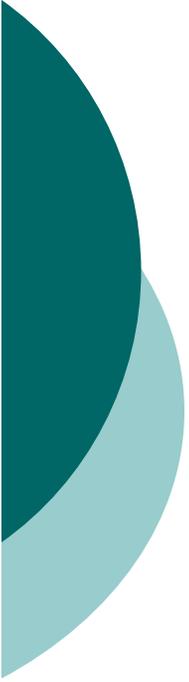


# Maximizing the Use of Grants Management Software

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**Technology Affinity Group (TAG)  
2003 Fall Conference  
Washington, DC**

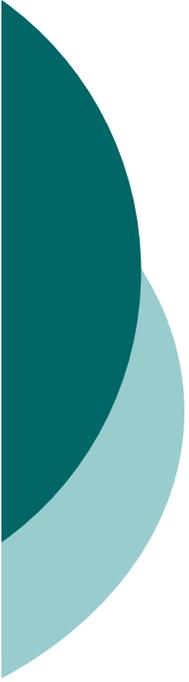
**Martin Schneiderman  
Information Age Associates  
47 Murray Place  
Princeton, NJ 08540 USA  
[www.iaa.com](http://www.iaa.com)  
609-924-6936**



# Presenters

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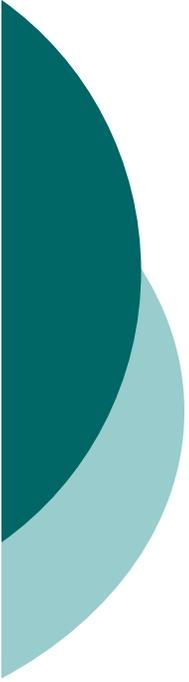
- i **Marty Schneiderman**  
President - Information Age Associates  
Technology Editor - Foundation News & Commentary
- i **Richard Dunlap**  
Program Director – Information Systems  
Kresge Foundation
- i **Bob Lukitsch**  
Business Manager  
McCune Foundation



# Technology Issues That Grantmakers Report Are Most Difficult to Address

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1. Online grantmaking and online donor information
2. Integration of database software with other applications
3. Expansion and maintenance of Web sites
4. API and Internet interfaces to donors, professional advisors and nonprofits
5. Improved access to data and enhanced workflow efficiencies to link our different systems
6. Accountability tools to better assess and communicate grant impact, grantee effectiveness and searchable nonprofit data
7. Seamless link from our accounting systems to investment managers, brokers, banks and custodians

