



Hoosier Solutions... Today's Grants, Tomorrow's Results

October 2023: I have my grant award. Now what?

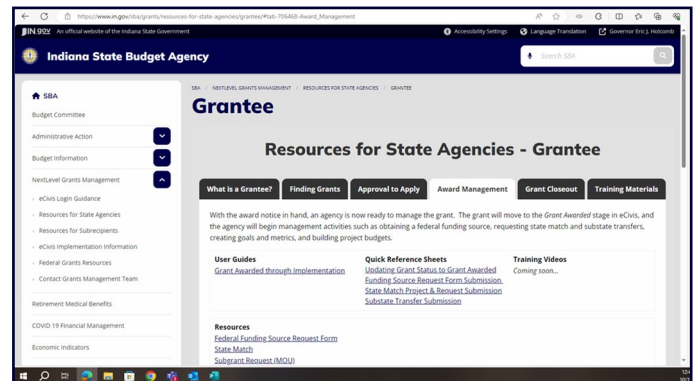
What is Grantee Post-Award?

Once an Indiana State Agency has received its official award notification from the federal agency, the Agency enters the "post-award" stage.

In the post-award stage, the Agency will request a federal funding source and, when applicable, setup state match and substate transfers.

Agencies which distribute funding to subrecipients (grantor phase) will use eCivis to setup funding solicitations and manage their subrecipients' activities.

More information on award management can be found [here](#).



eCivis is not just for competitive grants. Agencies will also manage **formula grants** in eCivis by creating organization funding. Click [here](#) for the Grant Search to Application Submission User Guide and see Appendix F for Organization Funding.

Survey Results Are In!

Thank you to everyone who has completed a NextLevel Grants Management survey. In response to survey feedback, we have:

- ⇒ Focused on development of written training materials (user guides and quick reference sheets) because feedback told us users prefer written resources;
- ⇒ Included content in this newsletter related to formula grants because feedback indicated confusion over how to handle formula grants in eCivis; and
- ⇒ Begun scheduling more one-on-one training opportunities because feedback suggested a growing desire for personalized training, and a lot more!

You can find the full September Stakeholder Survey Report [here](#).

Do you have feedback that has not been covered in a survey?
Please share what you think in an [open forum](#).

Questions? Need help?

[Contact Grants Management Team](#)

Key eCivis Definitions

“Active Award” is a grant, state match, or substate transfer, as a grantee, that has a federal funding source and an active project period ending after October 1, 2023.

“Grantee” refers to when Indiana agencies receive funding.

“Grantor” refers to when Indiana agencies distribute funding to subrecipients or grantee-agencies.

“Pre-Award” refers to the steps agencies must take to obtain approval from SBA to apply for federal funding.

“Post-Award” refers to the management of funding after a state agency receives the notice of award.

“Organization Funding” is a mechanism for creating a funding opportunity in eCivis.

Effective award management is at the heart of NextLevel Grants Management. After receiving the notice of award, agencies will use eCivis to manage their grants.

1. Moving to the Grant Awarded eCivis stage will prompt agencies to request a **federal funding source**.
2. If a grant has a **state match** requirement, agencies will use their agency-specific organization funding in eCivis to set up the state match.
3. If a grant engages multiple agencies under a memorandum of understanding, the grantor-agency will set up organization funding in eCivis for the **substate transfer**, and the grantee-agencies will use that organization funding to access the substate award.
4. Agency project teams can use eCivis **tasks** to track project team activities and the flow of the agency’s grants management **business processes**.
5. Agencies that distribute subaward funding to subrecipients (grantor phase) will use eCivis to manage their subrecipient monitoring obligations.
6. At the end of the grant, eCivis will guide agencies through the process of proper **grant close out**.

More information on Award Management and Grant Closeout can be found [here](#) in the Grant Awarded through Implementation user guide.

Please take a moment to complete a brief [survey](#) about NextLevel Grants Management!

Preparation for Active Award Upload Cycle 3 is Underway! Here is what agencies need to know:

- An active award is a grant, a state match, or a substate transfer that has a federal funding source and a project period ending after October 1, 2023.
- State Budget Agency will work with agencies to collect active award information and then upload the information to eCivis.
- Active awards will upload to the eCivis Grant Awarded Stage.
- There are 6 active award upload cycles.

For more information, please see the [eCivis Implementation Information](#) section of the SBA website.

NextLevel Grants Management is an OMB/SBA-driven initiative to improve federal grants management in Indiana.