

# The Grant Review Committee (GRC)

Grants Department

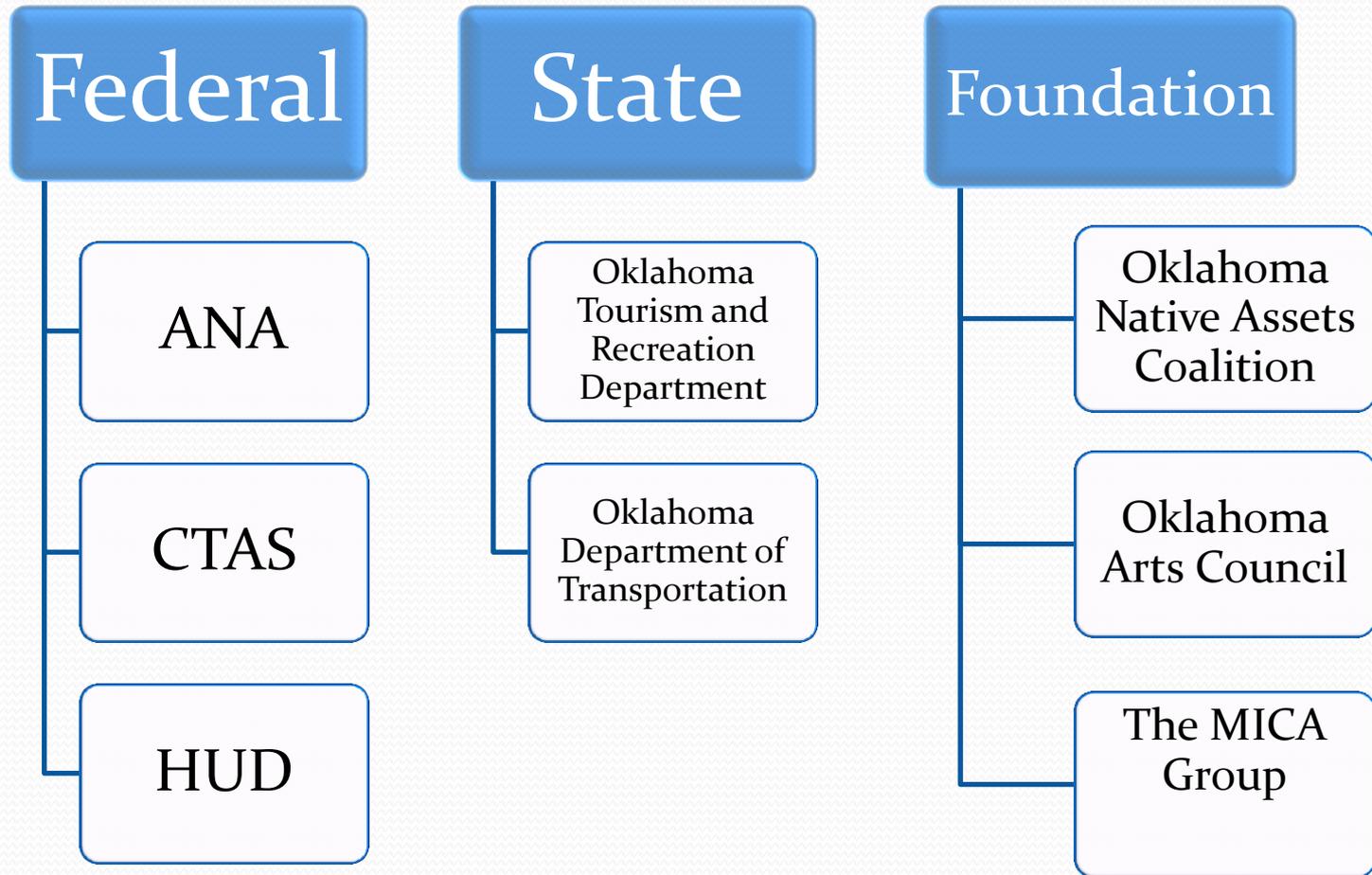


# What is a Grant?

- Grants are non-repayable funds disbursed by one party (funders) to a recipient.
- Funders have \$\$\$ set aside to accomplish certain goals through projects.
- A grant is **NOT** free money.



# Types of Grants



# What is the GRC?

- The **G**rant **R**eview **C**ommittee
- **PURPOSE:** To ensure all ESTO grants are successfully fulfilling grant requirements, activities, objectives, and goals of each grant.



## Grant Review Committee Members:

- Chief Glenna Wallace
- Chad Kelly
- Tami Lowery
- Karen Allen
- Michael Lowery

# What does the GRC do?

The GRC's duty is to **oversee all grant funding** within the Eastern Shawnee Tribe of Oklahoma.

