

## HRSA Office of Regional Operations Grants Education and Technical Assistance Webinar Series

During 2018, the Health Resources and Services Administration (HRSA) hosted a Grants Education and Technical Assistance Webinar Series for **tribes, tribal organizations, Indian Health, Tribal and Urban Indian Health Programs**. The sessions provided attendees the opportunity to learn about the federal grant application process including strategies for successful grant management, and more.

Below is the list of the sessions with links to the archives. Presentation materials can be downloaded from the file share pod located on the bottom left hand side of each session's adobe connect rooms.

### **Session #1: Federal Grant Application Process - The Basics**

Link to recording and handouts:

[https://hrsa.connectsolutions.com/federal\\_grant\\_application\\_recording/event/registration.html](https://hrsa.connectsolutions.com/federal_grant_application_recording/event/registration.html)

Topics:

- Federal Grant Application Process First Steps: Registration in DUNS, SAM, & Grants.gov
- Where and How to Find Funding Opportunities
- Notice of Funding Opportunity: Purpose & Structure
- HRSA Grants Resources & Technical Assistance

### **Session #2: Writing a Competitive Grant Application / HRSA Review Criteria**

Link to recording and handouts:

<https://hrsa.connectsolutions.com/p8xiam3xhup/>

Topics:

- Vision, Design, and Capacity as an Approach to Grant Writing
- Critical Elements of Non-Research Grant Applications and Competitive Proposals
- HRSA Review Criteria
- Good Proposals versus Funded Proposals
- Top 5 Mistakes When Applying for a Grant

### **Session #3: Applying for a HRSA Grant - A Grantee and a Reviewer's Perspectives The Benefits of Becoming a Reviewer**

Link to recording and handouts:

<https://hrsa.connectsolutions.com/p6whjkmqlzp/>

Topics:

- HRSA's Funding Cycle & Responsibilities
- The Objective Review Cycle
- How to Become a HRSA Grant Reviewer
- Best Practices in Preparing a Grant Application and Applying for a HRSA Grant

### **Session #4: Writing a Successful Evaluation Plan for Your Grant Application**

Link to recording and handouts:

<https://hrsa.connectsolutions.com/p6oosya9kze/>

Topics:

- Creating Specific, Measurable, Attainable, Realistic and Time-Bound (SMART) Objectives and Logic Models
- Application of Logic Models in Planning and Evaluation

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**Session #5: Preparing a Budget for your Grant Proposal**

**Part 1: Building a Budget**

Link to recording and handouts:

<https://hrsa.connectsolutions.com/p87mr0d7z59/>

Topics:

- Federal Grant Budgets Basic Elements
- How to Develop Budgets that Cover Allowable Costs and Tie into the Project Workplan
- Resources for Creating Budget Proposals

**Part 2: HRSA Budget 101 / Tips & Resources**

Link to recording and handouts:

<https://hrsa.connectsolutions.com/p8on9wnoz05/>

Topics:

- Budget Reporting Requirements on the Federal Form SF-424A
- Common Budget Reporting Mistakes
- Cost Principles

**Session #6: Effective Grants Management/Administration & Reporting**

Link to recording and handouts:

<https://hrsa.connectsolutions.com/p1sime7imse/>

Topics:

- Grant Recipient & Government Roles and Responsibilities
- The Federal Grant Cycle: From Planning to Closeout
- Post Award Monitoring  
(Federal Financial Reporting, Terms & Conditions, Prior Approvals)
- Budget Basics, Allowable vs Unallowable Costs, Direct vs Indirect Costs
- Federal Grants and Audit Requirements  
(Federal Legislation, Uniform Administrative Requirements, Grant Agreement Terms & Conditions)
- Crucial Areas for Financial Management Success / HRSA Top 5 Audit Findings

**Session #7: Successful HRSA Tribal Grantees - A Discussion on Best Practices, Lesson Learned in Managing HRSA Grants**

Link to recording and handouts:

<https://hrsa.connectsolutions.com/p1veh1y56ebl/>

Topics:

- Grants Management Best Practices  
(Project Management, Performance & Financial Reporting, Budget/Accounting Controls, Audits)
- Barriers and Challenges in Managing Grants
- Resources to Support Grant Management and Compliance

For more information and/or if you have suggestions for webinar topics, please contact  
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