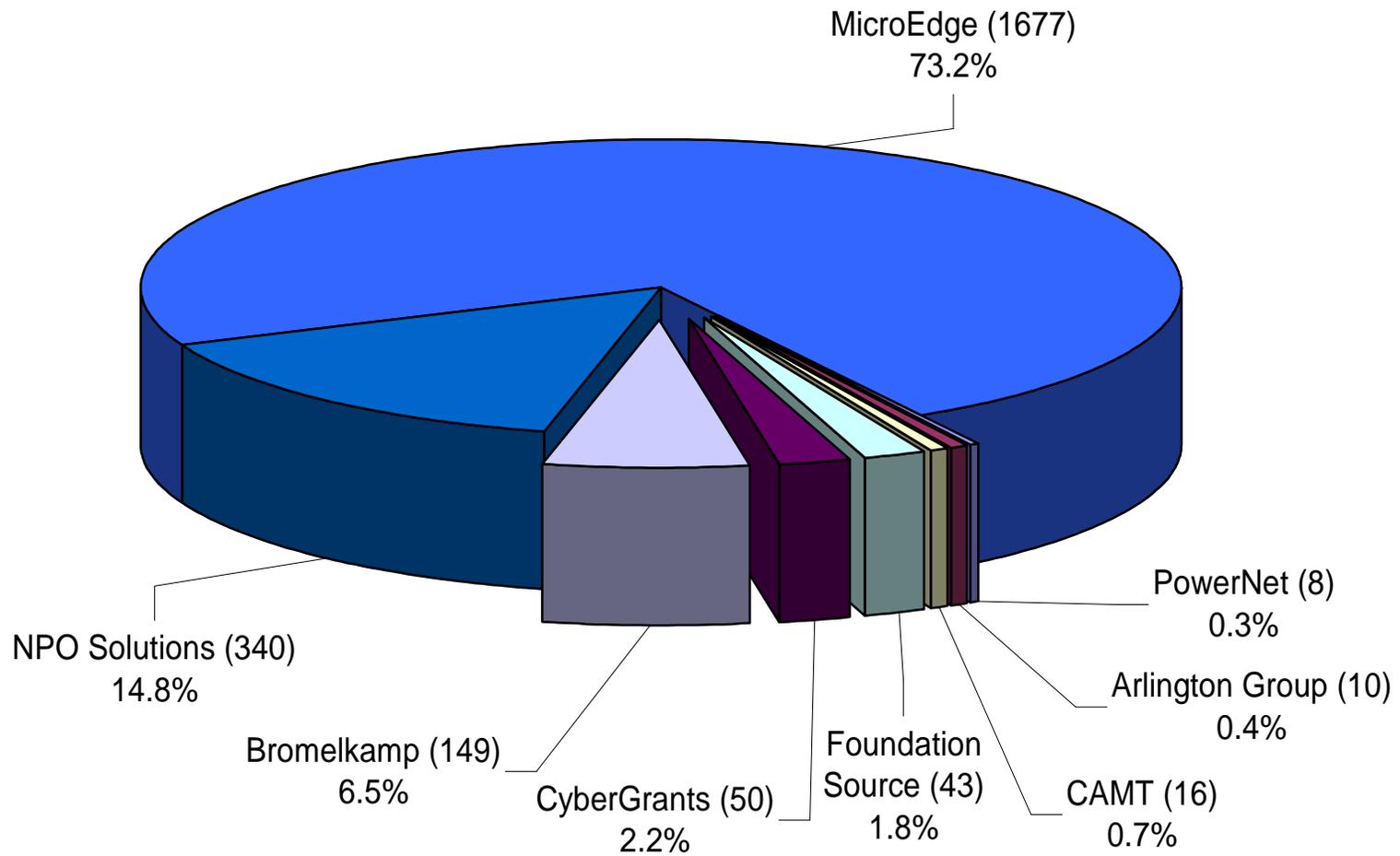


# Market Trends in Grants Management Software and Services

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- i Fewer vendors and continuing market consolidation

# U.S. Market Commercial Grants Management Software and Services



Source: Vendor reports of active clients as of 12/31/02

# Major Commercial Vendors and their Products

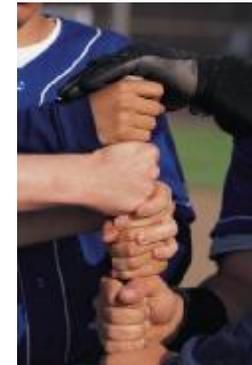
<b>Company</b> <small>(2000 clients / 2002 clients) *</small>	<b>Major Products and Services 2003</b>
<b>Arlington Group</b> <small>(4/10)</small>	EasyGrants, PDQueue, optional Easygrants modules
<b>Bromelkamp Company</b> <small>(150/150)</small>	First Pearl, Pearl, Community Pearl, eGRANT.org, FundWeb.org, and Pearl optional modules
<b>CAMT</b> <small>(7/16)</small>	eGRANT, eGRANTjr., optional modules
<b>CyberGrants</b> <small>(not reported / 50+)</small>	CyberGrants
<b>Foundation Source</b> <small>(none/43)</small>	Foundation Source
<b>MicroEdge</b> <small>(1500+/1800+)</small>	GIFTS, Essential GIFTS, MyGIFTS, IGAM, ReviewerConnect, optional modules
<b>NPO Solutions</b> <small>(255/350+)</small>	FIMS, FoundationPower, IGAM, Advisor Xpress, Host*Net, Safety*Net, DAF
<b>PowerNet</b> <small>(30/42)</small>	PowerOFFICE for Grantmakers, PowerPEOPLE

\* Vendor reported number of clients using systems  
in production worldwide on December 31 of each year

# Market Trends in Grants Management Software and Services

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- i Fewer vendors and continuing market consolidation
- i Growth in ASP hosting services to 4 percent
- i Entry of completely outsourced foundation services
- i Growth in the use of online grant applications
- i Fewer custom and more flexible commercial systems
- i Collaborations and partnerships
- i Open Architecture and Application Programming Interfaces (API)
- i Microsoft .NET framework and Web Services
- i Links to OFAC compliance services



