To: **Bay Area UASI Approval Authority**

From: **Ethan Baker, Emergency Services Coordinator**

Date: **April 13, 2017**

Re: **Item 9: WebGrants Update**

Staff Recommendations:

None

Action or Discussion Items:

Discussion, Possible Action

Background:

This item is an update of WebGrants, the Bay Area UASI's online grant management system. In February 2015, the Bay Area UASI Management Team contracted with Dulles Technology Partners, Inc. to customize a platform for our stakeholders and staff to manage their UASI grants online. The grants management system was rolled out in two phases:

Phase I

- User Training: Application Submission
- User Registration
- FY16 Project Proposal Applications Accepted

Phase II

- User Training: Grant Management
- Launched February 18, 2017
- First Status Reports received March 1, 2017

The system is considered fully operational at this time. During each launch phase, online webinar trainings were provided to our stakeholders and are currently posted on the Bay Area UASI website. The WebGrants system administrator will provide annual trainings to new users, as well as refresher and new component trainings to our existing users.

Stakeholders can now:
- Review Grant Requirements
- Submit Grant Applications
- Conduct Budget Oversight & Project Monitoring
- Submit Status Reports
- Submit Project Change Requests
- Submit Reimbursement Claims