



GCC Calendar and Review Process

2025 Application Cycle

October 30, 2024

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Grant Award Calendar

- ▶ December 1st to January 31st – EBS Application Period (ALL)
- ▶ February and March – Preliminary Review
- ▶ April – Committees Review and Score
- ▶ May - Committees Vote
- ▶ June – Commission Votes and Applicant Notifications
- ▶ July to September – Modifications Review and Project Awards
- ▶ October 1st – Projects Opens* (ALL - except Juvenile Justice)
- ▶ January 1st – Juvenile Justice Projects Open

December 1st to January 31st - EBS Application Period

- ▶ 2024 priorities are open and available in EBS.
- ▶ GCC staff available to answer application related questions.
- ▶ Deadline is 11:59 PM on January 31st.

- ▶ Determine Authorizing Official, Financial Officer and Project Director for agency and project.
- ▶ Set up NCIDs for each person.
- ▶ Set up EBS - GCC Access
- ▶ Review Required Attachments
- ▶ Register for SAM and DUNS.

February and March – Preliminary Review

- ▶ Application meets eligibility criteria.
- ▶ Application instructions in the RFA followed.
- ▶ Assessment of allowable activities/costs.
- ▶ Submission under correct priority.
- ▶ Required attachments are uploaded and named as instructed in the RFA.
- ▶ Project period aligns with funding sources (1 year, 2 year or 3 year).

April – Committees Review and Score

- ▶ Applications that pass the Preliminary Review Phase are sent to GCC Committees for review and scoring.
- ▶ Full review of project concept and budget.
 - Who will benefit from the grant
 - How many will benefit from the grant
 - The cost of administering the grant
 - Geographical representation
 - Past performance of the applicant with grants and publicly funded projects.
- ▶ Typically, 3 reviewers at a minimum per application, depending on committee.
- ▶ Average score of the reviewers determines project score.
- ▶ Applications ranked in score order within each priority.

May - Committees Vote

- ▶ Review application scores by priority.
- ▶ Assess geographical and needs-specific reach of projects throughout the state.
- ▶ Discuss the scored projects and make recommendations for project or priority specific adjustments.
- ▶ Vote on project funding with recommendations agreed to by the Committee.

June – Commission Vote and Applicant Notifications

- ▶ Review project funding and recommendations provided by committees.
- ▶ Determine if additional project or priority specific adjustments are required.
- ▶ Vote on project funding with recommendations agreed to by the Commission.
- ▶ Applicants advised of outcome of review process through automated notification email.

July to September – Modification Conditions Review and Project Awards

- ▶ Planners review assigned applications for compliance with federal and state funding guidelines as well as application requirements.
- ▶ Modification Notice is sent to applicants to communicate required adjustments
- ▶ Applicants make the required adjustments and resubmit the application through EBS along with completed forms.
- ▶ Planners review the applications for completion of required changes and review forms.

Continued.....

- ▶ Upon completion of all modifications, award letters containing binding award documents, federal and state special conditions, and any additional documentation requirements are sent to applicants.
- ▶ An award document, signed by GCC's Executive Director, will require signatures of the Authorizing Official and Project Director.
- ▶ Completed award packets are required to be returned to GCC within 30 days.
- ▶ Completed award packets will be reviewed by GCC staff for compliance.

*All awards will be sent via DocuSign
therefore, your award will be delivered via email...
ALWAYS keep your officials and their contact information up to date
in EBS!*

October 1st – Projects Opens*

- ▶ Organizations transition to working with assigned Grant Administrator (GA; formerly Grant Manager).
- ▶ GA will work with Project Director to open the project.
- ▶ GA approval required for contracts and travel related project spending prior to expenditure of funds.
- ▶ Project funds can not be expended prior to the start date for your period of performance, October 1st.

ANY QUESTIONS?