# Develop Requirements

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Management Speak:

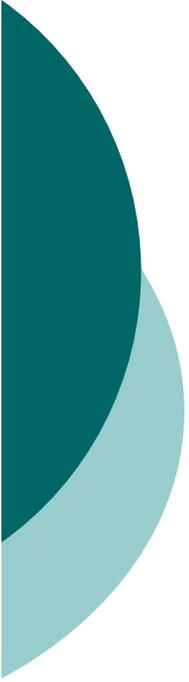
“We would like the solution to be as flexible as possible.”

Translation:

“Discovering our requirements will be like nailing Jell-O to a wall.”

- IS Survivalist Joseph Baxter





# Common Systems

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Management Speak:

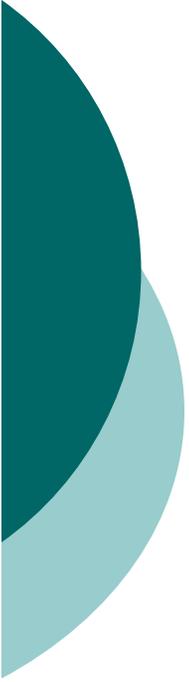
*"Of course, a common system is in everyone's best interest."*

Translation:

**"I'll support the project it as long as the final product looks and works just like OURS."**

# ASP Services, Interoperability and New Development Platforms

Vendor	ASP	API / SDK	.NET and Web Services
<b>Arlington Group</b>	Yes (optional)	Yes Financial and CRM	.NET for Easygrants today
<b>Bromelkamp</b>	Yes (optional) via WTS or Citrix	No But provides program source code	No
<b>CAMT</b>	Optional, but no current clients	No	.NET planned
<b>CyberGrants</b>	Yes, all but one	No	No
<b>Foundation Source</b>	Yes, a full service offering for all clients	No	No
<b>MicroEdge</b>	No Low client demand	1Q 2004 majority of GIFTS functionality 4Q 2004 expanded	.NET and Web Services planned
<b>NPO Solutions</b>	Yes, optional via Citrix Server	FIMS 4Q 2004	.NET and Web Services planned
<b>PowerNet</b>	Yes, ~30% of clients	No	No



# Application Programming Interface and Software Development Kit (SDK)

---

- i Provides external programs with access to data and services
- i Technical staff can use programming languages to create a "front-end" or design integrated customized programs
- i Can adhere to business rules
- i Can do edit checking and ensure data integrity
- i Can log transactions
- i Facilitates application upgrades
- i New functionality as plug-ins

API



# What are Web Services?

---

- i The emerging standard for interoperability among Internet based applications
  - | eXtensible Markup Language (XML)
  - | Simple Object Access Protocol (SOAP)
  - | Web Services Description Language (WSDL)
  - | Universal Description Discovery and Integration (UDDI)
- i Enables applications to talk to each other without human intervention
- i Platform neutral (*supposedly*)
- i Ramping up in 2003 – wider adoption expected in 2004





# Vendor Strategic Plans and Product Enhancements

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- i Descriptions of each grants management software and service provider's strategic directions and future product enhancements are available online at:

[www.iaa.com/resources/gmstrategy2003.pdf](http://www.iaa.com/resources/gmstrategy2003.pdf)

# Compliance with the U.S. Patriot Act is a Challenge



This regulation applies to all grantmakers that are making grants to any organization, either in the U.S. or in a foreign country, that may be associated with an Office of Foreign Assets Control (OFAC) identified Blocked Person or Specially Designated Nationals (SDN).

This is especially difficult to determine for some of the following reasons:

- | A nonprofit organization that is currently designated as a 501(c)(3) by the IRS can be an OFAC identified blocked organization or be associated with blocked individuals.
- | There is no possible way for a funder to identify and review the names of all people who are associated with the nonprofit organizations that they are considering for funding.
- | Many of the names on the OFAC list of Blocked Person or Specially Designated Nationals are common names throughout the world. especially in Arabic countries.



