REGION 2 AND 3 PARENT CENTER MEETING
WITH OSEP PROJECT OFFICER
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AUGUST 10, 2017

PRESENTATION GOALS

This presentation will help you ---

1. Get to know your project officer and each other;

2. Recognize Region 2 and 3 accomplishments;

3. Review grant management concepts to build your knowledge and capacity for directing your projects;

4. Identify strategies to help your projects focus on continuous improvement;

5. Meet expectations for communication with your OSEP project officer; and

6. Look toward the future

REGION 2 PROJECT DIRECTORS

❖ **West Virginia**
- West Virginia Parent Training & Information

❖ **North Carolina**
- Family Support Network HOPE Parent Resource Name
- Exceptional Children's Assistance Center (ECAC)
- FIRST

❖ **South Carolina**
- Parent Training and Resource Center
- Family Connection of South Carolina

❖ **Kentucky**
- KY-SPIN

❖ **Virginia**
- PEATC
- Formed Families Forward (CPRC)

❖ **Tennessee**
- STEP-Support & Training for Exceptional Parents, Inc.
- PTI – Parents Reaching Out

❖ **Delaware**
- Parent Information Center of Delaware, Inc.

❖ **Maryland**
- Parents' Place of Maryland

❖ **District of Columbia**
- Advocates for Justice and Education

REGION 3 PROJECT DIRECTORS

- ❖ **Puerto Rico**
  - o APNI INC
  - o Centro Margarita
- ❖ **Mississippi**
  - o Mississippi Parent Training and Information Center
- ❖ **Florida**
  - o Parent to Parent of Miami
  - o Parent Education Network
  - o Parent Support Network
  - o Parents of the Panhandle Information Network
- ❖ **Louisiana**
  - o Louisiana Parent Training Information Center
- ❖ **Oklahoma**
  - o Oklahoma Parents Center, Inc.
- ❖ **Alabama**
  - o Alabama Parent Education Center

- ❖ **Arkansas**
  - o The Center for Exceptional Families, Inc.
  - o NW Arkansas Community Parent Resource Center
- ❖ **U.S. Virgin Islands**
  - o Virgin Islands Parent Training and Information Center
- ❖ **Georgia**
  - o Parent to Parent of Georgia
- ❖ **Texas**
  - o Partners Resource Network-PATH Project
  - o Partners Resource Network - PEN Project- Texas
  - o Partners Resource Network - TEAM Project
  - o Children's Disabilities Information Coalition (CDIC)

THE NEW IDEA SITE HAS LAUNCHED! HTTPS://SITES.ED.GOV/IDEA/

NEW TWITTER: #NEWIDEAWEBSITE

ACCOMPLISHMENTS

LOOK AT REGION 2 AND 3

PARENT CENTER ACTIVITIES:

