

## Overview of Changes in Grants Management

September 1, 2019

This overview contains information about changes to the Grants Management module with the SWIFT Limited Upgrade, including:

- Grants Management WorkCenter and Navigation Collections
- Federal Identifier Number (FAIN) Added
- Change to Add or Reduce Funding Process

**Note:** There may be some changes to this information since SWIFT Limited Upgrade testing is still in progress. **Questions?** Contact us at: [SWIFT.project@state.mn.us](mailto:SWIFT.project@state.mn.us).

### Grants WorkCenter and Navigation Collections

You will have the option of working in the Grants Management WorkCenter or one of the navigation collections.

- The Grants Management WorkCenter provides a centralized place where you can access frequently used pages, queries, processes, and reports.
- The Navigation Collections bring together related tasks, activities, and processes.

View the Grants Management Quick Start Guide to learn more about how the WorkCenter and Navigation Collections are organized.



## FAIN and Reference Award Number Added

Staff will be able to enter the Federal Identifier Number (FAIN) on the proposal. This number will automatically be brought into the Award pages. The FAIN number will be added to the SWIFT Data Warehouse.

The screenshot shows the 'Manage Proposals' page in the SWIFT system. The 'Reference Award Number' field contains 'TRAINING01' and the 'Federal Award Identification Number' field contains 'H22413099'. Both fields are highlighted with red boxes. Other visible fields include 'Proposal ID' (NEXT), 'Description' (STAR 10-1-10), 'Version ID' (V101), 'Currency' (USD), and 'Add to My Proposals' button.

## Change to Add or Reduce Funding Process

The “Add or Reduce Grant Funding” Quick Reference Guide has been updated to reflect a small change to the step when you update the Billing Limit.

- You will need to enter the **Total Billing Adjustment** on the **Amendment Details** page.

The screenshot shows the 'Amendment Details' page. The 'Total Billing Adjustment' field is highlighted with a red box and contains the value '-10,000.00'. Other fields include 'Contract' (R320000123), 'Amendment Number' (000000001), 'Amendment Type' (Change Funding), 'Amendment Reason' (Reduce Money), and 'Amendment Status' (Pending). The page also includes a table for 'Amendment Components' and a 'Save' button.

Component	Amend Ref #1	Label Fieldname	Edit Type	Old Value	New Value
1					

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- Next, you'll go to the **Amendment Billing Allocation** page and enter the New Billing Limit, and click on the **Recalculate** button.

Amendment Billing Allocation

Contract	R320000123		Amendment	000000001
Business Unit	R3201		Amendment Type	Change Funding
Sold To	GMR3200001	US Environmental Protection Agency	Amendment Reason	Reduce Money
Currency	USD			

**Contract Billing** ⓘ

Total Billing Adjustment	-10,000.00	Unallocated Billing	-10,000.00
Total Billing After Adjustment	302,360.00		

**Fixed Billing** ⓘ

Fixed Billing Adjustment	0.00	Unallocated Fixed Billing	0.00
Discount / Surcharge	0.00	Inclusive Prepays Adjustment	0.00
Net Adjustment	0.00	Allocation	Incomplete <input checked="" type="checkbox"/>

Recalculate

**Contract Line Pricing** ⓘ

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Amounts

Detail

Retrieve Billing Price	Line Number	Product	Current Billing Limit	New Billing Limit	Adjustment Billing Limit	Limit Check
<input type="checkbox"/>	1	GRANTS_REIMBURSABL	312,360.00	302,360.00		Limit Check <input type="button" value="Limit Check"/>

The updated QRG will be available from the **Need Help?** listing.