



Department of Industrial Accidents (DIA)

DIA's Workplace Safety Grant Portal Experience

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Department of Industrial Accidents (DIA)

Create a Portal Account

STEP 1: CLICK LINK IN EMAIL FROM APPLICATION

DIAWorkPlaceSafetyGrantManagementSystem (DIA) diaworkplacesafetygrantmanagem...@state.ma.us via mass.gov to me

Dear Tori Reese,

The DIA's Office of Safety has received your 2024 Grant Application.

By clicking on the link below you are agreeing that:

1. By submitting this grant application to the DIA Office of Safety, you certify and warrant that you have read all DIA Workplace Safety Grant Application Instructions and accept and agree to comply with all terms contained therein. you further acknowledge that it is the applicant's responsibility to ensure that the application complies with all stated requirements.
2. You understand and acknowledge that all funding decisions regarding this application will be made by the DIA Office of Safety, at its sole discretion, and that submitting an application does not guarantee funding.
3. You hereby certify and affirm, under pains and penalties of perjury, that you have reviewed this application, that you are duly authorized to submit it on behalf of your employer, and that to the best of your knowledge and belief, all information contained herein is truthful.

If you agree to the above and for next steps you will need to access your Grant Status through the Grant Portal.

To create an account please click the following link:

<https://massdiaut1.uat.jadu.net/account/register?ref=3207&email=tori.reese@kmb.konicaminolta.us>

DIA Office Of Safety

STEP 2: ENTER YOUR EMAIL ADDRESS

CONFIRM ACCOUNT

Email *Required*

tori.reese@kmb.konicaminolta.us

Confirm email *Required*

tori.reese@kmb.konicaminolta.us

PREVIOUS

NEXT



Department of Industrial Accidents (DIA)

STEP 3: CLICK THE LINK IN YOUR EMAIL ADDRESS TO SETUP YOUR PASSWORD

dia.mass@jadu.net
to me ▾

Thank you for registering on Massachusetts, your account has been created and you should now be able to sign in using your email address and the password you provided.

Username: tori.reese@kmb.konicaminolta.us

Password: (not shown for security reasons)

[Sign In](#)

ONCE LOGGED IN YOU WILL SEE THIS SCREEN.

 Department of Industrial Accidents

DIA WORKPLACE SAFETY GRANT

[Applications →](#) [Grants →](#)



Department of Industrial Accidents (DIA)

Applications

HOW DO I OPEN "APPLICATIONS" BUTTON?



Department of Industrial Accidents

DIA WORKPLACE SAFETY GRANT

Applications →

Grants →

STEP 2: CLICK THE "OPEN" BUTTON

APPLICATIONS

Below is a list of applications that been submitted to DIA's Office of Safety for review. To open an application and review application details, click the open link under the actions column.

Showing 1 to 1 of 1 entries

GRANT YEAR	GRANT NUMBER	STATUS	LEGAL NAME	ADMINISTRATOR EMAIL	REQUESTED	ACTIONS
2024	FY24_jaducorporation_8	Received	Jadu Corporation	tori.reese@kmbs.konicaminolta.us	6500.00	▶ Open



Department of Industrial Accidents (DIA)

Grants

HOW DO I OPEN A GRANT AWARD?

STEP 1: CLICK THE "GRANTS" BUTTON

Department of Industrial Accidents

DIA WORKPLACE SAFETY GRANT

Applications →

Grants →

STEP 2: CLICK THE "OPEN" BUTTON

Home / Awards

AWARDS

Below is a list of grants that been awarded by DIA's Office of Safety. To open a grant, click the open link under the actions column.

Showing 1 to 1 of 1 entries

GRANT YEAR	GRANT NUMBER	LEGAL NAME	ADMINISTRATOR	AWARDED	ACTIONS
2024	FY24_jaducorporation_84	Jadu Corporation	Nathan Schmidt	12000.00	▶ Open



Department of Industrial Accidents (DIA)

HOW DO I OPEN A CLASS?

STEP 1: CLICK THE "GRANTS" BUTTON

Department of Industrial Accidents

DIA WORKPLACE SAFETY GRANT

Applications → Grants →

STEP 2: CLICK THE "OPEN" BUTTON

Home / Awards

AWARDS

Below is a list of grants that been awarded by DIA's Office of Safety. To open a grant, click the open link under the actions column.

