development Database (NRDD)
- Panel Reviewer Scoresheet Template
- Program Information Sheet Template

A Notice of Funding Opportunity (NOFO) includes all the relevant information and requirements for an applicant to assess their eligibility, competency, and interest in the funding opportunity.

The Grants Team's role in NOFO development includes:

- Meetings with program managers to discuss competition topics and details.
 - Draft competition information sheets, draft competition details in the NOFO.
- Any possible updates to the CPO website.
- Draft the announcement that will be posted on the CPO website.
- Finalize the NOFO and competition information sheets and submit to the Federal Assistance Law Division (FALD) for review and approval.
- Once approved, NOFO will be published on grants.gov and CPO website.
- Email CPO staff alerting them that the NOFO has been published.

New Actions (FY17-21)

- Processed an average of 98 new grants, per year, totaling an average of \$18M.
- BAAs - processed an average of 3 BAAs per year, totaling an average of \$331K.

Continuations

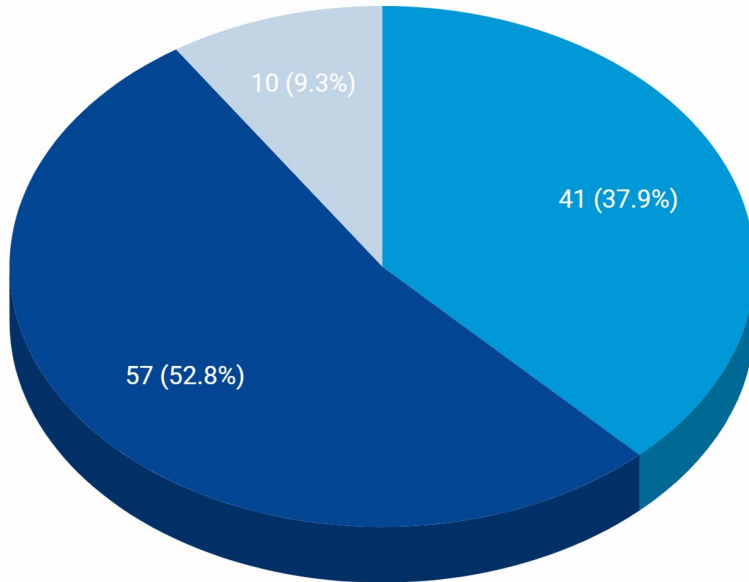
- Processed an average of 112 continued funding actions, per year, totalling an average of \$24M annually.

Grant Statistics (FY17-21)



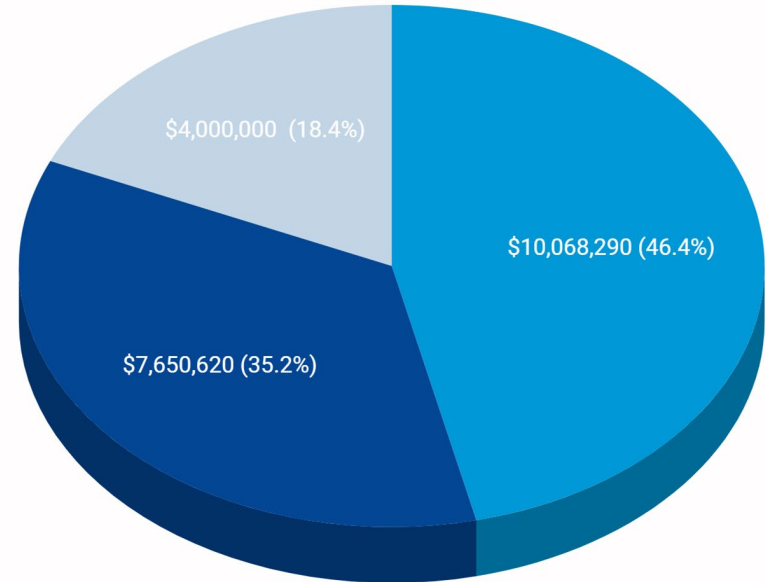
Climate Program Office Award Actions
Average # of Actions (FY17 - FY21)

● Cooperative Agreements ● Grants ● Contracts



Climate Program Office Award Actions
Average Total Funding (FY17 - FY21)

