

Table 9-2. Management Guidance

Number	Date	Title	From	To	Summary
M-04-01	October 15, 2003	OMB Issues Grants.gov FIND Policy	Linda Springer	Heads of Executive Departments and Agencies	Establishes a government-wide requirement for Federal agencies to electronically post synopses of announcements of funding opportunities under financial assistance programs that award discretionary grants and cooperative agreements, using a standard set of data elements.
M-04-04	December 16, 2003	E-Authentication Guidance for Federal Agencies	Joshua Bolten	Heads of Executive Departments and Agencies	Provides agencies with guidance on electronic authentication (e-authentication). This guidance requires agencies to review new and existing electronic transactions to ensure that authentication processes provide the appropriate level of assurance. It establishes and describes four levels of identity assurance for electronic transactions requiring authentication.
M-04-05	January 7, 2004	Clarification of Passback Language to Grant-Making Agencies	Linda Springer, Karen Evans	Heads of Departments and Agencies	Provides a clarification on the E-Gov/Grants.gov direction sent out on November 20, 2003. That direction re-enforces Grants.gov as the Federal government's single, online portal for any person, business, state, local, or tribal government to find and apply for Federal grants. It also directs agencies to fully meet requirements to use the FIND and APPLY functions of Grants.gov, to continue migration efforts for Agency-specific applications of the FIND and APPLY modules, and to make FY 04 payments to Grants.gov.
	March 1, 2004	Regulations.gov	Karen Evans, John Graham	President's Management Council	Directs agencies to take steps to make the public aware of the opportunity to comment electronically on Federal rulemakings, i.e., include specific reference directing the public to www.Regulations.gov in their address field and websites.
	March 3, 2004	Developing the Action Plan for	Clay Johnson, III	President's Management	Establishes two taskforces to identify priority actions to achieve

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		Citizen-Centered Government – Part Two		Council	a common solution to better serve the citizen in the areas of grants management and human resources management systems and solicits for individuals to work on these taskforces.
M-04-14	June 18, 2004	FY 2004 Grants.gov Funding and Advance Planning Guidance for FY 2005 – FY 2006	Linda Springer, Karen Evans	Chief Financial Officers and Chief Information Officers	Provides information to Agencies regarding agency contributions to Grants.gov for the remainder of FY 2004 and provides a funding algorithm approved by the Grants.gov Executive Board for use in FY 2005 and FY 2006 planning.
M-04-17	July 16, 2004	Preparing, Submitting, and Executing the Budget	Joshua Bolten	Heads of Executive Departments and Establishments	Provides guidance, in the form of an update to OMB Circular A-11, on preparing the FY 2006 budget submission.
M-04-19	July 21, 2004	Information Technology (IT) Project Manager (PM) Qualification Guidance	Karen Evans	Chief Information Officers and Deputy Chief Information Officers	Requires agencies to submit to OMB by July 30th, a plan to meet (i.e., implement and achieve) the CIO Council guidance on the qualifications of project managers for major projects.
M-04-23	August 12, 2004	Updated Administration Research and Development Budget Priorities	Joshua Bolten, John Marburger, III	Heads of Executive Departments and Agencies	Updates guidance on research and development (R&D) priorities and standards for program evaluation based on the R&D Investment Criteria.
M-04-24	August 23, 2004	Expanded Electronic Government (E-Gov) President's Management Agenda (PMA) Scorecard Cost, Schedule and Performance Standard for Success	Karen Evans	Chief Information Officers	Provides additional information on the President's Management Agenda (PMA) Expanded Electronic Government (E-Gov) initiative and the standards for success concerning cost, schedule, and performance goals.
M-04-26	September 8, 2004	Personal Use Policies and "File Sharing" Technology	Karen Evans	Chief Information Officers	Details specific actions agencies must take to ensure the appropriate use of certain technologies used for file sharing across networks. Agencies are directed to establish personal use policies consistent with CIO Council Recommended Guidance, to train all employees on personal use policies, and to implement security controls to prevent and detect improper file sharing.