

GM Vermont Community Development Program (VCDP)

Grants Management Compliance Workshop

“The Life of a Grant – Meeting the Why, When, What and Who”

October 18, 2017 - 9:00 am – 4:00 pm

Pavilion Auditorium, 109 State Street. Montpelier, VT

8:30 - 9:00 – Arrival and Registration

9:00 – Welcome, Introductions, and Schedule, CDBG: An Overview

Community Development Block Grant Program (CDBG) and the VCDP mission

Different Types of CDBG Grants

9:45 - Environmental Review

Role of the Responsible Entity (the Municipality)

Grantee Concerns: Time and Money

10:30 – Break

10:45 – Procurement, Contracts, and Labor Standards/Davis-Bacon

Procurement and Bid Process

- New Uniform Guidance Standards and Thresholds

Contracts & Standard Language

- New Uniform Guidance Standards and Thresholds

Davis-Bacon and Labor Standards

Online Davis Bacon, a New Beginning

11:45 – Lunch (On your own – list of local eateries available)

1:00 - Requisition Process

Grant Electronic Application Reporting System (GEARS)

New Statuses - Special Conditions Required & Drawn with Conditions

Supporting Documentation – staff time, ledger, invoices, and canceled checks

1:30 - Preparing for a Monitoring Visit

Remote Desk Review vs. On-Site Monitoring

Financial Monitoring Worksheet & Supporting Documentation

Procurement, Contracts, Labor Standards/Davis-Bacon

Other Components of the Monitoring Review

2:15 – Break

2:30 – Audits

Subrecipient Annual Report (SAR) Requirements

Schedule of Expenditures of Federal Awards (SEFA) Reporting Requirements

Hiring an Auditor & Performing Single Audits

3:15 – Wrap Up & Adjourn

3:15 – 4: 00 Post Meeting Technical Assistance Available – *Grants Management, Community Development and Historic Preservation Staff will be available for additional questions.*