



THE SECRETARY OF HEALTH AND HUMAN SERVICES
WASHINGTON, D.C. 20201

August 22, 2013

Dear Tribal Leader,

The Department of Health and Human Services (HHS) is pleased to announce a workshop on tribal grants access at the Hubert Humphrey Building in Washington, DC, on October 8 - 9, 2013. Tribes have consistently told HHS leadership about their difficulties in successfully obtaining HHS grant funding; as a result, the Department, with recommendations from the Secretary's Tribal Advisory Committee, has made improving tribal access to HHS grants a priority.

In December 2011 over 200 HHS staff participated in a "Supporting Tribal Access to Grants" training and workshop designed to increase their knowledge of tribal communities. On April 17, 2012, HHS hosted a webinar for tribal communities titled, "Finding HHS Grant Opportunities for Tribes." Both the workshop and webinar received positive feedback but also indicated that more work is needed. In response, the Department has worked hard to develop a workshop that both tribes and HHS staff can participate in together to improve tribal access to grants.

The workshop is designed to be informative and interactive and will include presentations, panel discussions, and technical assistance. In addition, the Department will unveil and provide technical assistance for the newly developed Grants Eligibility Tool that was designed to compliment other grant tools that tribes currently use to track grant-funding opportunities.

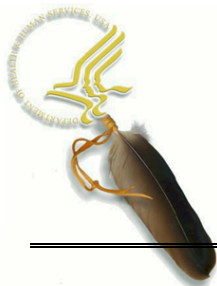
Please RSVP to the event by emailing your name, tribe, and number of attendees to consultation@hhs.gov. Due to space constraints, attendance will be capped at 75 participants.

The Department values your participation and feedback on how we can further improve tribal accessibility to grants and continue to foster relationships with tribal communities.

Sincerely,

A handwritten signature in black ink that reads "Kathleen Sebelius". The signature is written in a cursive style with a large initial "K".

Kathleen Sebelius



U. S. DEPARTMENT OF HEALTH & HUMAN SERVICES
HHS TRIBAL GRANTS ACCESS
AGENDA

Access to Grants Workshop for Tribal Communities

Objectives:

- To inform tribal communities about current HHS tools for accessing grant opportunities and the grants process at HHS
- To receive feedback from tribal communities on how HHS can improve accessibility
- To build a better working relationship between HHS and tribal communities

Day 1

- 9:00–9:15 A.M.** **Welcome and Introduction**
- 9:15-9:30 A.M.** **Overview of Grants Process**
PURPOSE: This session will provide a brief overview of the HHS grants process, from the application process through the close out process.
- 9:30–10:00 A.M.** **Accessing HHS Grants**
PURPOSE: This session will include discussion on the tools available to identify funding opportunities and the grant application process at HHS. It will include discussion on each of the tools used to identify current funding opportunity announcements for which Tribes are eligible.
- 10:00-12:00 P.M.** **Overview of Grant Review**
PURPOSE: This session will provide a brief review of the different ways HHS does grant review followed by a discussion on best practices as seen by the Tribes. HHS staff will also promote becoming grant reviewers to the tribal participants (make it possible to sign up at event)?
- 12:00-1:00 P.M.** **Lunch**
- 1:00-2:00 P.M.** **Grants Reporting**
PURPOSE: This session will include a discussion on grant reporting requirements across HHS. Tribes will have the opportunity to discuss the challenges with these reporting requirements.
- 2:00-3:00 P.M.** **Evaluation and Auditing**
PURPOSE: This session will include a discussion on the different evaluation and auditing processes across HHS. Tribes will have the opportunity to discuss how Tribes perceive evaluations and auditing and how this process could be improved to meet tribal needs.
- 3:00-4:30 P.M.** **Access Challenges**
PURPOSE: This session will include a discussion on the 2009 Barriers report, the work that has been done to address the issues identified in the report and further work that Tribes identify as needed.

Day 2

9:00–12:00 P. M.

Technical Assistance for Grants Matrix

PURPOSE: This session will include in depth technical assistance in using the newly developed Grants Matrix tool in conjunction with other commonly used grants tools.

1:00-4:00 P.M.

Improving working relationship between HHS and Tribes

PURPOSE: This session will include discussion aimed at improving HHS staff understanding of AI/AN communities with a focus on:

- Tips for building successful relationships with Tribes
- How to support Tribes throughout the entire grant lifecycle
 - providing improved FOAs
 - providing appropriate training and technical assistance