

The image features a hand holding a stylized white icon of a laptop, which is part of a larger graphic design. The design includes white circuit-like lines and circular icons on a light blue and white background. The Praxis logo is prominently displayed in the upper left corner.

Praxis

Grants & Bursary Management

SYSTEM

POWERFUL

Complete Grant Management System

Web applications including document uploads - customised for window/ call/fund

Role based access and audit trails. Rules engine transparent view of project statuses

Integration with MS office for emails letters and SMS

Configurable review criteria. Applications scored in real time. Automated Conflict of Interest function

Comprehensive search giving real time reports by call round sector and project status

Disbursements linked to deliverables

Requisitions and payment tracking with an interface to accounts

Contract generation and management

The Praxis Grant Management System streamlines and simplifies every aspect of your project grant award and administration. It's the central location for detailed and summary information relating to all your funding, providing a consolidated archive and history that you can easily access, query and analyse. The GMS is specifically designed to meet the needs of foundations, development funders, CSI and government funding agencies. Whether for small staff or large, the Praxis GMS can provide you with a flexible cost-effective solution for managing the process.

Praxis has been developing and supporting grant management systems for the past twenty-five years. GMS- Web, our latest and most comprehensive release to date, provides exceptional support for reporting, analysis, data management and program success. GMS-Web includes modules and processes that have been refined and tested by dozens of development agencies around the world.

GMS-WEB MODULES



Online web application forms

Fill your application form on the web, using your unique log in and password. Be guided by the form to ensure that all mandatory questions have been answered. Upload all your required documents. As soon as you submit you will receive an acknowledgement email. Use the discussion board to communicate directly with the door.



Allocate, score, assess, appraise, review

Receive your list of applications to review. Your reviews will be in your dedicated workspace on the GMS. Check in real time that you have no Conflict of Interest. Your reviews and scores are confidential. Track your completed or incomplete reviews on your dedicated home page.



Programme Management

Manage your organisation's overall budgets by programmer, sector or donor. All programmes can be linked to your financial year. The GMS holds programme and fund year totals reflecting committed disbursed and requested amounts.



Budgets

Customise your application form budgets to predefined expense items or allow applicants to fill in their own budget items.



Project Approval

Discuss and approve applications on the meeting agenda and minutes module. Projects can be grouped together for presentation and approval. Record your meeting decisions per project and upload your signed meeting minutes.



Beneficiaries

Get real-time data about your beneficiaries, by age gender or region.



Contracts

Use the contracts module to generate and send contracts to your grantees. Keep track of your contracts sent, and view the signed and returned. The signed contract is secure and accessible within the document centre.



Project implementation and reporting

Your project implementation reports can be completed on the system. You can upload supporting documents. Your Project Manager will be informed when your report has been submitted. Use the Discussion Board to communicate directly with your Project Manager during the reporting season.



Project disbursements

As a Project Manager you can record planned and actual disbursements. You can link the disbursements to the receipt of project reports. You can make payments to third parties on behalf of your grantees. Every payment has a unique number and can be tracked throughout the life of the project funding cycle.

GMS-WEB MODULES



Integrated mail and contacts

Project Managers have easy access to all their project's contacts and personalised emails, contracts and other communications are at the click of a button.



Search

The powerful search function enables you to search and filter the entire database. The search can be filtered by call cycle, funding programme, sector and funding status. You can switch between displays by sector, organisation or view financial detail including granted disbursed and outstanding balances. All result sets can be exported to Microsoft Excel.



KPIs (Key Performance Indicators)

MS-Web reports on a number of key performance indicators such as project numbers, granted amounts & disbursed amounts by geographic area and budgeted, requested, approved & disbursed amounts by fund or programme. These are displayed as charts.



Correspondence

All communications to applicants and grantees are stored in the GMS for easy access.



Export Data

The data export centre enables multiple data sets to be downloaded into Excel. The advanced export allows you to filter large data sets.