# U.S. Patriot Act Verification Lists

- i OFAC SDN list
- i OFAC Blocked Countries

## OFAC Sources

- i Bureau of Industry and Security (Export/Import sanctioned entities)
- i Canadian Consolidated List (OSFI)
- i FBI Hijack Suspects
- i FBI Most Wanted
- i FBI Most Wanted Terrorists
- i FBI Seeking Information
- i FBI Top Ten Most Wanted
- i Non-Cooperative Countries and Territories
- i Politically Exposed Persons
- i Unauthorized Banks

## U.S. Homeland Sources

- i Bank of England
- i DTC Debarred Parties
- i European Union Terrorism List
- i Interpol Most Wanted
- i United Nations Consolidated List
- i World Bank Debarred Parties

## World Sources

# U.S. Patriot Act and OFAC Compliance Verification Tools

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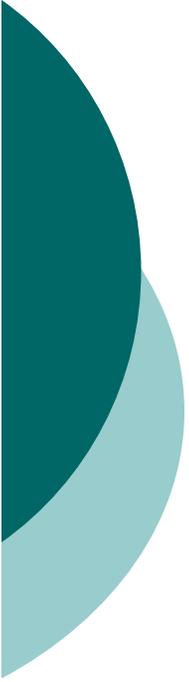
- i **Bridger Systems**
  - | OFACTRACKER
  - | HOMELANDTRACKER
  - | WORLDTRACKER
- i **ChoicePoint** (acquired Bridger)



- i **Equifax**
- i **GuideStar**
  - | EZ Basic Information
  - | Charity Guard (future)



- i **RDC (Regulatory Data Corporation)**
  - | GRID (Global Regulatory Information Database)



# Steps to Take Now to Ensure U.S. Patriot Act Compliance

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1. Consult with qualified legal counsel
2. Conduct a risk assessment
3. Decide which lists and what you'll need to check
4. Identify and evaluate compliance products for capabilities, ease of use and cost
  - | Frequency and ease of updating
  - | Integration with grants management system
  - | Setting thresholds
  - | White lists for false positives
  - | Reporting
5. Select a compliance checking tool from an established and financially sound vendor with a strong SLA
6. Teach primary and backup staff to use the system
7. Revise your workflow and operational procedures as required

# Grants Management Vendor U.S. Patriot Act Compliance Verification

Vendor	Org	Contact	Integrated Compliance Verification *
Arlington Group	N	N	None to date – Lack of demand from clients  EasyGrants is has the capability to link to external databases
Bromelkamp	Y	N	Built-in seamless hot link to GuideStar EZ Basic and optional Charity Check information services for OFAC organization checking
CyberGrants			Vendor chose not to report
Foundation Source			Response pending

\* Vendor describes that this will be available on or before 12/31/03

# Grants Management Vendor U.S. Patriot Act Compliance Verification

Vendor	Org	Contact	Integrated Compliance Verification *
MicroEdge	Y	Y	<p>Built-in seamless hot link to GuideStar EZ Basic and Charity Check for OFAC organization checking</p> <p>Provides all clients with a set of custom data export reports to enable easy use with Bridger Tracker (all versions) and other selected compliance products</p> <p>Exploring more integration with GIFTS based on clients' expressed needs</p>
NPO Solutions	Y	Y	<p>Provides all clients with a set of custom data export reports to enable easy use with Bridger Tracker (all versions) and other selected compliance products</p> <p>Exploring more seamless integration with FIMS based on clients' expressed needs</p>

\* Vendor describes that this will be available on or before 12/31/03

# Employee Giving Service Provider U.S. Patriot Act Compliance Verification

Vendor	Org	Contact	Compliance Verification *
4Charity	Y	N	Organization checking using only the U.S. Treasury Department OFAC list downloaded weekly
AmeriGives	Y	Y	Organization checking using only the U.S. Treasury Department OFAC list downloaded monthly  Contact checking is an optional fee-based service
CreateHope	Y	Y	Comprehensive U.S. Patriot Act compliance checking of organization and primary contact information at no additional charge for clients using an integrated version of Bridger WorldTracker  Optional enhanced fee-based service to solicit and check up-to-date contact information about officers and board members

