

2015 Joint Federal Programs Summit

Using the Grants Management System



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GMS Basics - Navigation

- Access the GMS through the Single Sign-on Portal.
 - <https://sdeweb01.sde.ok.gov/SSO2/Signin.aspx>
- The GMS Menulist
- The Application Select Page



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Menu List

You have been granted access to the forms below by your Security

On the Menulist – Click the Blue Link for the Plan or Application you want to work with.

Consolidated Plan

[Comprehensive District Academic Plan](#)
[Schoolwide Plan/School Improvement](#)
[Targeted Assistance](#)

Competitive Grants

[21st Century](#)
[21st Century Funded Projects Only](#)
[21st Century Special Projects](#)
[Math-Science Partnership](#)
[Math-Science Partnership - Project 544](#)
[Title X-C - Homeless](#)

IDEA

[Assurances and LEA Agreement](#)
[High Needs Tier 1](#)
[High Needs Tier 2](#)
[IDEA Consolidated Application](#)

NCLB

[Agency - Neglected And Delinquent - Project 531](#)
[Federal Assurances](#)
[Title I Comparability](#)
[Title I-A - Neglected](#)
[Title I-C - Migrant](#)
[Title I-D - Delinquent](#)
[Consolidated Application \(I-A, II-A, III-A, VI, CAC\)](#)
[Video Conferencing - Proj 543](#)

School Support

[ARRA - SIG-1003\(g\) - Project 537](#)
[School Improvement Plan - Project 515](#)
[SIG Plan - Project 519](#)
[SIG Plan Project 516](#)



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Applicant: 55-1012 EDMOND

[Click to Return to Menu](#)

Application Select - NCLB Consolidated

[Click for](#)

Application Select Page

These Action Buttons Enable AFTER selecting the Radio Button for the application you want to work with.

Select an application from the list(s) below and press on

Open Application

Create Amendment

Review Summary

Payments

Select	Application / Amendment	Original Submit Date	Substantially Approvable Date	OSDE Final Approval Date	Status	Status Date
2015-2016						
<input type="radio"/>	16-ConsolidatedApp-00 Original Application	10-12-2015			Submitted to OSDE	10-28-2015
2014-2015						
<input type="radio"/>	15-ConsolidatedApp-00 Amendment 6	07-13-2015		07-21-2015	Final Approved	07-21-2015
<input type="radio"/>	15-ConsolidatedApp-00 Amendment 5	06-24-2015		06-26-2015	Final Approved	06-26-2015
<input type="radio"/>	15-ConsolidatedApp-00 Amendment 4	06-10-2015		06-21-2015	Final Approved	06-21-2015
<input type="radio"/>	15-ConsolidatedApp-00 Amendment 3	05-28-2015		05-28-2015	Final Approved	05-28-2015
<input type="radio"/>	15-ConsolidatedApp-00 Amendment 2	02-24-2015		03-05-2015	Final Approved	03-05-2015
<input type="radio"/>	15-ConsolidatedApp-00 Amendment 1	02-03-2015		02-03-2015	Final Approved	02-03-2015
<input type="radio"/>	15-ConsolidatedApp-00 Original Application	10-24-2014	12-09-2014	12-10-2014	Final Approved	12-10-2014
2013-2014						
<input type="radio"/>	14-ConsolidatedApp-00 Amendment 10	07-09-2014		07-10-2014	Final Approved	07-10-2014



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Individual Web Pages are accessed by these rectangular Tabs. Click the Page Name to go to that Page.

Consolidated Applications have multiple sections – access through this Drop Down List

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Application Sections Consolidated Application

Printer Friendly

[Click to Return to Application Select](#)

[Click to Return to Menu List / Sign Out](#)

Allocations

Paraprofessionals

Submit

Application
History

Page_Lock
Control

Application
Print



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GMS Basics – Common Pages

- Most Applications Include:
 - Overview Page - describes the program including when applications are due
 - Budget Pages – where proposed expenditures are described using OCAS codes.
 - Submit Page – to send the application to OSDE for review. Security limits who can Submit.



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GMS Basics – Payments

- Once an Application is Final Approved, payments against its approved budget can be created and submitted.
- Summary Expenditure Reports (claims) are accessed through the Payments Button off the Application Select Page.

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GMS Basics – System Features

- Some Pages allow Document Uploads
 - No Special Characters in File Name
 - Only PDF, DOC, XLS files
 - Files over 2MB may Time Out while Uploading.
- Error Messages
 - Data Not Saved MUST be corrected before leaving the Tab, or changes will be lost.
 - Warnings are Saves, but MUST be corrected before Submitting



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GMS Basics – Can't SUBMIT ??

- Reasons Submit buttons are not displayed
 1. Assurances have not been agreed to.
 2. UserID is not Authorized to Submit.
 3. Date Range for Submit has passed.

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GMS Basics – Getting Help

- Questions about How to complete an application or claim – contact the program office using the “Contact Us” link.
- Questions about technical errors – contact the OMES Helpdesk, who will assign a ticket to be resolved.

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Thank you for Joining Us

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