Total of 304,338 Contacts

Region 2: 143,257

Region 3: 161,081

ACCOMPLISHMENTS

REGION 2: WHO WE SERVE: 2015-16

Total of 143,257 Participants

Bar chart:
- Parents: 68%
- Professionals: 29%
- Students: 3%

ACCOMPLISHMENTS

REGION 2: WHO WE SERVE

ACCOMPLISHMENTS

REGION 2: HOW DID PEOPLE ATTEND: 2015-16
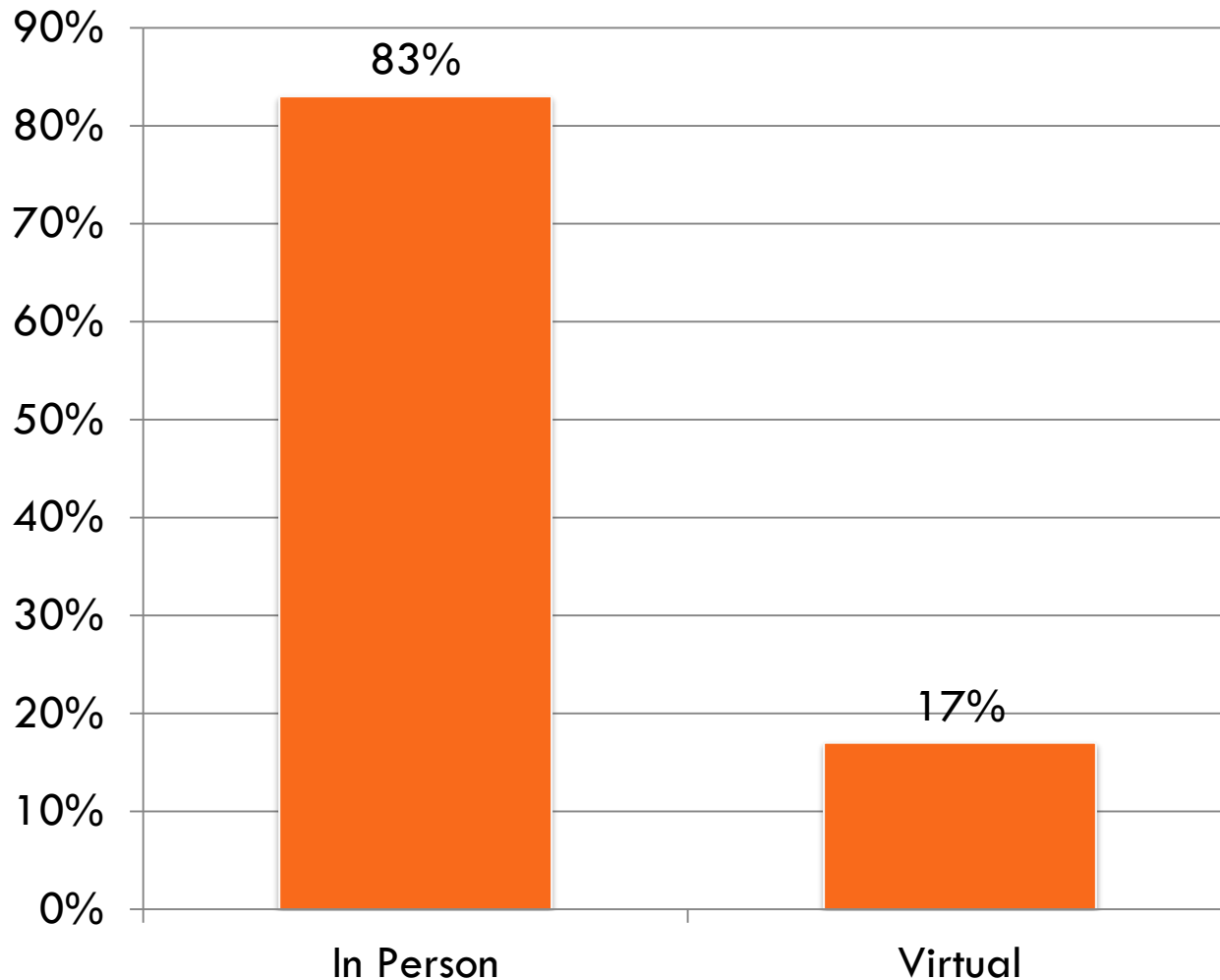
ACCOMPLISHMENTS

