RBS Finance & Grants Committee

2022-2023 Final Committee Report

Date: September 22, 2023

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 **2023 Finance & Grants Committee** is assigned a total of four (4) charges for the 2022 – 2023 Committee year. Danny Rodriguez (AZ) served as Chair of the committee, Clay Marques served as Vice Chair and Joe McCullough served as the NASBLA Executive Board Liaison.

FG_2023-1: Grant Application Processes

Charge Leader: Chris Jones Working Group: Danny Rodriguez, Gary Jensen, Laurel Anders, Dan DeTullio, Brady Phillips, Lee Ellis and Cynthia Dudzinski

For the purpose of reducing administrative time spent on the grant application and management process, produce best practice documents available for all states to use and reference when submitting grant applications, reports and required information to the USCG RBS State Program Grant Program. Work with the USCG to ensure all requirements are met. Assist in developing training opportunities around the grant application process. Work with the USCG to establish in person opportunities for states to meet with USCG grant managers to review RBS grant narratives and applications (i.e., grant narrative, budget tool, equipment list, quarterly reports, PRPI, PRPII, registered vessel reporting).

Deliverable(s): The Committee worked closely with the U.S. Coast Guard to develop a best practice document for states to use and reference when submitting grant applications, reports and required information to the RBS State Grant Program. For the purpose of educating grant coordinators and reducing administrative time spent on grant narrative writing, the final product was developed as a calendar with helpful tips and resources linked to each required task throughout the year. Quick links were added to the Finance & Grants Committee homepage that take you directly to the downloadable calendar and online training available.

Prior to the release of the 2024 State Notice of Funding Opportunity, the committee participated in a review of the guidance regarding the Annual Performance Report. The final product was released to the States as 'Appendix A. Annual Performance Report Narrative Guidance' in the 2024 State Notice of Funding Opportunity.

FG_2023-2: Sport Fish Restoration and Boating Trust Fund

Charge Leader: Ben Murray Working Group: Cody Jones, Olivia Drown, Danny Rodriguez

Develop resources and marketing materials (i.e., Dashboards) to aid the States in promoting their RBS programs and the Sport Fish Restoration and Boating Trust Fund. Assist the states in understanding where the Sport Fish Restoration and Boating Trust Fund money comes from, where it goes and how it is working for the States. Provide resources that educate the states.

Deliverable(s): The committee identified specific data sets to be included in a new NASBLA dashboard to showcase state use of federal and state RBS dollars. Data sets are continuing to be compiled, and dashboards will be built pending NASBLA Dashboard licensing for 2024.

FG_2023-3: Training

Charge Leader: Clay Marques Working Group: Chris Jones, Danny Rodriquez and Gary Jensen

Develop and facilitate virtual and in person training for BLAs and financial and grant management staff on the RBS grant application process and how to maximize their federal and state dollars. Develop and launch an annual training survey to determine additional training needs.

Deliverable(s): The committee reviewed the training available in the Grants Training section of the NASBLA eLearning Portal, re-organized the resources to align with the calendar outline and linked related training videos to the calendar. This assists agency personnel by providing a single document that can be referenced with additional information included. Quick links were added to the Finance & Grants Committee homepage that take you directly to the downloadable calendar and online training available.

FG_2023-4: State Guide

Charge Leader: Cody Jones Working Group: Lee Ellis, Deborah Holmes, Chris Jones, Ben Murray and Cynthia Dudzinski

Work with the states and USCG to continually review the State Guide for suggested improvements as needed. 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 work with the U.S. Coast Guard to develop training and opportunities for in person interactions with USCG grant managers to review RBS grant narratives and applications. The committee also continues to get state membership feedback on grant management and the State Guide to inform plans for additional training development.