

ALABAMA STATE–COMMUNITY RECOVERY TASK FORCES

Community Planning and Capacity Building

Senator Sessions Grant Writing Workshop

Grant Writing Workshop Day 2

September 20, 2011

ATTENDEES

NAME	AGENCY & INFORMATION	NAME	AGENCY & INFORMATION
Donald Eubank	MCHC	Laurie Lincoln	CAPNA
Gelane Nelson	DeKalb County Schools	Mike Kastner	KWM
Isaac Earls	KWM	Wendy Hester	ADECA
Debra Cochran	FEMA	Renae Cox	FEMA
Deb Ryan	N/A	Martha Farmer	N/A
Amanda Bartlet	MWCAA	Charlotte Howell	Marion County Schools
De'an Bass	FEMA	Lisa Kemmerlin	Cleburne County
Lesa Bellin	Guntersville	Libby Jordan	Florence-Lauderdale Tourism
Barbra Cain	Phil Campbell	Danny Hester	Gryphan
Susan Hargett	Franklin County Schools	Frieda Eubank	Retired
Sherry Davis	Phil Campbell Recovery Chair	Nathan Willingham	NACOLG
Doris Fielder	ADECA	Josh Phillips	ADECA
Chelesa Beck	ADECA	Jennifer Felder	ADECA
Beth Haddock	NWAL	Jessica Dent	ADECA
Evan Kilgore	FEMA	Kristin Kizziah	FEMA

AGENDA ITEMS

Where Are We Located

- Senator Sessions has offices in Birmingham, Huntsville, Montgomery, Mobile, Dothan and Washington D.C.
- Every office has a case worker
- Key focus is Collaboration and Regionalism

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Federal Budget

- Federal programs are funded through the budget
- The budget projects the spending for the next fiscal year
 - Every penny must be authorized through Congress
- The president submits the budget, which is considered a recommendation
- Congress then adopts the budget into a resolution
- Work begins in the appropriations subcommittees and then goes to the committees
- In June the House and Senate will record the appropriation bills
- The final process begins with the House and Senate in Floor Action then Conference Action

Federal Funding for State Agencies

- One way for states to receive federal funding is through formula grants to the states
- Appropriation Earmarks are another source of federal funding for the states
- Discretionary Grants
- Competitive grants are given on a competitive basis or on a Moratorium Basis
- A good resource is www.grants.gov

Grants.gov

- On this website you can register your Organization
- You can use two types of searches, the basic search and the keyword search
- You can also browse by category
- The website offers an email subscription; you can register to receive email updates
- Before submitting your application download the Pure Edge Viewer
 - Also register for modification changes, this may affect your eligibility
- Once your application has been submitted you will receive a verification email
- Make sure to get all things completed by the deadline
 - The deadline is on Eastern Time, not Central Time
- If you feel that you are not receiving the help you need please feel free to contact Senator Sessions office, they are there to help

What Senator Sessions Office Can Provide

- Senator Sessions office can provide technical assistance through this process
- They can express support needed to the federal agencies
- Monitor and provide status reviews
- Share Congressional Early Award Notifications
- Also provide research services; 'Let us help you'

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Proposal Development

- Start with the funding experience and funding interests
- Know what else needs to be done
- Know where you can find sources of funding
 - Library Books
 - Commercial Databases
 - Agency Websites
 - FEMA
 - Alabama EMA
 - DHS
 - Department of Defense
 - Department of Energy
 - Department of Education
- Know your program officer contact information
 - They are w wealth of information and will be willing to help
- Program announcements contain
 - Overview
 - Eligibility
 - Funds Available
 - Preparation and Submission Requirements
 - Award Process
 - Contact Information
- Proposal Components
 - Transitional Letter
 - Title Page
 - Abstract
 - Table of Contents
 - Introduction
 - This should be your statement of need
 - Objectives
 - Goals and Guidelines
 - Each statement was tied to a need earlier stated
 - Procedures
 - Pay attention to page amounts
 - Follow directions
 - Have a plan
 - Evaluation
 - Personnel
 - Look to what your capacity is to carry out the project

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- References
- Appendices
- Budget
 - There are many budget forms, do not wait until the last minute
- Submission
 - Send it in 5 days prior to the deadline, you never know if there will be an issue
- Project Management
 - Who will be responsible for submitting all the necessary information
- Contact anewton@jsu.edu with any questions, will be happy to help