REGION 2: HOW DID PEOPLE ATTEND
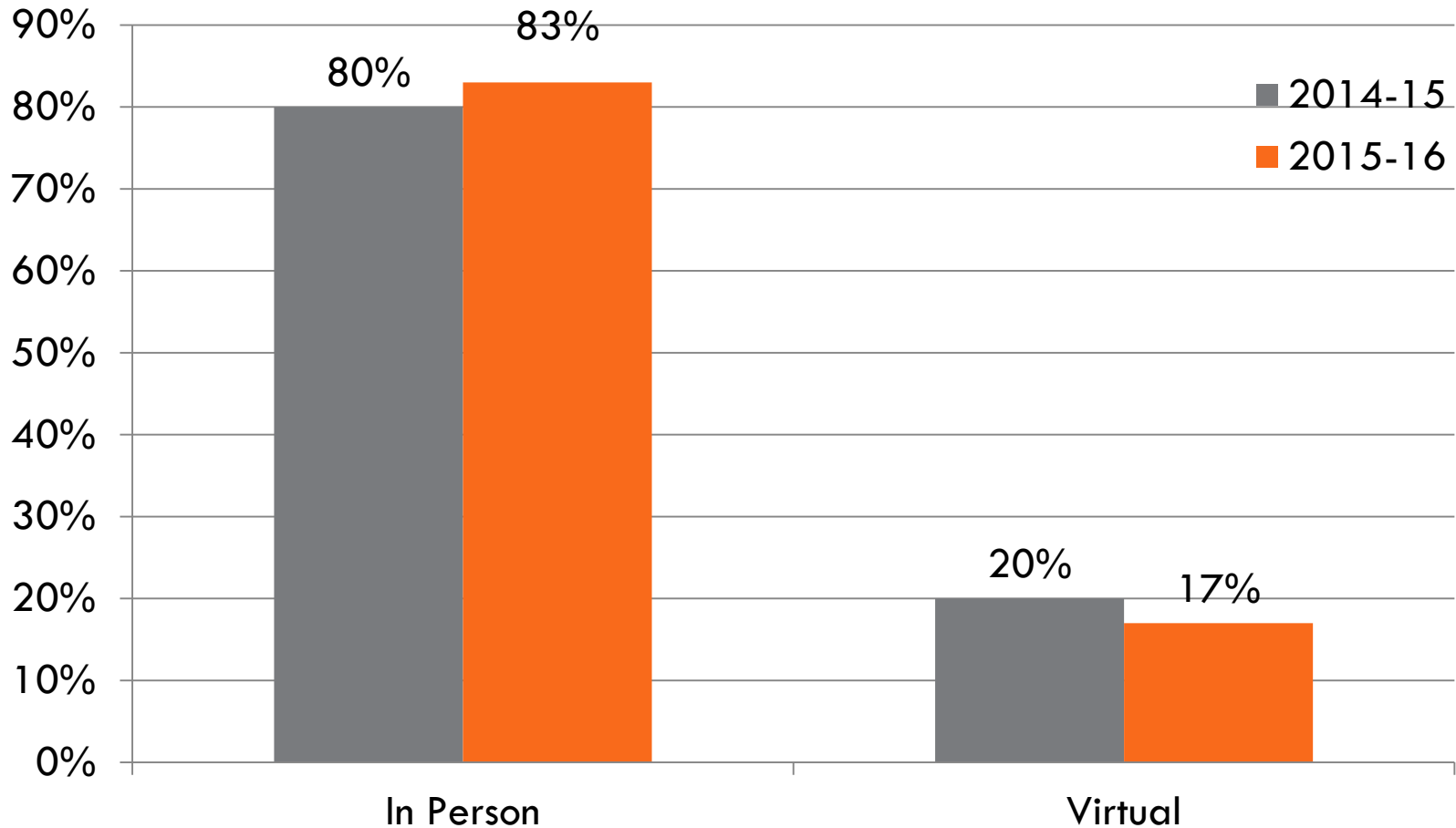
ACCOMPLISHMENTS

REGION 2: WHO & HOW – BY THE NUMBERS

	In Person		Virtual		Total	
	2014-15	2015-16	2014-15	2015-16	2014-15	2015-16
Parents	19,049	24,597	6,311	8,022	25,360	32,619
Profess.	9,672	14,071	1,145	844	10,817	14,915
Students	1,857	3,386	32	21	1,889	3,407
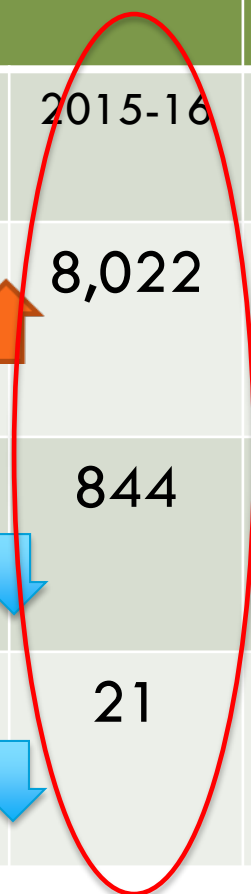
ACCOMPLISHMENTS