Showing 1 to 1 of 1 entries

GRANT YEAR	GRANT NUMBER	LEGAL NAME	ADMINISTRATOR	AWARDED	ACTIONS
2024	FY24_jaducorporation_84	Jadu Corporation	Nathan Schmidt	12000.00	▶ Open

STEP3: UNDER THE "CLASSES" SECTION, CLICK THE "OPEN" BUTTON

CLASSES

Showing 1 to 5 of 10 entries

CLASSID	GRANT NUMBER	TRAINING TOPICS	CLASS COST	INVOICE NUMBER	STATUS	ACTIONS
2906	FY24_jaducorporation_84	AED	1000.00	JA001	Ready to Invoice	▶ Open
2907	FY24_jaducorporation_84	AED	1000.00		For Approval	▶ Open
2908	FY24_jaducorporation_84	AED	1000.00		For Approval	▶ Open



Department of Industrial Accidents (DIA)

HOW DO I CREATE A CLASS SESSION?

STEP 1: CLICK THE "GRANTS" BUTTON

Department of Industrial Accidents

DIA WORKPLACE SAFETY GRANT

Applications → Grants →

STEP 2: CLICK THE "OPEN" BUTTON

Home / Awards

AWARDS

Below is a list of grants that been awarded by DIA's Office of Safety. To open a grant, click the open link under the actions column.

Showing 1 to 1 of 1 entries

GRANT YEAR	GRANT NUMBER	LEGAL NAME	ADMINISTRATOR	AWARDED	ACTIONS
2024	FY24_jaducorporation_84	Jadu Corporation	Nathan Schmidt	12000.00	▶ Open



Department of Industrial Accidents (DIA)

STEP 3: UNDER THE “CLASSES” SECTION, FIND A CLASS WITH A STATUS OF “SCHEDULED,” OR “READY TO SCHEDULE,” CLICK THE “OPEN” BUTTON

CLASSES

Showing 1 to 5 of 10 entries

CLASSID	GRANT NUMBER	TRAINING TOPICS	CLASS COST	INVOICE NUMBER	STATUS	ACTIONS
2906	FY24_jaducorporation_84	AED	1000.00	JA001	Ready to Invoice	▶ Open
2907	FY24_jaducorporation_84	AED	1000.00		Scheduled	▶ Open
2908	FY24_jaducorporation_84	AED	1000.00		Scheduled	▶ Open
2909	FY24_jaducorporation_84	AED	1000.00		Ready to Schedule	▶ Open ▶ Request Approval

STEP 4: CLICK THE “CREATE SESSION” BUTTON

CREATE SESSION

Showing 1 to 1 of 1 entries

TOPIC	TRAINERS	TRAINING COMPANY	DATE START	DATE END	STATUS	ATTENDED	LOCATION	ACTIONS
AED			12/20/23, 7:30 AM	12/20/23, 8:00 AM	Scheduled	0		▶ Modify ▶ Complete ▶ Cancel



Department of Industrial Accidents (DIA)

STEP 5: FILL OUT THE REQUIRED FIELDS, THEN CLICK THE "NEXT" BUTTON

CREATE SESSION

Start Date

02/01/2024



Start time *Required*

7:30 AM



End Date *Required*

05/01/2024



End Time *Required*

8:00 AM



Status

Scheduled



NEXT



Department of Industrial Accidents (DIA)

STEP 6: CLICK THE "SUBMIT FORM" BUTTON

CREATE SESSION

Pressing "Submit Form" will send these details for processing.

Page: Create Class Session

Start Date Thu 1st Feb 2024

Start time 7:30 AM

End Date Wed 1st May 2024

End Time 8:00 AM

Status Scheduled

PREVIOUS

SUBMIT FORM



Department of Industrial Accidents (DIA)

Invoices

HOW DO I OPEN AN INVOICE?

STEP 1: CLICK ON THE "GRANTS" BUTTON



Department of Industrial Accidents

DIA WORKPLACE SAFETY GRANT

Applications →

Grants →

STEP 2: CLICK THE "OPEN" BUTTON

Home / Awards

AWARDS

Below is a list of grants that been awarded by DIA's Office of Safety. To open a grant, click the open link under the actions column.