Management reporting

Any number of management reports can be created and generated from the data export. These include management reports and exception reports.



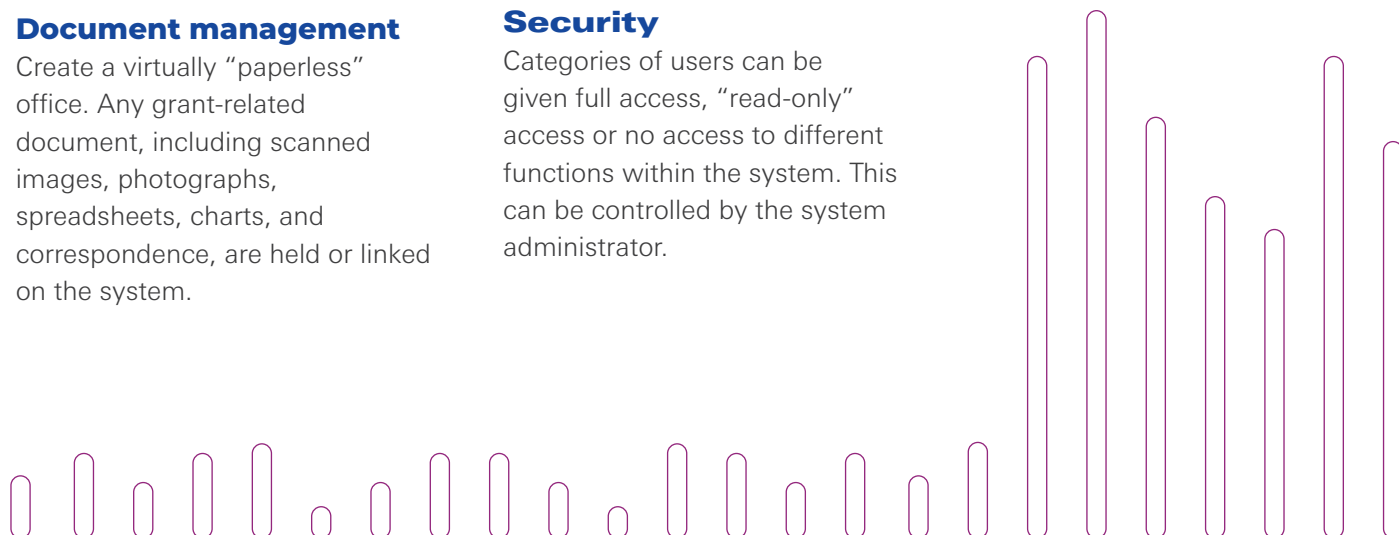
Document management

Create a virtually "paperless" office. Any grant-related document, including scanned images, photographs, spreadsheets, charts, and correspondence, are held or linked on the system.



Security

Categories of users can be given full access, "read-only" access or no access to different functions within the system. This can be controlled by the system administrator.

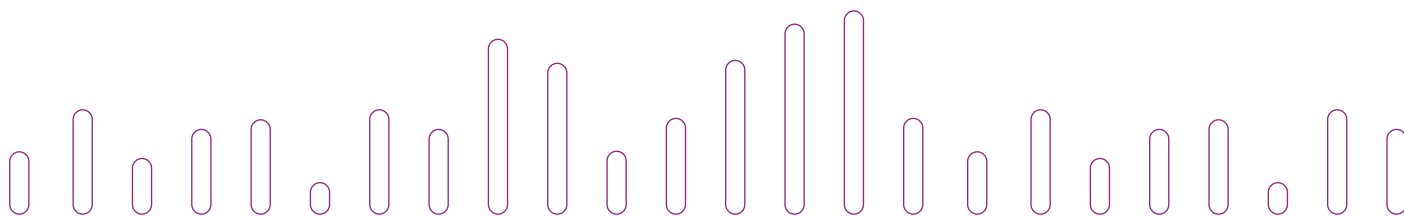


CUSTOMISED MODULES

TO SUIT YOUR NEEDS

Over the 25 years of working with Funders and Grant makers Praxis have built various modules that deepen and broaden our clients' ability to focus on the business of development funding.