REGION 2: PROVISION OF INDIVIDUALIZED TECHNICAL ASSISTANCE
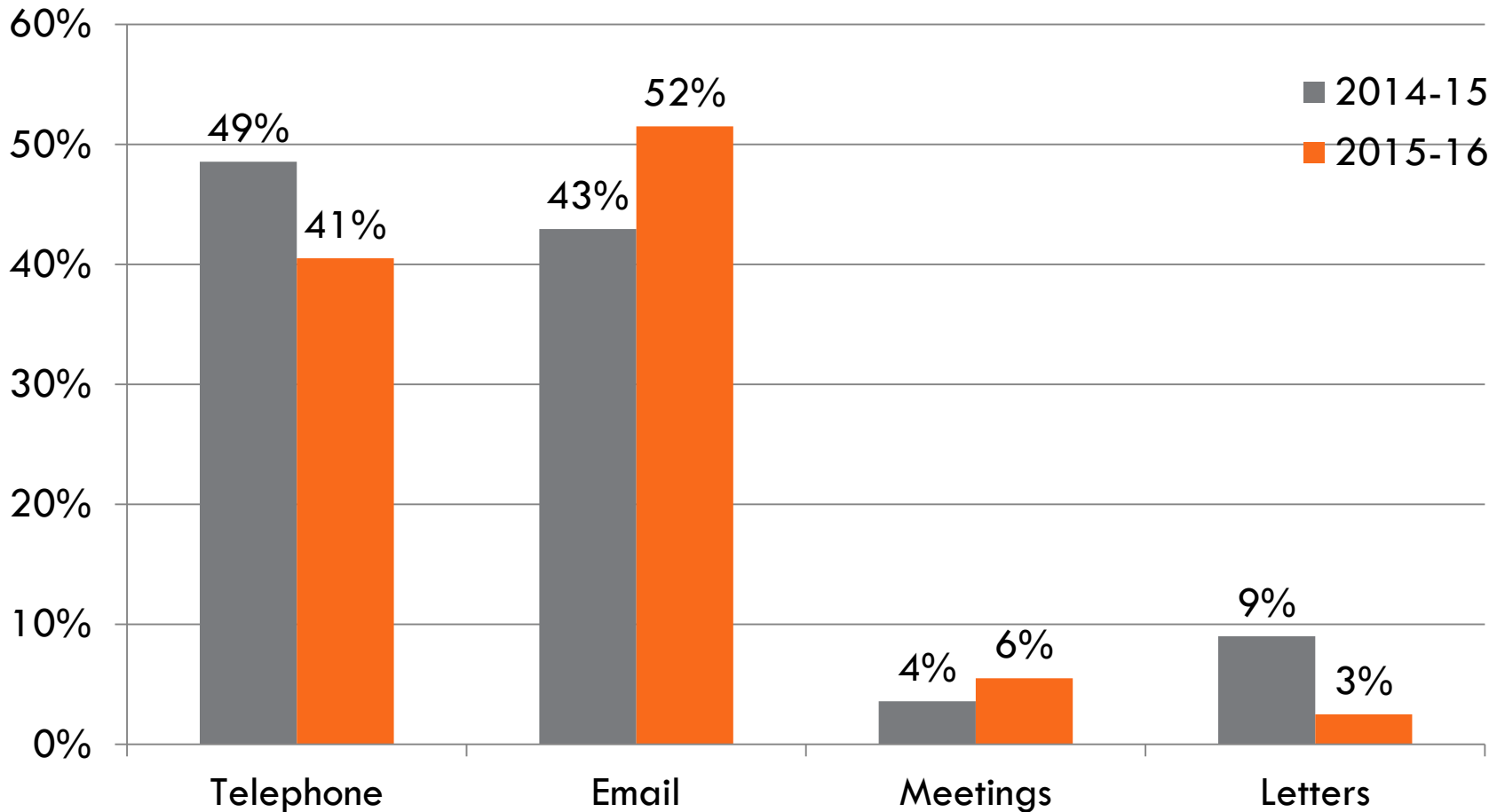
ACCOMPLISHMENTS

REGION 2: PROVISION OF INDIVIDUALIZED TA - BY THE NUMBERS

	Parents	Professionals/ Others	Students
Phone	30,280	6,819	273
Letter	1,781	426	100
Email/text	29,729	17,421	392
In person	3,241	1,580	274

