



## *RBS Finance & Grants Committee*

2021-2022 Final Committee Report

**Date: September 19, 2022**

### Committee Charter

NASBLA's Recreational Boating Safety Finance & Grants Committee focuses on best practices and resources for state RBS grants management and financial interactions with the U.S. Coast Guard Boating Safety Division.

The **2022 Finance & Grants Committee** is assigned a total of four (4) charges for the 2021 – 2022 Committee year. Tom Guess (VA) serves as Chair of the committee. Joe McCullough serves at the NASBLA Executive Board Liaison.

#### **FG 2022-1 : Grant Narrative Writing**

*Charge Leader: Danny Rodriguez Members; Laurel Anders, Cody Jones, Clay Marques*

For the purpose of reducing administrative time spent on grant narrative writing, produce a standard RBS grant application form available for all states to use when submitting grant applications to the USCG RBS State Program Grant Program. Work with the USCG to ensure all narrative requirements are met within the construct of the form

**Deliverable(s):** The committee developed a package of training tools and reference documents to share with the states for the purpose of educating grant coordinators and reducing administrative time spent on grant narrative writing. The package includes targeted references to the Notice of Funding Opportunity (NOFO) for the RBS State Grant Programs, a grant writing template, two example narratives provided by the states and the U.S. Coast Guard, the updated State Guide, two U.S. Coast Guard PowerPoint presentations and a micro-learning video, "Writing a Better Application Narrative".

**Next cycle recommendation: Carry over.** The committee will continue to work on the "template" and work to gain feedback from the USCG in this round of narratives to determine additional resources and training to be developed around grant narrative writing.

#### **FG 2022-2 : Sport Fish Restoration and Boating Trust Fund**

*Charge Members: Olivia Drown, Tom Guess, Ben Murray*

Examine the historical successes of the national RBS program and recommend marketing materials to aid in the reauthorization of the Sport Fish Restoration and Boating Trust Fund and the State's understanding of where the money comes from, where it goes and how it is working for the States.

**Deliverable(s):** The committee is continues to collect information from our partners and the states in order to build a visual dashboard to support state efforts in promoting state recreational boating safety programs both in their states and nationally. The committee also continues to utilize opportunities to promote and educate the States and stakeholders on the Sport Fish Restoration and Boating Trust Fund.

**Next cycle recommendation: Carry Over.** Continue to collect data for a visual dashboard and marketing materials. Promote and provide education around the Trust Fund.

### **FG 2022-3 : Training**

*Charge Leader: Laurel Anders Charge Members: Yolanda Cooley, Cody Jones, Gary Jensen*

Develop and facilitate virtual and in person training for financial and grant management staff. Develop and launch a training survey for financial and grants management personnel on what training they need.

**Deliverable(s):** Members of the committee worked with the states and the U.S. Coast Guard to identify and outline training needs for state grant administrators and coordinators. Committee members produced an “RBS Grant Form Tool” training video to supplement the training options available to state financial and grants management staff, including the “RBS Budget Tool” video tutorial produced earlier in the year. As a result, a total of eleven training videos are now hosted on the Grants Training section of the NASBLA E-learning Portal. A notification of the release of the 2022 State NOFO was drafted by the committee and included information promoting the availability of these resources. This notification was published in the BLA Brief. A second notification was included in the BLA Brief upon the release of the “RBS Grant Form Tool” video.

**Next cycle recommendation: Carryover.**

### **FG 2022-4 : State Guide**

*Charge Leader: Trevor Carbo, Charge Member: Debra Holmes, Danny Rodriguez, Clay Marques*

Review the updated State Guide. Determine and develop resources to be made available to state personnel for the understanding and implementation of the State Guide.

**Deliverable(s):** The committee continues to review the recently updated State Guide to determine and develop resources that will aid state personnel in understanding and implementing the requirements addressed in the State Guide for the Recreational Boating Safety State Grant Program.

**Next cycle recommendation:** The committees sees this as an ongoing responsibility of committee to monitor charges to, and suggest updates for, the State Guide on behalf of the states while also identifying training needs.