Our value add is the ability to quickly (in a matter of weeks) add YOUR functionality to the system.



Online application submission and review

Built to allow guest users to load proposed projects directly into the system. Documents from the applicant can be uploaded onto their project record. A personalised management console allows these users to follow their project statuses as they are evaluated through to approval / disapproval. On approval / disapproval, project review comments are made available to the users through their management console.



Evaluation against priority areas

Allows for mid funding or post funding evaluation and scoring against funder specific priorities.



Service providers

Enables third party service providers to interact or implement on behalf of the donor for particular projects. Includes SP contracts and payments.



Project identification

Built to enable funders to receive enquiries before formal applications are logged.



Time recording against grants

Enables funder staff to log and track time and travel against particular project grants.



Priority rating

Enables the donor to set up key criteria for focus. Applications can then be scored against these criteria in order to prioritise or fast track projects through the funding cycle.



Interface to accounts

Built to enable integration to a variety of financial packages.



Manage public calls or tenders

Built to accommodate calls for proposals where projects are invited to submit applications with a submission deadline.



Team collaboration/chat

- Multiple applicants working on an app form can collaborate on the GMS.
- Applicants can also use this platform to send questions.
- Discussion board lists all questions.



Multi-step assessment processes

Design specifically for large international donors who have particular governance rules for project assessment and approval. Includes checklist and scoring assessments.



Microsoft Power BI

- Can be utilised for weekly, monthly, quarterly etc.
- KPI graphical data display
- Summary information data display in graphs
- Short executive summary data graphs (brief summary of the key KPI data)

ARCHITECTURE

A 4-tier architectural model consisting of these layers



Presentation layer

Page presentation logic



Business logic layer

Business rules encapsulated
in class modules



Security layer

- ▶ Menu and page access management
- ▶ User login and credential validation
 - ▶ User management
 - ▶ Role management



Data access layer

All database connectivity and
database interactivity controlled
and managed via the data
access class modules

TECHNOLOGY

GMS-Web is a web-based application developed using Microsoft .Net technology.

The key technology components are

- Code development language: C#
- .Net framework: 4.7
- UI Controls: Ajax page controls
- Backend Database: MS SQL Server 2019
- Document Generation: Winnovative server PDF document creation software for outgoing document

Server and Software

REQUIREMENTS

Recommended server requirements

- Server box with a minimum of 4GB RAM
- Windows server 2019 or above
- IIS10 or above
- .Net framework 4.7 (recommended)
- Ajax 2.0
- Database: MS SQL server 2019

Hosting Options

The GMS-Web application can be hosted on an intranet (with local network and VPN access) or made available for direct internet access.

Additionally, Praxis allows for the GMS-Web application to be hosted offsite at the client, and in this way the client can have direct control over database and code backups, as well as server and application performance monitoring and tuning.

Alternatively, the GMS-Web application can be hosted on one of Praxis' hosting servers. This rental option has several advantages in that Praxis will manage all server administrative tasks, database and code backups. Additionally, the client will have no need to purchase physical servers and/or SQL server licenses.

Ongoing Support

As your needs and business processes evolve, Praxis will continue to evolve with them. One of our guiding principles behind the development and support of the GMS is to meet the ever changing needs of project development professionals, administrators, managers, board members and stakeholders. This is done by providing technology, system and business support to our clients.

System Administration

GMS-Web has been designed and built in a modular fashion that allows for switching system and optional functionality on and off; and this is configured via the System Administration module.

Extensibility

Extensibility is a cornerstone of the application design. Additional modules, as commissioned and developed, will be able to be seamlessly slotted into the existing core application suite without problem



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