



Overcoming Roadblocks
Statewide Planning Grant
April 2024
USEDA

Statewide Planning Grant

- **ACEA lead agency providing oversight, fiscal agency and management of the Project**
- **Partners:**
 - **National Aerospace Research & Technology Park**
 - **National Institute of Aerospace**
- **Subawards/Contracts:**
 - **Stockton University**
 - **Atlantic Cape Community College**
 - **South Jersey Transportation Agency**
 - **Airde Elevated Thinking; Leach Associates, among other aviation consultants**
 - **Several area aviation businesses**

The Five Projects

- US EDA awarded \$1 million to underwrite 5 related projects:
 1. Assess and compile NJ aviation assets
 2. Create business plan for Air Cargo capabilities at ACY*
 3. Demonstrate aviation tool usage in Emergency Management
 4. Plan the creation of an airspace boss for unmanned vehicle testing
 5. Plan an Aviation Entrepreneurial Center in Atlantic City for incubation and acceleration of business

Three major Challenges for ACEA

- **Project 2. Strategizing the planning after grant award**
- **Payments/Invoicing Issues, especially dealing with Universities and Small Businesses**
- **Subcontracting Oversight and Data Collection**



After Award Strategic Changes

- **Important to recognize the issue as soon as possible and have communication with stakeholders involved in the project.**
- **Contact your Program Coordinator to alert as to a possible problem, provide a solutions timeline, ask for help and support**
- **Land on a strategy with stakeholders, create a project and budget modification request approved by project participants**
- **Update PC and request approvals; once approved implement the new strategy(ies)**

Grant Management Issues

- Organizations have different levels of administrative capacity – from none to bureaucracy
- Ensure your partners provide backup docs for all invoicing
- Communication issues
- Know your partner/sub-awardee, vendor/contractor administrative capability; build into your timeline for progress reports, invoicing, reimbursements
- Separate reporting from bookkeeping; double checks
- Routine meetings scheduled for updates, problem solving

Oversight of Contracts

- **More complex grants may have project leaders who are supposed to keep grant moving forward in a timely and accurate manner according to the program plan**
 - **Job responsibilities outlined early – project management skills are helpful**
 - **Insure project leaders review materials before processing invoices, reports, etc. and initial approval for accuracy**
 - **Monthly communication essential**
- **Someone needs to keep the goals, objectives, metrics, outcomes monitored, collected and reviewed**
 - **Templates help keep information consistent**
 - **Routine checkpoints as to progress important BEFORE reports due**
 - **Problem solving early when metrics and outcomes are missing the mark**



Thank you!

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