

Weekly Update

April 11, 2016

Subject: Seats Are Still Available for the GM300 Grants Management Class

Audience: Finance Directors, GM Program Managers, GM Administrators

There are still seats available for the GM300 Grants Management class on Monday, April 18, 2016. The SCEIS Team encourages all users with the GM Program Manager and GM Administrator roles to register for this class today! **Note: This is the only scheduled GM300 class during the Spring 2016 term. The next opportunity to take this class will not be until Fall 2016.**

Below you will find details about the class, including the name, description, target audience, date, location and registration information. **Please forward this message to appropriate staff members within your agency.**

GM300 - Class Information

Class ID/Title: GM300 Grants Management

Description: This class covers the processes for managing grants including the budget process, posting and billing process activities and monthly activities for grants.

Target Audience: GM Program Managers, GM Administrators

Pre-requisites:

The following pre-requisite(s) MUST be completed prior to attending the classroom training. Completion of the pre-requisite(s) ensures that participants have the necessary knowledge for class. Material covered in pre-requisite courses will not be re-taught in classroom training.

- COR120 Enterprise Central Component (ECC) Navigation online class

GM300 - Section 01 – Spring 2016 Details

Class Date: Monday, April 18, 2016

Class Time: 9:00 a.m. to 5:00 p.m.

Class Location:

SCEIS Training Room 202

1628 Browning Road, Columbia, SC

Users may *request enrollment* in this class using the pre-registration survey at <https://www.surveymonkey.com/s/RK57S5X>. Your survey completion is a request only. Registration is not complete until you receive an enrollment confirmation from SCEIS Training. The enrollment confirmation will provide you with instructions on how to complete any pre-requisite(s). Please review pre-requisites and schedules carefully.



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If you have any questions about this message, please email them to training.sceis@admin.sc.gov.