ACCOMPLISHMENTS

REGION 2: PROVISION OF INDIVIDUALIZED TA – PERCENT BY CATEGORY
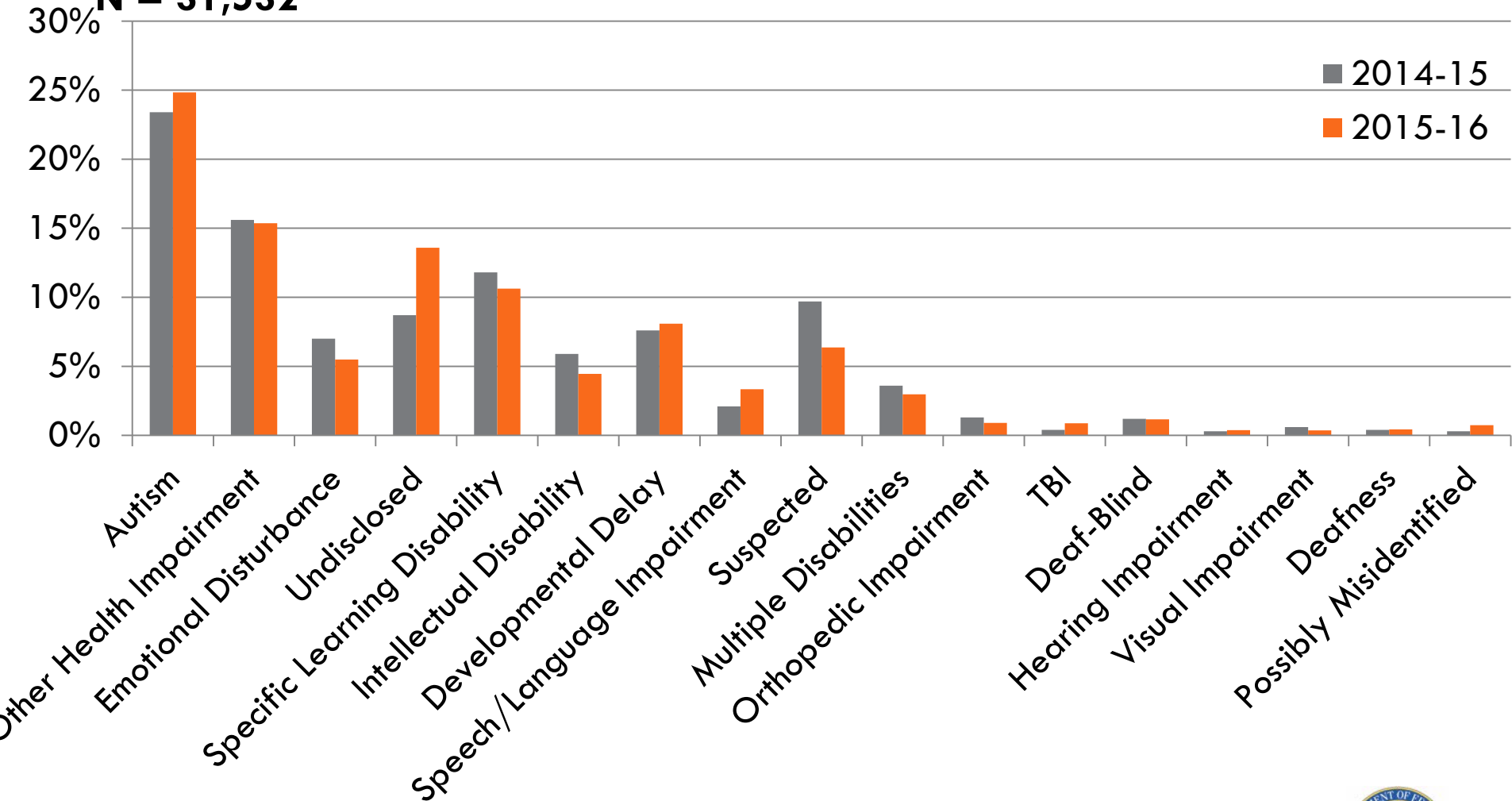
ACCOMPLISHMENTS

REGION 2: YOUTH & FAMILIES SERVED BY RACE

% OF CONTACTS

Legend:
- 2014-15
- 2015-16
- Census (2015)

