

Programmatic Revision Requests

Grant Management

Programmatic Revision Requests

- ▶ May be submitted at any time during grant project period
- ▶ Typically regarding Goals/Objectives/Activities
- ▶ Review application for unallowable activities
- ▶ Justification letter
 - ▶ Agency letterhead
 - ▶ Explanation
 - ▶ Updated goals and objectives or other project revisions
 - ▶ Effective date needed to be retroactive
 - ▶ Uploaded as an attachment
- ▶ Submit tab / Submit Revision button
 - ▶ Print the “Submission was Successful” message

Programmatic Management of Grant Award

- ▶ Organization – Organization – Organization
- ▶ Documentation – Documentation – Documentation
- ▶ Implement monitoring activities at on-set of project
- ▶ Begin to gather evaluation data immediately
- ▶ Maximize community buy-in
- ▶ Sustainability
- ▶ Underserved Populations
- ▶ Maintain all grant records for a minimum of five years from close of grant award