

2018 AIDD Technical Assistance Institute and Related TA Meetings

July 9 – 10, 2018

Agenda

Monday, July 9, 2018

Chairperson Leadership Training – 9:30 a.m. – 4:30 p.m. (Separate agenda is located at itacchelp.org).

Who should attend: Council Chairpersons, Vice-Chairpersons, and other member leaders as appropriate.

Monday, July 9, 2018

10:00 a.m. – 1:00 p.m. **Territory Roundtable**

Who should attend: Council staff and members from Territory Councils.

Monday, July 9, 2018

2018 AIDD Technical Assistance Institute: *Enhancing Council Program Opportunities and Improving Fiscal Accountability*

1:30 – 1:45 p.m. Opening and Welcome

1:45 – 3:00 p.m. **Opening Plenary - Natural and Manmade Disaster Planning, Response, and Recovery: Roles for a DD Council**

Session Goal: Increase knowledge about the variety of roles a Council can assume during disaster planning, response, and recovery.

Learning objectives for session attendees:

- Understand and explore three primary roles within three primary areas a Council could consider before, during, and after a crisis
- Explore leadership opportunities when connecting with government and others; and
- Understand the purpose, process, and function of a Cooperative Agreement.

3:00 – 3:15 p.m. Break - move to concurrent sessions

3:15 – 4:30 p.m. Concurrent Sessions

Culture Brokering: Outreach and Engagement to Diverse Communities

Session Goal: DD Councils will increase their knowledge of engaging diverse populations through the concepts and practices of culture brokering.

Learning objectives for session attendees:

- Define culture brokering;
- Understand how the strategy of culture brokering can engage diverse communities; and
- Increase knowledge of approaches, strategies, and recommendations to support Council work diverse communities.

Strategies for Sustainability

Session Goal: Increase understanding, knowledge, and actions needed to plan and realize sustainability for Council funded projects/initiatives.

Learning objectives for session attendees:

- Define sustainability;
- Understand how to plan, monitor, and foster expectations for sustainability; and
- Explore sustainability strategies from DD Councils on a variety of methods, including systems change.

Connecting the Dots with Data: Research to Advocacy

Session Goal: To increase knowledge about how to use data in an accessible manner at the state and national levels to enable people with developmental disabilities to meaningfully connect with their communities.

Learning objectives for session attendees:

- Attendees will become familiar with findings from The State of the States in Intellectual and Developmental Disabilities Project;
- Attendees will hear a self-advocate's perspective on how to make data accessible; and
- Attendees will learn how to use data to advocate at the state and national levels.

4:30 – 4:45 p.m. Break – move to plenary session

4:45 – 5:45 p.m. **Closing Plenary – Results, Resources, and Needs**

Tuesday, July 10, 2018

The focus is fiscal training and information

8:45 – 9:00 a.m. Opening

9:00 – 10:00 a.m. **Utilizing ACL Resources to Support DD Council Programs** - Office of Grants Management (OGM) and the Administration on Intellectual and Developmental Disabilities (AIDD)

10:00 – 10:15 a.m. Break – move to concurrent session

10:15 – 11:45 a.m. Concurrent sessions (sessions repeat in the afternoon)

Everything Counts: Cost principles, administrative and state plan costs AND Recipient share and Match: Requirements, Calculations, and Documentation

Session Goal: Increase knowledge about appropriate use of funds, administrative and program costs for the Council, educating sub-recipients, and resources to use when making decisions and increase understanding about requirements, calculating match for grant award years when using multiple variations, and documenting and reporting match on federal financial reports.

Learning objectives for session attendees:

- Increase knowledge about federal statutes, regulations, and NOA requirements;
- Increase knowledge about allowable costs and fostering an environment to maximize compliance;
- Allocating and documenting costs of personnel who provide both administrative and program services.
- Identify DD Act requirements and variations of match required for activities.
- Explore a variety of ways to document and report match for each grant award.
- Increase understanding of allowable match and state contributions.

Monitoring the Council's Investments

Session Goal: Increase knowledge of Council monitoring responsibilities of sub-recipients.

Learning objectives for session attendees:

- Increase knowledge about monitoring activities;
- Explore the broad categories of risk and actions to lessen risk;
- Considerations for developing and implementing a monitoring plan.

11:45 – 1:15 p.m.

Lunch ON YOUR OWN

1:15 – 2:15 p.m.

The Council and DSA Partnership: Enhancing Communication to Ensure Fiscal Accountability

2:15 – 2:30 p.m.

Break – move to concurrent sessions

2:30 – 4:00 p.m.

Concurrent sessions (repeating sessions from morning – Everything Counts or Monitoring the Council's Investments)

4:00 – 4:15 p.m.

Break – move to closing plenary

4:15 – 5:00 p.m.

AIDD Updates

Session Goal: To increase knowledge about ACL initiatives, any organizational changes, and to provide up-to-date information regarding the Council program and DD Network.

Who should attend: Council Directors, Council programmatic staff, Council fiscal staff, Designated State Agency fiscal staff, and Council members.