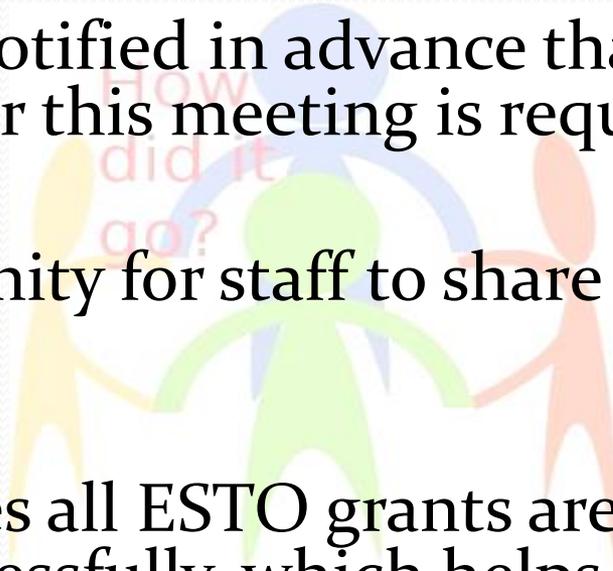
- Objective 1: **Evaluate Current Grants**
- Objective 2: **Authorize New Grants**





# 1. Evaluating Current Grants:

- The GRC will review two or three grants each month until all grants are reviewed.
- Directors will be notified in advance that their attendance and preparation for this meeting is required.
- This is an opportunity for staff to share their progress of the project.
- **WHY?** This ensures all ESTO grants are being implemented successfully, which helps our audit and future chances for grants.





Take  
a  
look...

# EVALUATION REQUIREMENTS:

Directors should come prepared to share the following:

- A copy of the **timeline** *(list of tasks/activities and completion dates)* 
- Activities that were **accomplished** in previous months
- **Upcoming activities** being pursued in the months ahead
- Any **issues/complications** that need to be addressed



The GRC is Here to Help Make  
All Grants a Success!



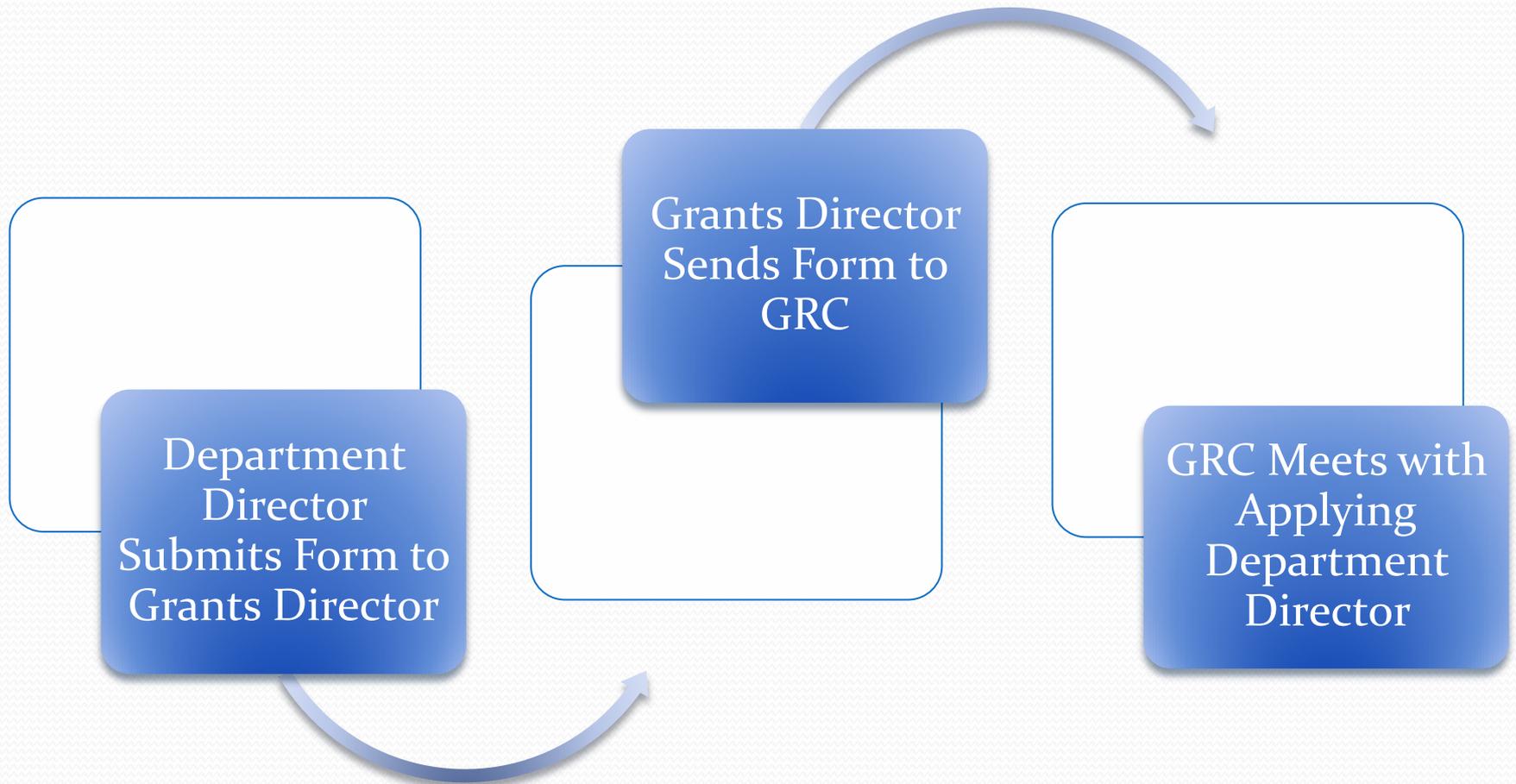
## 2. Authorizing New Grants:

- The GRC must **monitor** all grants that are being pursued. Grants cannot be written without their approval.
- A **GRC Request Form** must be completed for all grant requests.

TIP: If a grant/funding opportunity is found, a quick **conversation** with the Grants Department is advisable.



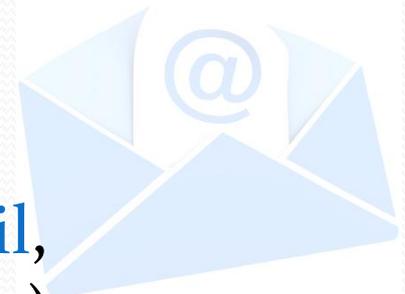
# GRC Request Process



# Submitting a GRC Request

If your department is definitely *interested* in a grant/funding opportunity and *willing* to participate in the project development, the Dept. Director must:

- **Complete a GRC Request Form**, and
- **Submit it** to the **Grants Director** via **email**, interoffice mail, or in person. (Email is preferred.)



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Fillable Forms are on the **Public Drive** in the Grants Department folder.



# EASTERN SHAWNEE TRIBE OF OKLAHOMA

## Grant Review Committee Request Form

(Complete and submit this form electronically to the Grants Director at [tlowery@estoo.net](mailto:tlowery@estoo.net))

**NOTE:** PLEASE SUBMIT THIS FORM AT LEAST 4-6 WEEKS BEFORE THE GRANT DUE DATE, WHEN POSSIBLE. A COPY OF THE FULLY COMPLETED "GRANT REVIEW COMMITTEE REQUEST FORM" WILL BE PRESENTED TO THE GRC FOR DISCUSSION AS WELL AS APPROVAL OR DENIAL OF THE GRANT REQUEST. PLEASE KEEP A COPY OF YOUR GRCREQUEST FORM FOR YOUR RECORDS.

\_\_\_\_\_  
NAME TITLE DATE

\_\_\_\_\_  
TITLE OF GRANT FUNDING AGENCY DUE DATE

\_\_\_\_\_  
NUMBER OF AWARDS EXPECTED AWARD CEILING AWARD FLOOR

### GRANT INFORMATION

- TYPE OF GRANT: \_\_\_\_\_ FEDERAL \_\_\_\_\_ STATE \_\_\_\_\_ FOUNDATION \_\_\_\_\_ OTHER
- INDIRECT COSTS ALLOWED: \_\_\_\_\_ YES \_\_\_\_\_ NO
- TRAVEL/TRAINING REQUIRED: \_\_\_\_\_ YES \_\_\_\_\_ NO
- IN-KIND/MATCHING REQUIRED: \_\_\_\_\_ YES \_\_\_\_\_ NO
- TRIBAL RESOLUTION REQUIRED: \_\_\_\_\_ YES \_\_\_\_\_ NO

IF YES, PLEASE PROVIDE DETAILS OF ANY IN-KIND OR MATCHING REQUIRED: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### TIMELINE INFORMATION

- DURATION OF GRANT: \_\_\_\_\_ 12 MONTHS \_\_\_\_\_ 24 MONTHS \_\_\_\_\_ 36 MONTHS \_\_\_\_\_ +36 MONTHS
- PROJECT BEGIN DATE: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_
- PROJECT END DATE: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_
- REPORTING: \_\_\_\_\_ QUARTERLY \_\_\_\_\_ SEMIANNUALLY \_\_\_\_\_ ANNUALLY \_\_\_\_\_ OTHER

### EMPLOYMENT

- JOBS RETAINED: \_\_\_\_\_
- JOBS CREATED: \_\_\_\_\_
- EMPLOYMENT STATUS: \_\_\_\_\_

PURPOSE (BRIEFLY EXPLAIN THE PURPOSE OF THE GRANT OPPORTUNITY) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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\_\_\_\_\_





# GRC Review and Meeting

- The Grants Director will do an **initial review** of the GRC Request.
- It will be sent to the GRC for a **full review**.
- At the next monthly **GRC meeting**, your presence will be requested to discuss the grant opportunity.



# Where Should I Begin?

Project  
Idea



- Strategic Plan
- 20 Year Master Plan
- Annual Goals
- Departmental Goals



# ESTO Mission:

Dedicated to excellence in our journey to build the tribe of the future.

