

From Marketplace Mismatch to a Tailored Investment

Planning for a grants management investment but not finding a match on the Grants Quality Service Management Office (QSMO) Marketplace? In compliance with M-19-16, you will need to draft an Investment Action Plan (IAP): a crucial yet complex step to meet your unique needs while ensuring compliance with the Grants QSMO's guiding principles. We'll collaborate with you to navigate this process effectively.

How to Approach Your Grants IT Investment

Partner with us early to support your grants technology initiatives!



Identify

your grants system
modernization needs:

Define your grants management needs, explore federal shared service providers, and review the *Agency Acquisition Guide*.



Review

established resources as you
plan your path forward:

Find guidance on planning your investment and reducing risk in your modernization or migration.



Connect

with your IT and procurement
staff within your agency:

Understand grants data and management, business impacts, and consider contract and transition needs.

Prioritize the Grants QSMO validated Marketplace solutions for your grants IT needs. In the rare case they don't fit, we'll collaborate with you to start an IAP and navigate the complexities of your investment.

Navigating Your Tailored Investment with Us

What's an IAP?

An IAP is a document prepared when considering a grants IT investment that:

- Justifies why the agency is not able to use the Grants QSMO Marketplace/shared services (this is a **last resort**),
- Contains an overview of the investment, and details on business, operation and financial needs, and
- Includes the Grants QSMO's endorsement.

How do I start?

Complete an **Investment Intake Form**. It captures key details of your tailored investment, including investment type, size, existing solution, timeline, funding source, and scope, and starts your conversation with the Grants QSMO. We'll provide planning tools, resource documents, strategy sessions, cost and investment analysis.

You'll find additional resources to support your tailored investment on our [Acquisition Gateway website](#).

Considering a Grants IT Investment?



Connect with our team by emailing us at GrantsQSMO@hhs.gov!



Visit the Grants QSMO HHS website: [Grants Quality Service Management Office](#)



If you are planning to consult with the Grants QSMO on a tailored investment, please reference our Investment Intake Form. These questions are typically addressed during an initial consultation with our team.



Our Investment Review Goals

- ✓ **Modernize, automate, & standardize** grants management processes/systems
- ✓ Drive **adoption of Grants QSMO's Marketplace** of shared solutions/services
- ✓ Align grants IT investments to the **Federal Integrated Business Framework (FIBF)** for grants management and to Grants QSMO's Guiding Principles for Grants Technology Modernization (e.g., adherence to data standards)
- ✓ Gradually achieve **IT consolidation** within agencies & reduce overall grants IT footprint
- ✓ **Minimize burden on agency and shared service providers** while executing an efficient and streamlined investment review process

What's in an Investment Intake Form?

The Investment Intake Form is designed to guide you through the initial steps of your tailored grants IT investment after you've determined that the Marketplace solutions do not meet your specific needs. It covers the investment's:



Compliance and Strategic Fit

Ensuring alignment with GREAT Act, grants data standards, and agency specific strategy.



Enhancement and Implementation Strategy

Detailing the plan for system upgrades or modernizations and impacts or risks.



Interfaces and Customer Experience

Providing financial and other interfaces and customer experience enhancements.

Partnering With the Grants QSMO

*Begin your investment planning by visiting the Grants QSMO's Acquisition Gateway and **prioritizing grants IT investments on the Marketplace**. If they don't meet your needs, reach out to the Grants QSMO to find the **best solution while adhering to government-wide grant standards**. Remember, an IAP for a tailored grants IT system is a last resort (in compliance with M-19-16).*

"The Grants QSMO has been a wealth of knowledge and a great partner in our journey to procure a suitable grants IT system." – Federal Awarding Agency