

**Competitive** \*Due Noon MST

**October**

|          |        | Who             | What   |
|----------|--------|-----------------|--|
|          |        | CNCS            | Notice of Funding Opportunities from CNCS is posted<br>Staff Consults with the Department of Administration on the RFP process   |
|          |        | OCS Staff       | Post CNCS NOFO and Montana Grant Review Timeline on Website<br>Email NOFO and Application Instructions to Interested Persons List  |
| 4th Week | 26-Oct | Full Commission | Commission Meeting (in person)- Training and State Service Plan  |
| 5th Week | 31-Oct | OCS Staff       | Post RFP & NOFO and Application Instructions on Website<br>Email RFP & NOFO and Application Instructions to Interested Persons List<br>Technical Assistance Period Begins (via e-mail and updated web posts) |

**November**

|          |        |           |  |
|----------|--------|-----------|--|
| 2nd Week | 14-Nov | Applicant | Letter of Intent (all Applicants) and Financial Readiness Survey (new Applicants only) due   |
|          |        | OCS Staff | Review Letters of Intent and Readiness Surveys & staff makes recommendations to move forward |

**December**

|          |        |                 |   |
|----------|--------|-----------------|---|
| 1st Week | 5-Dec  | Applicant       | Applications due in eGrants<br>Technical Assistance Period Ends   |
|          |        | OCS Staff       | Grant Review Notebooks mailed to G.R. Workgroup   |
|          | 7-Dec  | G.R. Workgroup  | Receive and Review all Applications   |
|          |        | OCS/GRWG        | Training on Grant Review Process - Webinar<br>Discuss and Ensure there are no Conflicts of Interest   |
| 2nd Week | 13-Dec | OCS/GRWG/App    | In-Person Interviews of Selected Applicants   |
|          |        | G.R. Workgroup  | Grant Review makes Recommendations, Commissioners Provide Ranking using the Ranking Process   |
|          |        | OCS Staff       | Provides Feedback on Apps & Program Compliance, Recruitment/Retention, & Meeting CNCS Performance Criteria<br>Grant Review Committee's Recommendations sent to all Commissioners and Applicants |
| 2nd Week | 14-Dec | Full Commission | Commission Meeting (video conference) to vote on G.R. Committee Funding Recommendations   |
|          |        | OCS             | Applicants Notified of Funding Recommendations<br>Applicants Given Technical Feedback   |

**January**

|          |        |           |   |
|----------|--------|-----------|---|
| 2nd Week | 11-Jan | Applicant | Revised Application due in eGrants (TENTATIVE DATE)                   |
| 3rd Week | 18-Jan | OCS       | Staff Submits State Competitive Applications to CNCS (TENTATIVE DATE) |

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| <b>October</b>  |        | Who             | What   |
|-----------------|--------|-----------------|--|
|                 |        | CNCS            | Notice of Funding Opportunities from CNCS is posted  |
|                 |        |                 | Staff Consults with the Department of Administration on the RFP process                                    |
|                 |        | OCS Staff       | Post CNCS NOFO and Montana Grant Review Timeline on Website  |
| 4th Week        | 26-Oct | Full Commission | Email NOFO and Application Instructions to Interested Persons List   |
| 5th Week        | 31-Oct | OCS Staff       | Commission Meeting (in person)- Training and State Service Plan  |
|                 |        |                 | Post RFP & NOFO and Application Instructions on Website  |
|                 |        |                 | Email RFP & NOFO and Application Instructions to Interested Persons List                                   |
|                 |        |                 | Technical Assistance Period Begins (via e-mail and updated web posts)                                      |
| <b>November</b> |        |                 |  |
| 1st Week        | 7-Nov  | OCS/App         | Technical Assistance Call  |
| 2nd Week        | 14-Nov | Applicant       | Letter of Intent (all Applicants) and Financial Readiness Survey (new Applicants only) due                 |
|                 |        | OCS Staff       | Review Letters of Intent and Readiness Surveys & staff makes recommendations to move forward               |
| 4th Week        | 28-Nov | OCS/App         | Technical Assistance Call  |
| <b>December</b> |        |                 |  |
| 1st Week        | 5-Dec  | Applicant       | Applications due in eGrants  |
|                 |        |                 | Technical Assistance Period Ends   |
| 2nd Week        | 7-Nov  | G.R. Workgroup  | <del>Training on Grant Review Process- Webinar</del>   |
|                 |        |                 | <del>Discuss and Ensure there are no Conflicts of Interest</del>   |
|                 | 9-Nov  | OCS Staff       | Grant Review Notebooks mailed to G.R. Workgroup  |
|                 |        | G.R. Workgroup  | Receive and Review all Applications  |
|                 | 7-Dec  | OCS/GRWG/App    | In-Person Interviews of Selected Applicants  |
|                 |        | G.R. Workgroup  | Grant Review makes Recommendations, Commissioners Provide Ranking using the Ranking Process                |
|                 |        | OCS Staff       | Provides Feedback on Apps & Program Compliance, Recruitment/Retention, & Meeting CNCS Performance Criteria |
|                 | 7-Dec  | OCS             | Grant Review Committee's- Staff recommendations sent to all Commissioners and Applicants                   |
| 2nd Week        | 14-Dec | Full Commission | Commission Meeting (video conference) to vote on G.R. Committee Staff Funding Recommendations              |
|                 |        | OCS             | Applicants Notified of Funding Recommendations   |
|                 |        |                 | Applicants Given Technical Feedback  |
| <b>January</b>  |        |                 |  |
| 2nd Week        | 11-Jan | Applicant       | Revised Application due in eGrants (TENTATIVE DATE)  |
| 3rd Week        | 18-Jan | OCS             | Staff Submits State Competitive Applications to CNCS (TENTATIVE DATE)                                      |