

Grants Business Process Re-Engineering



NOAA Business Process Re-Engineering

Current Status: June 21, 2006
**NESDIS Cooperative Institute Directors and
Administrators**

Grants Business Process Re-Engineering



BPR Recommendations:

- **Enhance Grants Fiscal Year Budget Planning**
- **Develop NOAA-wide Grants Management Division and Program Office Certification Programs**
- **Enhance Knowledge Management within the Grants Community**
- **Reduce the Number of Non-Competitive Grants Issued by NOAA**

BPR Recommendation: Enhance Grants Fiscal Year Budget Planning

Issue:

- Fiscal year grants planning is not conducted at a detailed level by the Grants Management Division and the Line Offices
- Uneven Grants Management Division and program staff workload distribution during the 3rd and 4th quarters

Recommendation: Enhance Grants Fiscal Year Budget Planning

Benefits:

- Spread Line Office (e.g., NESDIS) and Grants Management Division workload, thereby increasing overall quality and timeliness of grant processing
- Reduce variance reporting because allotments, which are based on award start dates, will be obligated in the period for which they were planned
- Leverage success of National Marine Fisheries Service grants/budget planning pilot program

**BPR Recommendation:
Develop NOAA-wide
Grants Management
Division and Program
Office Certification
Programs**

Issues:

- Grants Specialists do not all have the same level of expertise and skills which results in inconsistent guidance to Program Offices and grantees
- Program Offices minimum requirement reviews are inconsistent which results in errors and increased cycle times.

Recommendation: Develop NOAA-wide GMD and Program Office Certification Programs

Benefits:

- Education and training promote uniform treatment of grants and assist in reducing processing times
- Personnel become a resource of information for other employees and staff members. An increase in knowledge would increase employee pride/morale, professionalism, and career development opportunities

Develop NOAA-wide Grants Management Division and Program Office Certification Programs

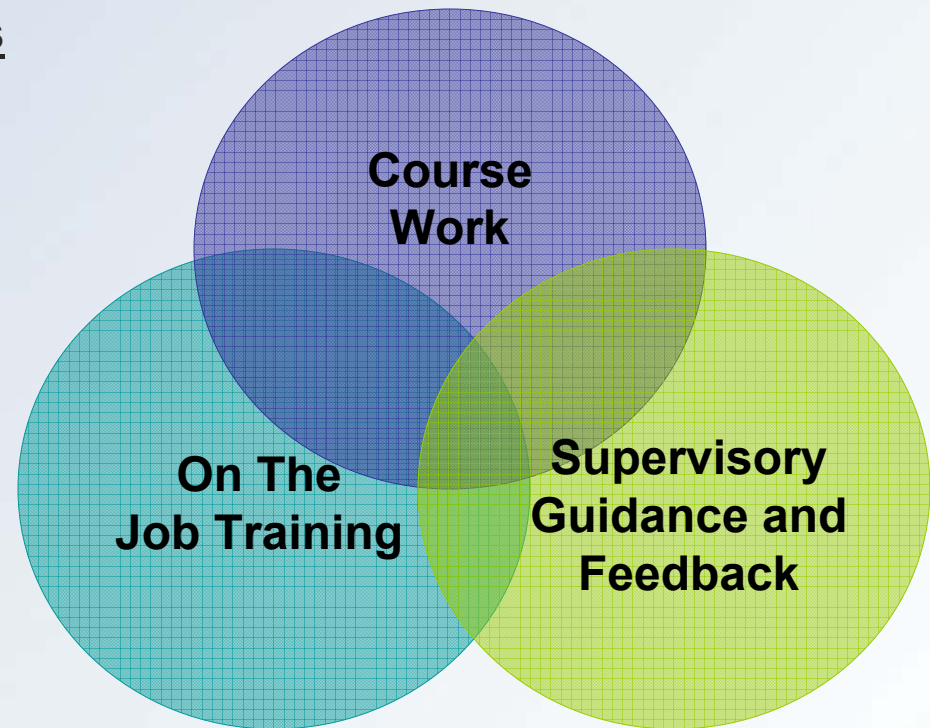
Available Certification Programs

Line Offices

- Program Managers
- Federal Program Officers
- Program Staff

Grants Management Division

- Grants Officers
- Team Leads
- Grants Specialists



Objective: A Knowledgeable, Efficient, and Accountable NOAA Grants Community

Enhance Knowledge Management within the Grants Community

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Issue:

- NOAA's existing grants knowledge is spread across the agency
- Continued use of outdated forms, lack of knowledge about policy changes both internally and externally, and an inability to easily find information continue to negatively impact the NOAA grants process
- Current NOAA grants website contains a lot of useful information but it is not comprehensive or easy to navigate

Recommendation: Enhance Knowledge Management within the Grants Community

Benefits:

- Grant community members will always use the most up-to-date information to complete grant activities
- Better understanding of job roles and responsibilities through visibility of grant activities in the organization

Enhance Knowledge Management within the NOAA Grants Community

Comprehensive and easy to navigate

- Each section, link, or document has a description
- Each submenu clearly laid out
- Side bar menu with important links

Customer – focused

- Set up by type of user – applicant, recipient, NOAA staff

Secure

- For NOAA Staff section will be limited access

Up-to-date

- The very latest changes to grants policy, procedures, etc. will be located all in one section right up front.

Wednesday February 15, 2006

Home People Locator Contacts Disclaimer Privacy Policy Search

Grants Site Index

- Grants.Gov
- NOAA Grants Online
- AGO
- FAQ's / Help

NOAA Grants

This web portal contains all relevant and official information about NOAA grants. Whether you are applying for, have received, or are managing a grant from NOAA, this is the place to find information.

For Applicants

Go here if you want to learn how to find out what grant programs NOAA offers, and how to apply for a grant from NOAA.

For Recipients

Go here to learn about the requirements, policies, and processes that you need to follow once you receive a NOAA grant.

For NOAA Staff Access Limited to NOAA personnel only

Go here if you are a NOAA employee who works with grant programs.

Breaking News

Please check here for the latest information on changes in grant policies and regulations, grant alerts, new or changed procedures, and other issues impacting NOAA grants.

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Reduce the Number of Non-Competitive Grants Issued by NOAA

Issue:

- In 2000, the Department of Commerce, Office of Inspector General, suggested that further opportunities be created to obligate discretionary funds through competitive processes rather than as sole source awards

Recommendation: Reduce the Number of Non-Competitive Grants Issued by NOAA

Benefits:

- Publicize NOAA's standard review process for unsolicited proposals, thereby increasing transparency in NOAA's administrative processes
- Provides applicants with a mechanism to submit applications for cutting-edge research, and other innovative projects that are beyond the scope of published Federal Funding Opportunities

Reduce the Number of Non-Competitive Grants Issued by NOAA

Purpose: Provide an alternative way to accept grant applications that do not meet any current Requests for Applications / Federal Funding Opportunities and other mission-related funding requests

Timeframes:

- **Broad Agency Announcement for NOAA: Applications submitted no later than April 14 of each year**
Submission Period: Open-ended through April 14

Considerations:

- **Broad Agency Announcements do not address Congressionally directed earmarks**
- **Applications are considered on a rolling basis based on funding availability**

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Next Steps

| Recommendations | Actions |
|--|---|
| <p>Enhance Grants Fiscal Year Budget Planning</p> | <ul style="list-style-type: none"> ▪ Finalize Policy and Standing Operating Procedures ▪ Conduct Budget Planning Orientation Sessions |
| <p>Develop NOAA-wide Grants Management Division and Program Office Certification Programs</p> | <ul style="list-style-type: none"> ▪ Finalize curricula ▪ Develop web-based courses ▪ Conduct curriculum testing with target audience ▪ Roll-out certification programs |
| <p>Enhance Knowledge Management within the Grants Community</p> | <ul style="list-style-type: none"> ▪ Collect and develop website content ▪ Establish website content champion ▪ Develop “community of practices” on website ▪ Conduct website usability testing |
| <p>Reduce the Number of Non-Competitive Grants Issued by NOAA</p> | <ul style="list-style-type: none"> ▪ Conduct sessions with program offices to introduce and clarify Broad Agency Announcement ▪ Finalize and Publish BAA |

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QUESTIONS????????