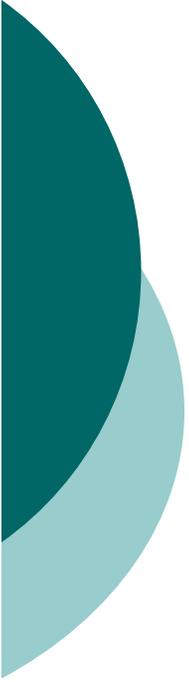
\* Vendor describes that this will be available on or before 12/31/03



# Employee Giving Service Provider U.S. Patriot Act Compliance Verification

Vendor	Org	Contact	Compliance Verification *
JK Group	Y	Y	Comprehensive U.S. Patriot Act compliance checking of organization and primary contact information at no additional charge for all clients  Optional enhanced fee-based service to solicit and check up-to-date contact information about officers and board members
KindMark			Vendor chose not to report

\* Vendor describes that this will be available on or before 12/31/03



# Federal E-Grants Initiative

---

**Grants.gov**



- i One of 24 initiatives of the E-Government program for improving access to government services via the Internet
- i Established technology standards
  - | Fully Web based
  - | XML data format
  - | Microsoft or Oracle SQL database
  - | SSL and S/Mime security
- i All components will use Commercial Off The Shelf software (COTS)

# Capabilities / Advanced Functions of the Best Grants Management Systems

---

- One-step mailmerge with Word and export to Excel
- Contact management with one-to-many relationships
- Synchronization with Outlook/Exchange contacts and calendar – personal or group address books
- Document management with up-to-date viewers
- Built-in calendar/scheduling
- Workflow management
- Review management
- Program and grant evaluation
- Flexible ad-hoc query with saved searches
- Powerful and flexible report writers



# Capabilities / Advanced Functions of the Best Grants Management Systems

---

- ▶ Comprehensive library of standard reports that can be modified
- ▶ User defined hierarchical coding structure
- ▶ Custom screens with user-defined fields that can be used in all reports and also permit calculations
- ▶ Web-based application forms that look just the way that you want them
- ▶ Branching eligibility quizzes
- ▶ Online submission of grantee reports with automatic virus checking of all incoming files
- ▶ Secure full-featured Web-based system access

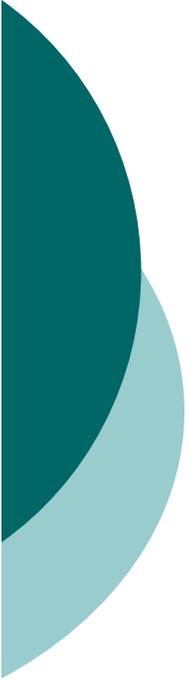


# Capabilities / Advanced Functions of the Best Grants Management Systems

---

- Personalized interfaces for different users
- Selected grant data can be posted on a Web site
- Application programming interface to enable two-way read/write links to other programs via an API
- Supported two-way links to accounts payable packages
- Dynamic links to GuideStar and USPA compliance services
- Collaborative online budget development
- Support of both cash and accrual accounting
- Systems security and audit trails for all key events





# The William Penn Foundation Web Integration - Access to Grant Data

---

- § Integrate more flexible search capabilities (keywords or phrases)
- § Query grants database by Foundation-defined code tables (already established in GIFTS)

# Web Interaction – www.williamspennfoundation.org

Search Grants - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media Print View Source Help

Address [http://www.williamspennfoundation.org/search\\_site3576/search\\_site.htm](http://www.williamspennfoundation.org/search_site3576/search_site.htm) Go

or the search windows.

[Join Our E-mail List](#)

[Site Map](#)

**Keyword Search**

**Organization Name**

**Program Areas**

You can search an entire program area (i.e., Children, Youth, and Families), or more specifically for a specific priority (i.e., School Readiness) listed within a program area, or even an objective (i.e., Family Support) listed within a priority.

50th Anniversary - Fairmount Park  
50th Anniversary-library  
Arts & Culture  
    - Robust Cultural Community  
        - Create New Cultural Opportunities  
        - Create/Present High-Quality Work

**Approval Date**

Date that a grant was approved.