● Cooperative Agreements ● Grants ● Contracts



FY22 CPO Grants Timeline

**LOIs
Due
8/4/21**

**RISA LOIs
Due
10/19/21**

**Continuations
Due
3/14/22**

**Funding
form to
ASD
5/18/22**

**Full
Proposals
Due
10/18/21**

**RISA
Proposals
Due
1/11/22**

**Complete
Panels
4/2/22**

**ASD
sends to
GMD
6/30/22**

Applications and funding memos
to CIs Due 5/9/22

GMD DEADLINE: 7/1/22

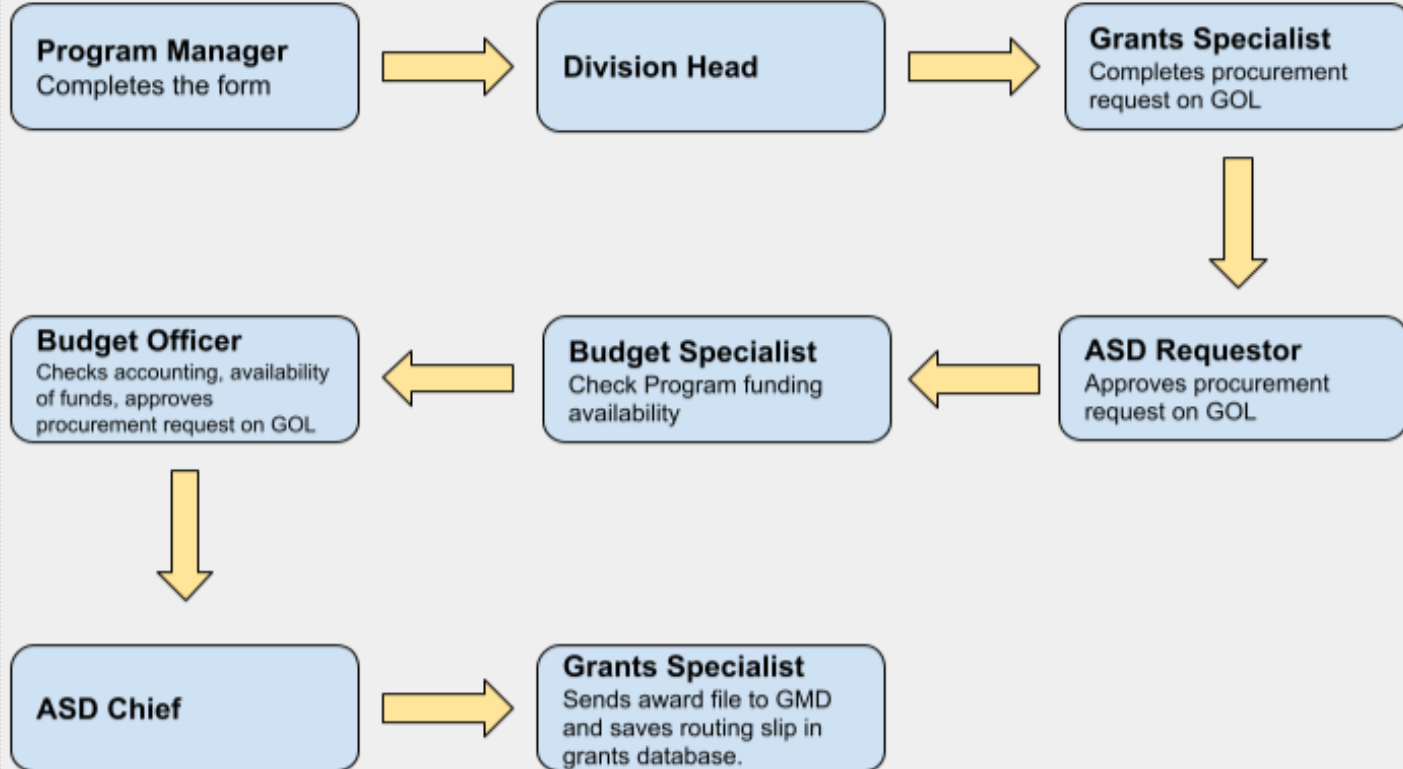
We provide assistance to the following groups:

- OAR Headquarters
- Grants Management Division (GMD)
- Department of Commerce (DOC)
- Federal Assistance Law Division (FALD)
- Universities
- Non-profits
- State and Local Agencies
- International Entities

Grants Routing Process



Order of Signatures



Strategic Linkages (FY17-21)



Grants encompasses all Strategic Linkages.

- Process 100% of CPO grants and CI actions by the end of the third quarter.
- NOFO and financial assistance actions (grants, cooperative agreements, cooperative institutes, etc.)

- Grants Enterprise Management System (GEMS) is a new DOC systems modernization database which will replace the current system starting FY23 (October 2022).
- CPO virtual grant training with taped training sessions for new Federal Program Officers (FPO's)