

# Grant Writing and iGMS Technical Assistance Seminar

Presented By:  
The Indiana Department of  
Homeland Security Grants  
Management Branch



## AGENDA

- 9:00-9:30: Registration
- 9:30-11:30: Breakout sessions
  - Secured School Safety
  - Emergency Management
- 11:30-1:00: Break for lunch  
(not provided)
- 1:00-3:30: Indiana Grants Management System (iGMS) technical training
- 3:30-4:00: Questions

## TOPICS

### Breakout Sessions:

- School Safety:
  - Grant proposal changes, funding overview, match, grant writing techniques
  - This will cover the Secured School Safety Grant Program
- Emergency Management:
  - Grant proposal changes, funding overview, match, grant writing techniques
  - This will cover EMPG, HSGP, HMEP, Homeland Security Foundation

### iGMS Technical:

- How to submit a proposal and budget
- How to track the grant agreement
- How to create a Request for Expenditure (RFE)
- How to process invoices and receive payments
- Inventory and equipment tracking
- Quarterly Reports

## LOCATIONS

District	Date	Time	Location
1	February 12 (New Date)	9:00- 4:00 CST	Lake County Government Center 2293 N Main Street Crown Point, IN 46307
2	February 19 or February 26	9:00- 4:00 EST	Online Webinar Log into the webinar at: <a href="https://connect.iu.edu/idhs-school-safety/">https://connect.iu.edu/idhs-school-safety/</a> (passcode: stayinschool).
3	February 19 or February 26	9:00- 4:00 EST	Online Webinar Log into the webinar at: <a href="https://connect.iu.edu/idhs-school-safety/">https://connect.iu.edu/idhs-school-safety/</a> (passcode: stayinschool).
4	February 11	9:00- 4:00 EST	Tippecanoe County Fairgrounds Home Ec Building, 1010 Teal Road Lafayette, IN 47905
5	February 13	9:00- 4:00 EST	Noblesville Schools Admin Building 18025 River Road Noblesville, IN 46062
6	January 29	9:00- 4:00 EST	Delaware County EOC 210 S. Jefferson Street Muncie, IN 47305
7	January 13	9:00- 4:00 EST	Prindle Institute of Ethics 2961 West County Road 225 South Greencastle, IN 46135
8	February 19 or February 26	9:00- 4:00 EST	Online Webinar Log into the webinar at: <a href="https://connect.iu.edu/idhs-school-safety/">https://connect.iu.edu/idhs-school-safety/</a> (passcode: stayinschool).
9	February 4 (New Date)	9:00- 4:00 EST	Switzerland Co. Tech & Ed Center 708 Seminary Street Vevay, IN 47043
10	January 27	9:00- 4:00 CST	EVSC Southern Indiana Career and Technical Center, 1901 Lynch Road Evansville, IN 47711
IDHS	February 25	9:00- 4:00 EST	Indiana Government Center South Conference Rooms B & C 302 West Washington Street Indianapolis, IN 46204

Register at: <https://www.surveymonkey.com/s/iGMSGrantWritingSeminar2014>