Race	2014-15	2015-16	Census (2015)
Caucasian	43.2		69
Undisclosed Race	29.1		
Native American/Alaskan…	0.3		1
African-American/Black	24.2		19
Asian	1.3		4
Two or more races	1.7		2
Native Hawaiian/Pacific…	0		0
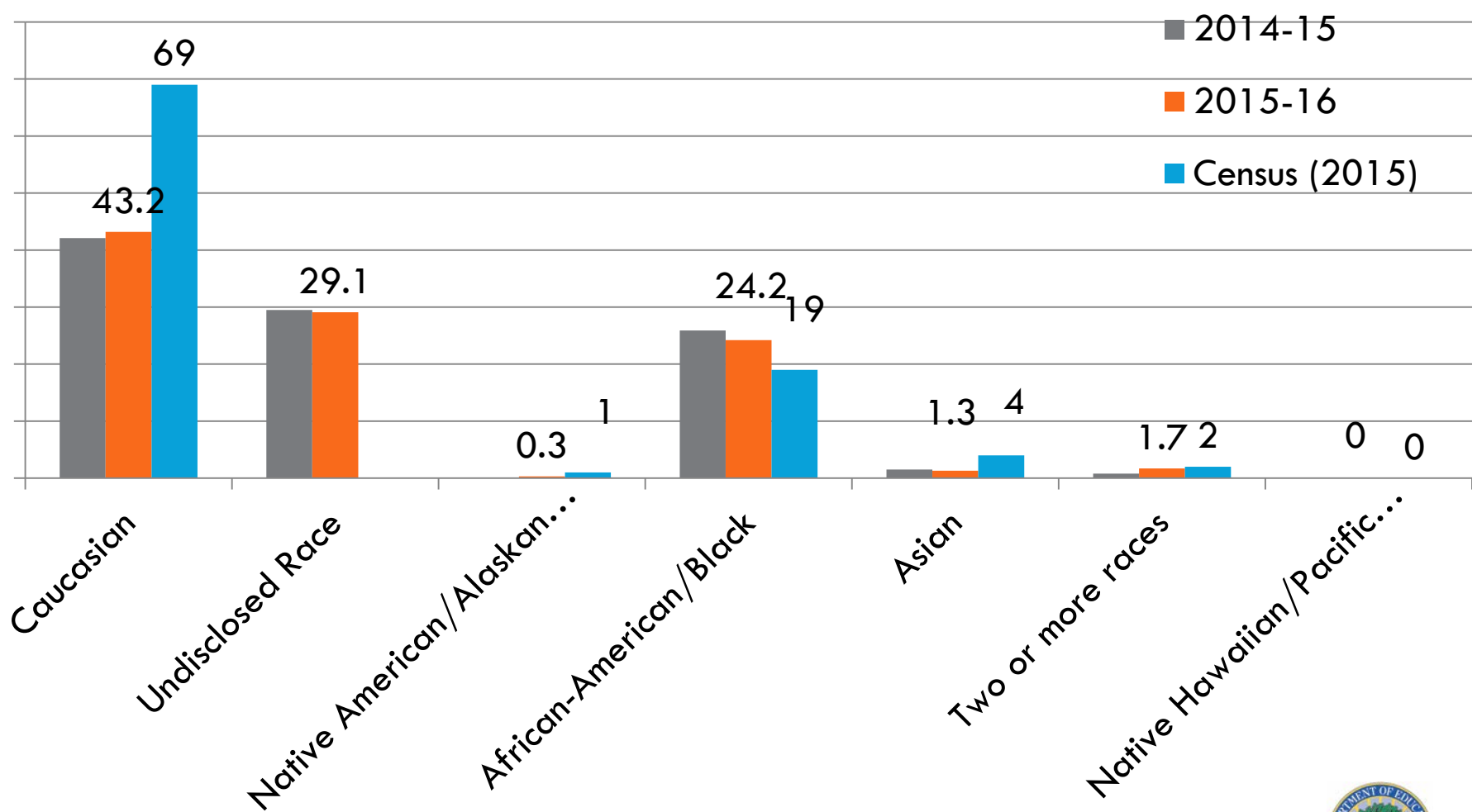
ACCOMPLISHMENTS