2002  2001  2000  2000 - 2002

**First Time Grant?**

"Yes" represents the first time that WPF has awarded a grant to this organization.

yes

**Geographic Area Served**

Done Internet

## Web Integration (continued)

Search Grants - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media Print View Source

Address [http://www.williamspennfoundation.org/search\\_site3576/search\\_site.htm](http://www.williamspennfoundation.org/search_site3576/search_site.htm) Go

yes

### Geographic Area Served

The primary geographic area that the project funds are serving.

COUNTY

- Atlantic County (NJ)
- Berks County (PA)
- Bucks County (PA)
- Burlington County (NJ)
- Camden County (NJ)

### Organization Type

Such as a community development corp., an historic site, or a library, etc. - designates the type of organization being funded (as defined by its mission statement).

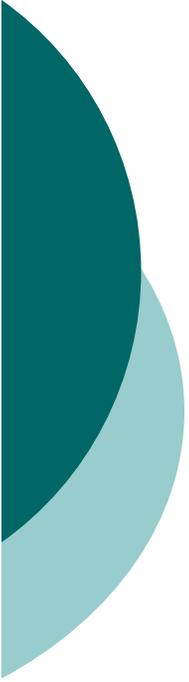
- Advocacy/Policy
- Agency/Direct Services
- Alliance/Umbrella
- Architectural
- Art Gallery
- Arts Education

### Type of Support

Such as challenge grant, land acquisition, or research, etc.-- designates the specific type of funding provided

Administrative Capacity (not program)

Done Internet

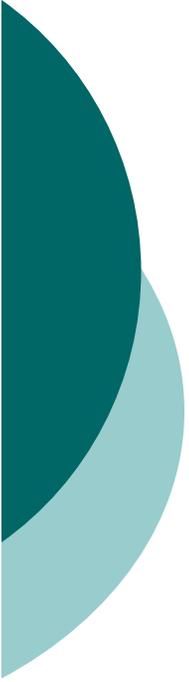


# The Annie E. Casey Foundation Improving Data Integrity

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- i Data is the foundation of the system
- i Good grant data increases ROI
- i Problems
  - | Initial Implementation
  - | Unrestricted access by untrained users
  - | No data consistency existed leading to incomplete information
  - | Data Security – a big issue
  - | Legacy system doesn't match business rules/processes

Source: Earl Taylor  
The Annie E. Casey Foundation



# The Annie E. Casey Foundation Request Initiation Form

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- i **The RIF is born – Request Initiation Form**
  - | Read-only interface with GIFTS requiring manual data input back to GIFTS
- i **External software that follows our business process and enforces many business rules**
- i **Future Platform**
  - | eRIF – Intranet-based enabling routing, more business rule assistance/enforcement, real-time connectivity to financial data



## eRIF - (New) - Description

Type: Continuation

Grantee: Germantown Settlement

Staff: Sherece West

Grant: 202.0125 Request:

Project Title: support completion and distribution of documentation products of local lessons and experience in the Rebuilding Communities Initiative (RCI) in Germantown, Philadelphia, Pennsylvania, and to support the Germantown Community Collaborative Board (GCCB)

Requested Amount: \$80,000.00

Request Date:

Budget Date:  Meeting Date:

Start Date:  End Date:

Scope of Work: Document the work of Board members with community volunteers using the Customer Tracking System designed in consultation with Metis Associates Complete and distribute the following documentation products: GCCB Leadership Development Kit, GCCB CD-ROM, GCCB Brochure & Case Statement, and the GCCB web site; Support the GCCB in the following areas: 1) build upon existing resident leadership; 2) identify and provide strategies to support advocacy and neighborhood empowerment; 3) strengthen organizational capacity of the Board to manage programs, services, and oversee the



## eRIF - (New) - Coding Sheet

- Director
- Fund
- Funding Source
- Geographical Area Served
- Geographical Area Type
- Type Of Support

Type Of Support - Technical Assistance  
Director - Sandra Jibrell  
Geographical Area Type - Neighborhood-Level  
Geographical Area Type - Urban  
Geographical Area Served - Pennsylvania  
Fund - NT/FD  
Funding Source - 2003 Annual Budget  
Funding Source - 2003 Annual Budget - Fdn-Admin 2003

**Click Items To Remove**

Next>...



---

How to get the most out of  
the system that you have !

---

# Take it away Richard and Bob

