

GRANTS MANAGEMENT 101



**AARON CLAUSEN – MANAGER, SUSTAINABLE RANCHING
INITIATIVE**

NICOLE LINDNER – DIRECTOR, FIELD PROGRAM OPERATIONS



AGENDA

1. Proposal Development
2. Spending
3. Reporting

1. PROPOSAL DEVELOPMENT



Unrestricted vs. Restricted Funding

- Reporting requirements
- Level of budget

Budget Categories

- How does it hit the books?
- Direct vs. Indirect

Additional Information

- Article of incorporation - 501 (c)(3)
- Current budget
- Financial statement
- Board of Directors
- Annual Report

Risk Assessment

- Policy & procedures
- Financial management
- Risk determines monitoring plan

2. SPENDING



Agreement

Legal contract
USG – 2 CFR 200

Allowable Expenses

Activities
Period of performance

Tracking

Keep data organized
Time

Documentation

Cover your a**!
Appropriate paperwork
Audit

3. REPORTING

Requirements

- Deliverables schedule
- Reporting template
- GL Transaction List
- Monitor expenses

Project Changes

- Budget reallocation
- Request for changes

THANK YOU

QUESTIONS?