REGION 2: YOUTH & FAMILIES SERVED BY ETHNICITY

% OF CONTACTS
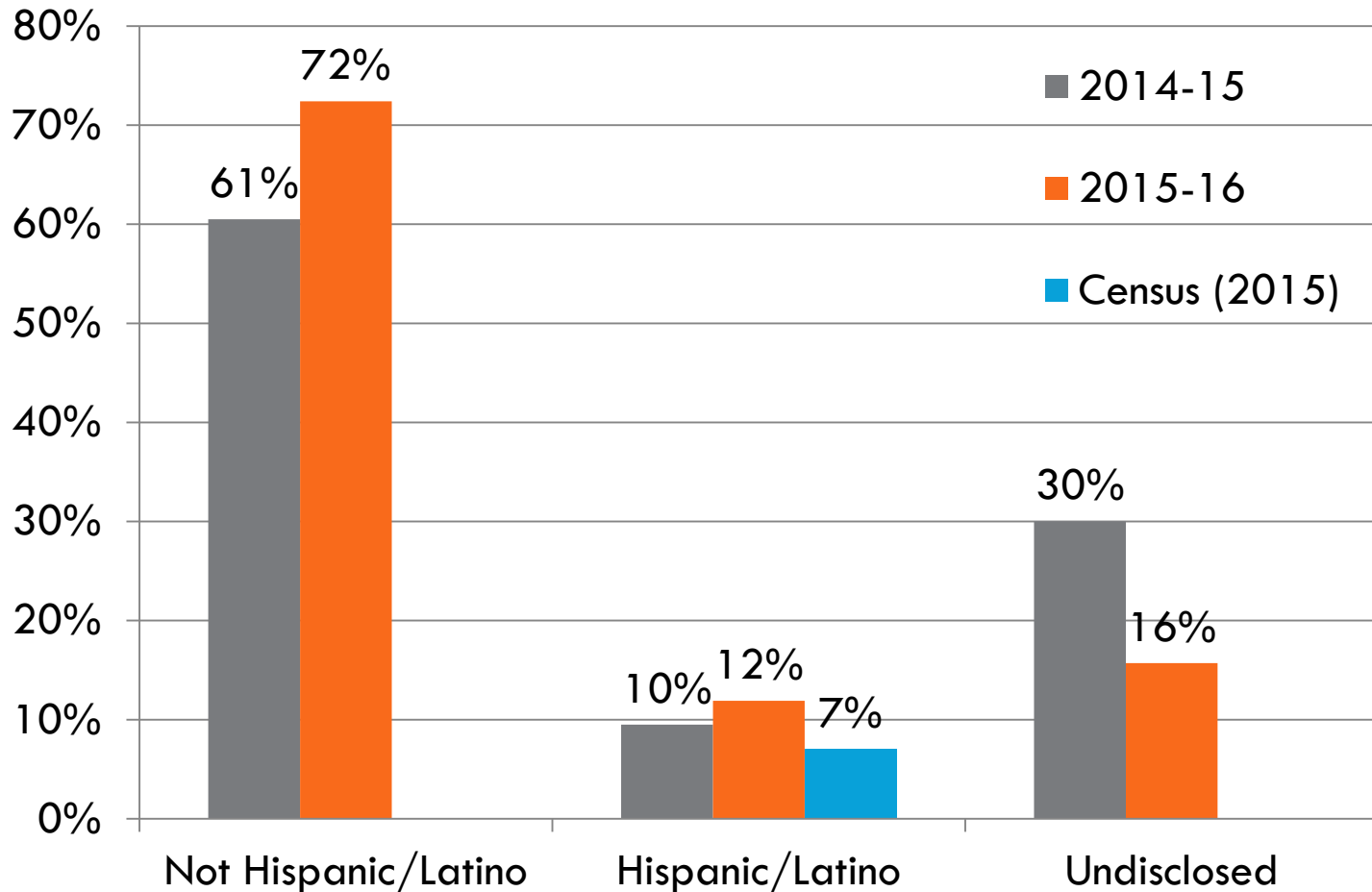
A REVIEW OF THE NUTS & BOLTS