Showing 1 to 1 of 1 entries

GRANT YEAR	GRANT NUMBER	LEGAL NAME	ADMINISTRATOR	AWARDED	ACTIONS
2024	FY24_jaducorporation_84	Jadu Corporation	Nathan Schmidt	12000.00	▶ Open

STEP 3: UNDER THE "INVOICES" SECTION, CLICK THE "OPEN" BUTTON

INVOICES

CREATE NEW INVOICE

Showing 1 to 1 of 1 entries

INVOICE DATE	INVOICE NUMBER	STATUS	GRANT #	CONTRACT #	CLOSED	CLOSURE DATE	ACTIONS
12/13/23	JA001	Pending Payment	FY24_jaducorporation_84		X		▶ Open



Department of Industrial Accidents (DIA)

HOW DO I REQUEST APPROVAL FOR A CLASS?

STEP 1: CLICK THE "GRANTS" BUTTON

Department of Industrial Accidents

DIA WORKPLACE SAFETY GRANT

Applications → Grants →

STEP 2: CLICK THE "OPEN" BUTTON

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AWARDS

Below is a list of grants that been awarded by DIA's Office of Safety. To open a grant, click the open link under the actions column.

Showing 1 to 1 of 1 entries

GRANT YEAR	GRANT NUMBER	LEGAL NAME	ADMINISTRATOR	AWARDED	ACTIONS
2024	FY24_jaducorporation_84	Jadu Corporation	Nathan Schmidt	12000.00	▶ Open



Department of Industrial Accidents (DIA)

STEP 3: UNDER THE “CLASSES” SECTION, FIND A CLASS WITH A STATUS OF “READY TO SCHEDULE,” THEN CLICK THE “REQUEST APPROVAL” BUTTON

CLASSES

Showing 1 to 5 of 10 entries

CLASSID	GRANT NUMBER	TRAINING TOPICS	CLASS COST	INVOICE NUMBER	STATUS	ACTIONS
2906	FY24_jaducorporation_84	AED	1000.00	JA001	Ready to Invoice	▶ Open
2907	FY24_jaducorporation_84	AED	1000.00		Scheduled	▶ Open
2908	FY24_jaducorporation_84	AED	1000.00		Scheduled	▶ Open
2909	FY24_jaducorporation_84	AED	1000.00		Ready to Schedule	▶ Open ▶ Request Approval

HOW DO I DOWNLOAD A SIGN IN SHEET TEMPLATE?

STEP 1: CLICK THE “GRANTS” BUTTON

Department of Industrial Accidents

DIA WORKPLACE SAFETY GRANT

Applications → **Grants →**



Department of Industrial Accidents (DIA)

STEP 2: CLICK THE "OPEN" BUTTON

Home / Awards

AWARDS

Below is a list of grants that been awarded by DIA's Office of Safety. To open a grant, click the open link under the actions column.

Showing 1 to 1 of 1 entries

GRANT YEAR	GRANT NUMBER	LEGAL NAME	ADMINISTRATOR	AWARDED	ACTIONS
2024	FY24_jaducorporation_84	Jadu Corporation	Nathan Schmidt	12000.00	▶ Open

STEP 3: UNDER THE "CLASSES" SECTION, FIND A CLASS WITH A STATUS OF "READY TO INVOICE," THEN CLICK THE "OPEN" BUTTON

CLASSES

Showing 1 to 5 of 10 entries

CLASSID	GRANT NUMBER	TRAINING TOPICS	CLASS COST	INVOICE NUMBER	STATUS	ACTIONS
2906	FY24_jaducorporation_84	AED	1000.00	JA001	Ready to Invoice	▶ Open
2907	FY24_jaducorporation_84	AED	1000.00		Scheduled	▶ Open
2908	FY24_jaducorporation_84	AED	1000.00		Scheduled	▶ Open
2909	FY24_jaducorporation_84	AED	1000.00		Ready to Schedule	▶ Open ▶ Request Approval



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STEP 4: UNDER THE "CLASS" SECTION, CLICK THE "SIGN-IN SHEET TEMPLATE" BUTTON

CLASS

[BACK TO AWARD](#)

Class Number	2906
Status	Ready to Invoice
Trainer Count	3
Training Topic	AED
Sign-In Sheet Template	Sign-In Sheet Template

HOW DO I UPLOAD A SIGN IN SHEET?

