

Strengthening Grant Management Functions in Puerto Rico

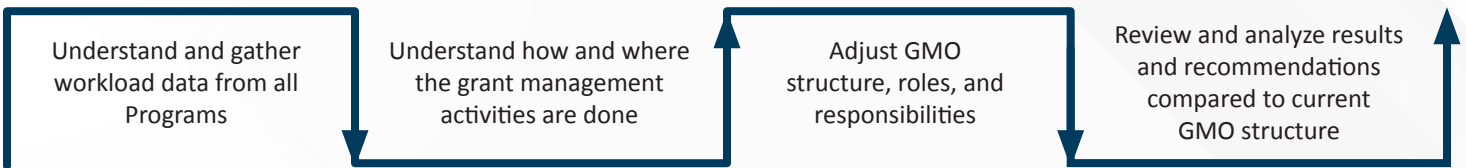


The Grants Management Office (GMO) Structure Optimization Toolkit is used to comprehensively assess a health department's current federal grant workload, grant management office staffing requirements, and potential opportunities to optimize grant management activities in support of Programs. It includes a set of electronic tools designed to conduct an annual self-assessment to recommend the best structure to manage grants and allocate costs.



Support the Puerto Rico Department of Health (PRDOH) to improve its internal grants management capacity and oversight to maximize federal funding outcomes by using the Toolkit recommendations as a guide to implement and sustain a more centralized GMO. At the PRDOH, the GMO is composed of the Federal Affairs Office and the Project Management Office (PMO).

Implementation Process

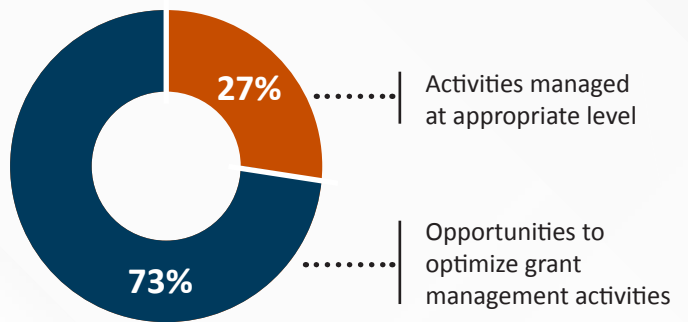


GMO Toolkit Outputs

Chart 1

GMO Projected Workload	Current GMO Structure
Large	Decentralized
Federal Funds Assigned	Federal Funds Assigned
\$5,227,000	*See Chart 2
Public Health Programs	Activities Managed at the Appropriate Level
31	27%
Active Federal Grants	Opportunities to Optimize Grant Management Activities
72	73%

*Chart 2: Current GMO Structure Federal Funds Assigned



Lessons Learned

- The Toolkit serves to establish collaboration between GMO and the Programs and better understanding of their needs.
- Toolkit outcomes and recommendations are not limited to help jurisdictions develop a centralized GMO; they also help agencies better understand how they are managing grants.
- The toolkit can help better understand the grant management cycle and GMO responsibilities.
- The toolkit will be used differently depending on GMO maturity, for example to recommend initial GMO structure for agencies, as well as help optimize a current operating GMO.

PRDOH's Experience

"Implementing the GMO Toolkit recommendations will support and modernize the existing infrastructure, improving foundational public health services and capabilities. The anticipated benefits include a shift from insular or individual Programs to a more cohesive, 'one organization' approach to grant management.

The new structure should increase information flow, create a more inclusive organizational culture, and enhance accountability. It will be essential to monitor the effectiveness of this approach and make necessary adjustments as required."

PMO Project Coordinator at PRDOH