MAINTAINING A HEALTHY ORGANIZATION & STRONG GRANTS MANAGEMENT SYSTEM

GRANT MANAGEMENT CONCEPTS

ESTABLISH STRONG PARTNERSHIPS

- **Clarify roles and responsibilities**

- **Support a results-oriented approach**

- **Demonstrate excellence, accountability, and success on performance outcomes**

GRANT MANAGEMENT CONCEPTS

MONITOR BOTH PERFORMANCE AND FISCAL COMPLIANCE

PERFORMANCE

- Implement project as approved
- Clarify goals, objectives and activities
- Demonstrate substantial progress annually
- Keep records

FISCAL

- Demonstrate accountability and financial stewardship
- Ensure costs are allowable, reasonable and allocable
- Access funds on reimbursement basis
- Adhere to federal regulations

UNIFORM GUIDANCE

Streamlines and consolidates government requirements for receiving and using federal awards so as to reduce administrative burden and improve outcomes

Uniform Guidance Technical Assistance for Grantees

http://www2.ed.gov/policy/fund/guid/uniform-guidance/index.html

EDGAR

Education Department General Administrative Regulations (EDGAR) and Other Applicable Grant Regulations

Title 34, Code of Federal Regulations (CFR), Parts 75-79, 81 to 86 and 97-99 EDGAR is currently in transition.

Risk Management

• **Excessive Drawdown**	The Department has established expected rates for quarterly use of federal funds and monitors draw downs monthly. Excessive drawdowns occur when grantee exceeds those expected rates.
• **Large Available Balance**	Continuation awards can be impacted by having a large available balances (LAB) . 70% of project budget is available 90 days or less before the budget period ends; especially in Years 3+
• **Annual Audit**	Better accounting principles suggest that entities should undergo annual independent fiscal review. Institutions receiving $750,000 or more in federal funding annually must include those funds in an annual audit and report the results.

GRANT MANAGEMENT CONCEPTS
COMMUNICATE OFTEN WITH YOUR PROJECT OFFICER

- Monthly Communication based on
  - Newsletters
  - Emails
  - Telephone
- Annual Performance Reports / Final Performance Reports
- Requests for changes to
  - Key personnel or level of effort (Project Director, Project staff, Board Chair)
  - Budget (Prior approval required if more than 10% of total budget)
  - Project scope, activities or timeline

Include your PR/Award #

GRANT MANAGEMENT CONCEPTS

PROVIDE TECHNICAL ASSISTANCE AND FEEDBACK

- OSEP Key Resources document

- Grant Performance Tips

- Websites, such as

    – www.sites.ed.gov/idea

    – www.ed.gov

    – www.osepideasthatwork.org

- Others you like …

Ask! Share! Let's work together to leverage resources!

GRANT MANAGEMENT CONCEPTS

LOOKING AHEAD

Competitions for 2018-2019

- 2018*
  - Parent Technical Assistance Centers
- 2019*
  - First Parent Training and Information Center Cohort

*All plans subject to Congressional appropriations

FOCUS ON CONTINUOUS IMPROVEMENT

SELF ASSESSMENT FOR PROGRAM IMPROVEMENT

- ✓ Are we carrying out activities required by IDEA?

- ✓ In what ways are we able to provide evidence that the services provided improve outcomes for families and children?

- ✓ Is our project serving all families?

- ✓ How effective are we at reaching all families?

- ✓ Are we building our organization's capacity?

- ✓ How well does our Board & project staff work together?

FOCUS ON CONTINUOUS IMPROVEMENT

- Directors need to be knowledgeable about the structure of the organization, the funded project, and the project activities

- Directors should be updated often with complete, transparent information about the organization's activities and finances

- Directors need to be knowledgeable about their roles and responsibilities

CHALLENGES

NOW AND IN THE NEXT FIVE YEARS

- Retirements and Changes in Leadership
  - Strengthening Parent Leaders/New Directors Meeting
    - New Project Directors, Board Chair(s), & Executive Directors should plan to attend
    - November 1-3 (Washington DC)
- Serving Youth
  - Have you considered seeking TA from other parent centers?
  - Don't forget about OSEPs other TA resources
- Changes in Federal Law & Policy Guidance
  - ESSA, OSEP Dear Colleague Letters & Policy Statements
  - IDEA Reauthorization

Questions? Ideas?

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