Climate Program Office Review

May 24-26, 2022

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

Orlando Epps, Chief
CPO Administrative Services Division

Purpose
Set the Stage for Interactive Discussion Session that Follows

- Introduce Staff

- Overview Activity Area and Pre-Recorded Presentations

- Current State-of-Play Affecting Activity Area

- Key Questions/Issues/Challenges

Administrative Services Division (ASD) Personnel

ASD Division Chief

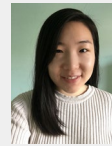Orlando Epps

Grants Team

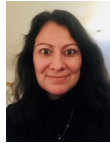Diane Brown

Kathleen Palermo
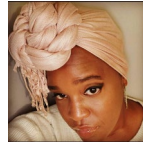

Debbie Galo

Anne Li

Budget Team

Victoria Marin

Cassiopeia McMillan

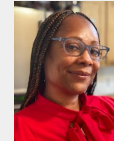Christopher Gaona

Abdoulaye Keita

Administrative Services Team

Barbara Eubanks

Tameika Duvall

Keena Martin-Eley

Cassandra Blizzard

Cooperative Agreement and Acquisition Team

Kendra Hammond

Regina Cain

Key Program/Activities in Activity Area 5

Pre-recorded Presentations

- Budget Formulation and Execution
  Presenter: Orlando Epps

- Grants Management
  Presenters: Kathleen Palermo, Debbie Galo & Anne Li

- Administrative Services
  Presenter: Orlando Epps

- Cooperative Agreements and Cooperative Institutes Management
  Presenters: Orlando Epps & Anne Li

- CPO Diversity Equity and Inclusion (DEI) Program
  Presenter: Regina Cain

- Training the Next Generation NOAA workforce
  Presenter: Todd Christenson

Grants Routing Process

Order of Signatures

Program Manager
Completes the form

→

Division Head

→

Grants Specialist
Completes procurement request on GOL

↓

Budget Officer
Checks accounting, availability of funds, approves procurement request on GOL

←

Budget Specialist
Check Program funding availability

←

ASD Requestor
Approves procurement request on GOL

↓

ASD Chief

→

Grants Specialist
Sends award file to GMD and saves routing slip in grants database.

Grants Timeline

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

Cooperative Agreement Differences

NSCP Themes / Activities

- Visiting Scientist Programs
- Postdoctoral fellowships and internship opportunities
- Large-scale partnerships and initiatives
- Community-building events management

Award Period: 10/1/21 - 9/30/26

Funding Amount: $75M (over 5 years)

CAMP Themes / Activities

- Community-based programs for early career and senior researchers
- Collaborations with international and national partners
- Events Management, Workshops, and meetings
- Fellowships and internship opportunities

Award Period: 9/1/21 - 8/31/26

Funding Amount: $21M (over 5 years)

Cooperative Institute for the North Atlantic Region (CINAR)

Purpose

CINAR's mission is to provide a better understanding of physical and biological processes in the Northeast U.S. Shelf Large Marine Ecosystem, thereby advancing sustainable and beneficial management of its ecosystems and resources.

CINAR is a regional consortium of eight partner institutions led by the Woods Hole Oceanographic Institution (WHOI). Partner institutions include:

- Gulf of Maine Research Institute (GMRI)
- Rutgers University (Rutgers)
- University of Maryland Center for Environmental Science (UMCES)
- University of Maryland Eastern Shore (UMES)
- University of Massachusetts Dartmouth - School for Marine Science and Technology (SMAST)
- University of Maine (UMaine)
- University of Rhode Island (URI)

DEIA Working Group Goals

- Goal 1: Workforce Diversity
  - seek to recruit, attract, and retain a diverse, highly-capable workforce at all levels of employment within CPO.
- Goal 2: Workplace Inclusion and Communication
  - enhance CPO's channels of communication around, and engagement in DEIA programs, activities, and initiatives.
- Goal 3: Sustainability
  - reinforce commitment to prioritize program activities that will carry DEIA principles to our partners, stakeholders, and communities.

CPO Education and Training Investments

CPO Manages:

- CEE Climate Education Program (K-12 & Public)
- William M. Lapenta NOAA Student Internship for OAR
- Climate and Global Change Postdoc (since 1990)

CPO supports financially:

- Significant Opportunities in Atm Research & Science (SOARS) (since 2005)
- AMS Graduate Fellowships (2-3/yr since 1992)

Current State-of-Play Affecting Activity Area

- **Budget** - Not having a full-year budget passed, working in increments through continuing resolutions.
- **Grants** - Currently, the lack of not having funding for grants is affecting the grant processing for all of CPO new grant competitions.
- **Cooperative Agreements** - Keeping track of all funds received across NOAA line offices and ensuring they are received on time to process amendments.
- **Administrative** - Waiting further DOC/NOAA guidance on the updated telework policy and remote work.
- **DEIA** - There has been an increase in interest for EEO/DEIA programs within the line and staff office, however, these efforts can get pushed back due to competing priorities.
- **Next Gen.** - The increasingly high quality of applicants for programs such as the Hollings Scholarship and the Lapenta Internship and the increasing competitiveness of these programs strongly indicate that the demand for opportunities to gain experience at NOAA is very strong.

Key Questions/Issues/Challenges

- **Budget**

- Increasing/managing overhead and meeting congressional numbers - i.e. RISA base at 11.8M while fulfilling funding increase of $2.5M, reprogramming, budget reduction scenarios, Arctic.
- Managing the balance between CPO overhead and programmatic funding.

- **Cooperative Agreements**

- Ensuring program projects align with program priorities.
- Ensuring program projects fit under a cooperative agreement and that the activities are not contractual in nature.
- Making sure that funds sent from other Line Offices to fund the cooperative agreements are not Disaster Relief Supplemental Act (DRSA) or Infrastructure Investment and Jobs Act (IIJA) funds which cannot be applied to the existing awards.
- Ensuring timely request for purchases/acquisitions.

- **Grants**

- Considering more stringent repercussions for missing internal grant deadlines.
- Not having a grants database that can track all aspects of the grants process.
- Not having an approved budget which delays program managers completing grants tasks.
- How can we move to have the majority of the grants processed in the 2nd quarter of the year?
- Considering mandatory FPO training, prior to running a grant competition or working on grants.

Key Questions/Issues/Challenges cont.

- **DEIA**

- Staff do not always have the bandwidth to help with DEIA initiatives.
- Resistance to changes in processes can make implementation difficult.
- How can we incorporate EEO/DEIA into the main strategic plans and operations, so that it is not viewed as another task, but as part of the essence of NOAA/OAR/CPO functioning?

- **Administration**

- Working to improve divisional responsiveness to utilizing tools/resources given to them to help us function in a more streamlined way.
- How to incorporate Smartsheets into our processing protocol?
- Adjusting to a hybrid work environment.

- **Next Generation**

- Rising costs for the Climate and Global Change postdoc program.
- How to ensure sustainability of the William Lapenta internship program?
- How to increase recruitment from diverse talent pools to NOAA educational programs and to its workforce?

Thank you!