

# Utah Grants

Finance Committee  
Monthly Update

PROGRAM MANAGEMENT REVIEW

SEPTEMBER 6, 2024

REBECCA NIELSEN

DIRECTOR OF GRANTS ADMINISTRATOR

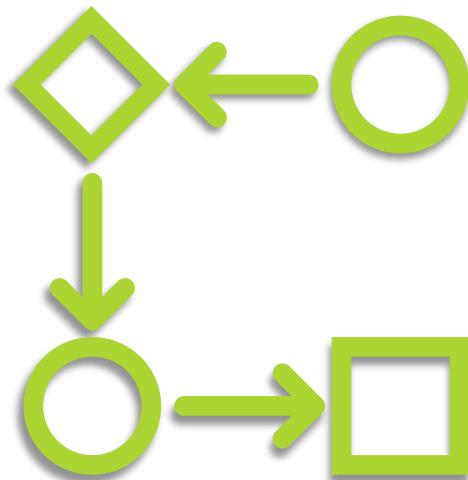
# Items Completed and Delivered

## **Release 1.0 - April 1, 2024 (Complete)**

- ▶ Collab Functionality
- ▶ Email Reminders Capability
- ▶ New Send Back Status
- ▶ Administrator Role
- ▶ Change Application Ownership
- ▶ Application Pending Tasks
- ▶ Application Attestation
- ▶ Internal Notes for USBE Users
- ▶ Application Forms (6)



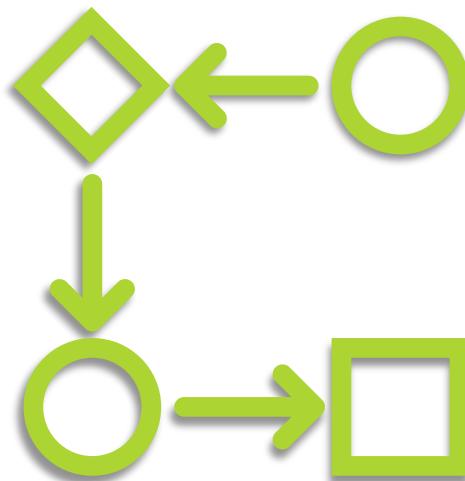
# Items Completed and Delivered



## **Release 1.5 – August 12, 2024 (delayed from July 1)**

- ▶ Application Forms (9)
- ▶ LEA Dashboard Updates – Pending Tasks
- ▶ Replacement of Application task due date with application deadline date
- ▶ Payment Cancellation Functionality
- ▶ Fix Form Validation

# Items In Progress



## **Release 2.0 – March 31, 2025**

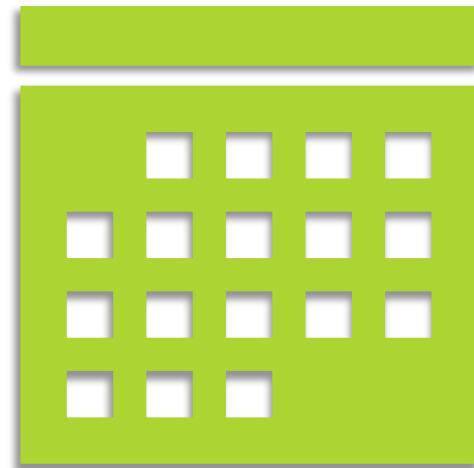
- ▶ Payment Cancellation
- ▶ Program Tagging
- ▶ PDF Comparison (On-hold for further guidance from USBE)
- ▶ Consolidated Program Structure
- ▶ Excel Upload for Consolidated Pathways (2)
- ▶ Consolidated Pre-application process
- ▶ Consolidated Pre-application review process (Requirement finalization in Progress)
- ▶ Individual Applications (Requirement finalization in Progress)
- ▶ Consolidated Award Workflow

# Not Started

- ▶ Individual Review Process
- ▶ Individual Awards
- ▶ Other Post Award Activities
- ▶ Integrations

# Timeline

- ▶ Release 2.0
  - ▶ On track for UAT in January
  - ▶ Full Roll-Out March 31, 2025



# Risks



- ▶ Email Task Reminders
- ▶ Email Formatting Updates
- ▶ Framework Update Requirements
- ▶ REI to control the quality of delivery
- ▶ Integration with Comprehensive Needs Assessment

# Development Teams



## **USBE Internal Development Team**

Frequency	Twice Weekly and as needed
Participants	Includes USBE super users from program and finance sections
Purpose	Develop requirements, make agency-wide decisions on system requirements, determine workflows, responsibilities, participate in testing and rollout of new functionality



## **USBE Utah Grants LEA Development Group**

Frequency	As Needed
Participants	LEA super users development group
Purpose	Provide feedback and LEA needs for system requirements and proposed system changes. Participate in development, recommend system enhancements.



**Utah State Board of Education**

# Support

## Utah Grants Help Desk

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## Rebecca Nielsen, Grant System Administrator

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