STEP 1: CLICK THE "GRANTS" BUTTON

Department of Industrial Accidents

DIA WORKPLACE SAFETY GRANT

[Applications →](#) [Grants →](#)

STEP 2: CLICK THE "OPEN" BUTTON

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AWARDS

Below is a list of grants that been awarded by DIA's Office of Safety. To open a grant, click the open link under the actions column.

Showing 1 to 1 of 1 entries

GRANT YEAR	GRANT NUMBER	LEGAL NAME	ADMINISTRATOR	AWARDED	ACTIONS
2024	FY24_jaducorporation_84	Jadu Corporation	Nathan Schmidt	12000.00	▶ Open



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STEP 3: UNDER THE "CLASSES" SECTION, FIND A CLASS WITH A STATUS OF "READY TO INVOICE," THEN CLICK THE "OPEN" BUTTON

CLASSES

Showing 1 to 5 of 10 entries

CLASSID	GRANT NUMBER	TRAINING TOPICS	CLASS COST	INVOICE NUMBER	STATUS	ACTIONS
2906	FY24_jaducorporation_84	AED	1000.00	JA001	Ready to Invoice	Open
2907	FY24_jaducorporation_84	AED	1000.00		Scheduled	Open
2908	FY24_jaducorporation_84	AED	1000.00		Scheduled	Open
2909	FY24_jaducorporation_84	AED	1000.00		Ready to Schedule	Open Request Approval

STEP 4: CLICK THE "UPLOAD SIGN IN SHEET" BUTTON

Sign-In Sheets

Showing 0 to 0 of 0 entries

DOCUMENT NAME
No data available in table

Showing 1 to 2 of 2 entries

TOPIC	TRAINERS	TRAINING COMPANY	DATE START	DATE END	STATUS	ATTENDED	LOCATION	ACTIONS
AED			12/17/23, 12:00 AM	12/17/23, 12:00 AM	Complete			Upload Sign In Sheet
AED			12/14/23, 12:00 AM	12/14/23, 12:00 AM	Complete			Upload Sign In Sheet



Department of Industrial Accidents (DIA)

STEP 5: UPLOAD REQUIRED FILES, THEN CLICK THE "NEXT" BUTTON

UPLOAD SIGN-IN SHEET

Please upload your sign-in sheet below:

Upload Document Required

DROP FILES HERE OR CLICK TO UPLOAD.

PREVIOUS

NEXT

STEP 6: CLICK THE "SUBMIT FORM," BUTTON

UPLOAD SIGN-IN SHEET

Pressing "Submit Form" will send these details for processing.

Page: Upload Sign-In Sheet

Upload Document

Sign_In_Sheet.jpg

PREVIOUS

SUBMIT FORM



Department of Industrial Accidents (DIA)

HOW DO I CREATE AN INVOICE?

STEP 1: CLICK THE "GRANTS" BUTTON

Department of Industrial Accidents

DIA WORKPLACE SAFETY GRANT

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STEP 2: CLICK THE "OPEN" BUTTON

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AWARDS

Below is a list of grants that been awarded by DIA's Office of Safety. To open a grant, click the open link under the actions column.

Showing 1 to 1 of 1 entries

GRANT YEAR	GRANT NUMBER	LEGAL NAME	ADMINISTRATOR	AWARDED	ACTIONS
2024	FY24_jaducorporation_84	Jadu Corporation	Nathan Schmidt	12000.00	▶ Open

STEP 3: UNDER THE "INVOICES" SECTION, CLICK THE "CREATE NEW INVOICE" BUTTON

INVOICES

CREATE NEW INVOICE

Showing 1 to 1 of 1 entries

INVOICE DATE	INVOICE NUMBER	STATUS	GRANT #	CONTRACT #	CLOSED	CLOSURE DATE	ACTIONS
12/13/23	JA001	Pending Payment	FY24_jaducorporation_84		X		▶ Open