CCAMPIS At-A-Glance: Workflow & Resources

General Workflow TImeline:

- CCAMPIS Grant year follows the federal fiscal year: October 1st – September 30th
- GAN (Grant Award Notification) — the official notification of the Grant dollar amount being afforded to your institution for the upcoming Grant year— – typically arrives by email in the Fall (August/September) before the federal fiscal year begins. Some programs have received a GAN as late as Sept 30th to start on Oct 1st. With the arrival of the GAN, programs must submit a revised budget for the upcoming budget year.
- Annual Performance Report (APR)– early spring (typically receive notice in February and due beginning of March)

Helpful Tips:

- New to CCAMPIS or thrown into the position of managing it? Ask for a copy of your University's Grant Application so you are aware of how the grant was written, what you need to do, and who else is included for support in your University…each grant is written differently. In particular, your institution's grant application will outline the scope of the approved CCAMPIS project as well as the goals and objectives set forth by your institution to measure progress.
- Record keeping and tracking data that you know you will need for the APR – look at APR from the previous year and create spreadsheets to track that data. It's a good idea to include any of the data you will need to report on any follow-up or check-in forms (i.e. is the student on track to graduate?; what was the student able to accomplish as a result of the grant?; etc.).
- Considering using CCAMPIS funds outside of the approved budget items? Contact your program specialist for assistance in understanding allowable Grant expenditures and gain approval before moving forward.

Resources to Check Out:

- Dept of Ed CCAMPIS website has the most information and resources - https://www2.ed.gov/programs/campisp/index.html
- New Grant Opportunities are posted in the Federal Register, often in summer (May/June) - https://www.federalregister.gov/
- DOE will also post information about new Grant competitions on the CCAMPIS website. Last one posted May 31st due July 31st (varies each year depending on funding and ability to offer a new grant cycle) -