OJA Grants Process

OJA applies for and receives funds from the federal government.

OJA Sub-grant Process

Pre-Award Functions

1. Sub-grant funding opportunity is announced
2. Sub-grant applications are received by OJA
3. Applications are reviewed
4. Grant awards are mailed to selected applicants

Post-Award Functions

1. Technical assistance is provided to sub-grantees
2. Reimbursements are processed
3. Program Reports are received and recorded
4. Grant change requests are processed
5. Grants are monitored.

Close-out Functions

1. Sub-grantee reports verified to have been submitted
2. Sub-grantee expenditures are analyzed and reconciled
3. Funds turned-back from sub-grantees are collected and processed

Closeout documents are supplied to the federal government, including all fiscal and program reports.