

State Fiscal Year 2020 Grants Schedule

	Abusive Head Trauma Prevention	Child Sexual Abuse Prevention	Parent Education Sustain	Capacity Building Parent Education	Parent Education Initiative	Protective Factors training
Reporting						
• Data	semi-annually	semi-annually	WPRS	semi-annually	semi-annually	semi-annually
• Site visit	x	x	x	x	x	
• Yearend report	x	x	x	x	x	x
Continuation application		x	x	x		
Conference calls or Meetings	Quarterly	Quarterly (Steering Committee)	Quarterly	TBD		Every other month
Grantee meeting			Workshops – October 21 in Madison	Launch meeting- July 25	Participate in Parent Education meetings	updated Get and Go curriculum summer 2019
			Sustainability Tool webinar – January 22	Monthly Zoom meetings		
			Grantee Meeting – March 3	Grantee Meeting – March 3		

State fiscal year 2020 ends on June 30, 2020 and final claims on these funds must be submitted within sixty days of the contract period (August 29, 2020). Funds included in this award are made available through the DCF system for Payments and Reporting Contracts (SPARC). Claims for reimbursement must be submitted online. More information about SPARC, including login: <https://dcfparc.wisconsin.gov/>

NEW PROCEDURE: Site visit and year-end reports will be uploaded into SPARC. Instructions will be sent from DCF on how to upload Performance Reports.

- Site visit form due January 15, 2020
- Yearend report due July 15, 2020,

Abusive Head Trauma Prevention Grantees

○ Community of Practice calls -- TBD

Dates	Time	ZOOM Conference Line
November 11, 2019	10:00 am-11am	https://zoom.us/j/475905636
February 9, 2020	10:00 am-11am	https://zoom.us/j/163716316
April 16, 2020	11:30 am-12:30am	https://zoom.us/j/653679904

○ Reporting

- Reporting spreadsheet should be updated and sent to Rebecca Murray by August 1, 2019
- Site visit form and Yearend report (spreadsheet) will be uploaded into SPARC – new process.
- Annual site visit. Prevention Board will send the site visit form by October 1, 2019. The form needs to be completed and uploaded into SPARC by January 15, 2020. After completed form is uploaded, Prevention Board will schedule site visit (2-hour onsite meeting).

Child Sexual Abuse Prevention Grantee

○ Steering Committee meetings

Dates	Time	Location
September 9, 2019	10:30-12:00pm	WCASA - 2801 W Beltline Hwy #202, Madison, WI 53713
December 15, 2019	10:30-12:00pm	WCASA - 2801 W Beltline Hwy #202, Madison, WI 53713
March 16, 2019	10:30-12:00pm	WCASA - 2801 W Beltline Hwy #202, Madison, WI 53713
June 15, 2019	10:30-12:00pm	WCASA - 2801 W Beltline Hwy #202, Madison, WI 53713

○ Reporting

- Reporting spreadsheet should be updated and sent to Rebecca Murray by August 1, 2019
- A statewide plan for trainings and recruitments should be submitted by September 1, 2019
- Site visit form and Yearend report will be uploaded into SPARC – new process.
- Annual site visit will replace the midyear narrative report. Prevention Board will send the site visit form by October 1, 2019. The form needs to be completed and uploaded into SPARC by January 15, 2020. After completed form is uploaded, Prevention Board will schedule site visit (2-hour onsite meeting).
- Yearend report template will be sent by March 1, 2020.

Parent Education (Sustaining) Grantees

○ Community of Practice calls

Dates	Time	ZOOM Conference Line
August 21, 2019	9:30 am – 11am	https://zoom.us/j/876389227
November 20, 2019	9:30 am – 11am	https://zoom.us/j/37273826
February 19, 2020	9:30 am – 11am	https://zoom.us/j/132239187
May 20, 2020	9:30 am – 11am	https://zoom.us/j/554576506

Triple P Implementation calls with the Triple P Consultant can still be scheduled as needed.

○ Reporting

- Reporting for Triple P and Nurturing Parenting should be entered in the [Wisconsin Prevention Reporting System](#).
- Site visit form and Yearend report will be uploaded into SPARC – new process.
- Annual site visit will replace the midyear narrative report. Prevention Board will send the site visit form by October 1, 2019. The form needs to be completed and uploaded into SPARC by January 15, 2020. After completed form is uploaded, Prevention Board will schedule site visit (2-hour onsite meeting).
- Yearend report template will be sent by March 1, 2020.
- Agency newsletters and promotional fliers should be sent to both Rebecca Murray and Connie Dunlap.

Parent Education (Capacity Building) Grantees

○ Community of Practice calls – Monthly calls will be scheduled with each grantee and the Implementation Team (September – March)

○ Reporting

- Site visit form and Yearend report will be uploaded into SPARC – new process.
- Annual site visit will replace the midyear narrative report. Prevention Board will send the site visit form by October 1, 2019. The form needs to be completed and uploaded into SPARC by January 15, 2020. After completed form is uploaded, Prevention Board will schedule site visit (2-hour onsite meeting).
- Yearend report template will be sent by March 1, 2020.
- Agency newsletters and promotional fliers should be sent to both Rebecca Murray and Connie Dunlap.

Protective Factors Framework Certified Trainers

○ Community of Practice

Dates	Time	Conference line
August 12, 2019	11:30 – 12:30	1-888-327-8914
October 14, 2019	11:30 – 12:30	Passcode: 5398040#
December 9, 2019	11:30 – 12:30	(second Monday of every other month)
February 10, 2020	11:30 – 12:30	
April 13, 2020	11:30 – 12:30	
June 8, 2020	11:30 – 12:30	

○ Reporting

- Training Plan should be submitted by August 1, 2019 at <http://30.selectsurvey.net/doa/TakeSurvey.aspx?SurveyID=m6MKnm6K>
- Notification of Upcoming Training link: <https://30.selectsurvey.net/doa/TakeSurvey.aspx?SurveyID=l2MI988K#>
- Protective Factor Training Evaluation link: <http://30.selectsurvey.net/doa/TakeSurvey.aspx?SurveyID=78ML7m8K>
Provide to participants immediately following last course of training. See evaluation instructions for specific details.