

Agenda

NCJA Grants Management Training Day

Wednesday, August 14, 2024

8:30 AM – 4:00 PM Eastern Time

8:30 AM – 9:15 AM

Coffee, Welcome and Introductions – Networking with Peers, Scavenger Hunt

Tammy Woodhams, Director of Programs and Grant Training, NCJA Center for Grants Management, National Criminal Justice Association

9:15 AM – 10:15 AM

Bureau of Justice Assistance (BJA) Programmatic Update and Dialogue

During this session, the team from the Bureau of Justice Assistance (BJA) will discuss updates on funding priorities, programmatic monitoring and trends and any new conditions and requirements attached to the Byrne Justice Assistance Grant (Byrne JAG) program. They will also share the status and activities related to the Byrne State Crisis Intervention Program (Byrne SCIP). They will also touch on the Department of Justice's (DOJ) organizational structure, recent changes at BJA and highlight the DOJ Justice Equity Plan and other focus areas that impact grant managers. This session includes time for you to ask your questions of BJA.

Invited Presenters: Michelle Garcia, Deputy Director, Tarasa Napolitano, State Policy Advisor/Grant Management Specialist, Andrew Rodeghero, Grants Management Specialist, Erin Pfeltz, Supervisory Grants Management Specialist, U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance

10:15 AM – 10:30 AM

Break

10:30 AM – 11:15 AM

Best Practices in Subrecipient Monitoring

Subrecipient monitoring is an area that is tripping some grant managers up. What do you have in place to assess risk and ensure your subrecipients are complying with federal grant requirements? This session will highlight best practices for risk assessment and subgrant monitoring and showcase what states and pass-through entities have done to improve their processes and save time.

Presenters: Jeremiah Morton, Assistant Director of Programs and Wendy Heath, Assistant Director of the Fiscal Unit, State of Tennessee, Office of Criminal Justice Programs

11:15 AM – 11:45 PM

Your Responsibilities Around Indirect Cost – What Every Grant Manager Needs to Know

Do you know what an SAA's obligations are related to indirect costs as a pass-through entity of federal funds? Did you know that Title 2 of the Code of Federal Regulations (CFR) part 200.332 requires that pass-through entities accept a subrecipient's federally approved Indirect Cost Rate, allow for use of the de minimis, or must negotiate an Indirect Cost Rate if requested by the subrecipient? During this short session, you will understand the 2 CFR 200 requirements related to indirect cost, gain more information about the various types of indirect cost rates, have a chance to dialogue with an expert, and learn where to get helpful tools and resources to learn what goes into developing and establishing a cost allocation plan and indirect cost rate.

Presenter: Wendy Heath, Assistant Director, Fiscal Unit, State of Tennessee, Office of Criminal Justice Programs

12:00 PM – 1:00 PM

Lunch and Networking

1:00 PM – 1:15 PM

Break

1:15 PM – 2:00 PM

Roundtables with the Experts

During this time, you will have an opportunity to meet with experts, obtain resources you can use when you get back to the office, and ask your most pressing questions. We will set a timer for 15 minutes. You can choose to move to another table every 15 minutes.

Topics include:

- Subrecipient Monitoring
- Meeting Limited English Proficiency Planning Requirements
- Dialogue with BJA
- Time with OCFO
- Grant Writing Tips
- What to Expect/Look for in a Single Audit
- Federal Financial Management and Cost Principles
- New Grant Managers: This roundtable is for grant managers who are new to their positions in the

last 1-2 years. At this table, you will have a chance to share your greatest challenges and have access to experts who can share key things you need to know and where to go for help to ensure success in your new position.

2:00 PM – 2:45 PM

Time with the Office of Chief Financial Officer

During this session, you will receive information about recent updates from the Office of the Chief Financial Officer (OCFO) including the OJP Financial Guide and Title 2 Code of Federal Regulations, Part 200 that you need to be aware of, and the most common findings from OCFO monitoring and OIG audits and steps to resolve them. Participants will have an opportunity to ask questions throughout the session.

Presenter: Angela Wade, Office of Chief Financial Officer, Office of Justice Programs, U.S. Department of Justice

2:45 PM – 3:00 PM

Break

3:00 PM – 4:00 PM

Being Your Best Self: Self-Care Strategies for Busy Grant Managers

Grant managers are public servants who often put everyone else first. It's important to remember that you can't help others without taking care of yourself. During this hour, you will have fun and be reminded of strategies you can implement whether you have one minute or an hour to take care of yourself!

Presenter: Kay Chopard, President, Chopard Consulting

4:00 PM

Closing/Adjourn