

State Fiscal Year 2022 Grants Schedule

| | AHT Prevention | RFA- AHT Prevention | Child Sexual Abuse Prevention | Parent Education Sustain | Capacity Building Grantees | Training & TA | Protective Factors training | FRC Infra- structure Dev. |
|--|-------------------|------------------------|--------------------------------------|--------------------------------|--|---------------------------------|-----------------------------------|---|
| Reporting | | | | | | | | |
| • Data | semi- annually | semi- annually | semi- annually | WPRS | WPRS | semi- annually | semi- annually | Varies |
| • Quarterly check in | quarterly | optional | quarterly | quarterly | quarterly | | | quarterly |
| • Site visit | x | | x | x | x | x | x | optional |
| • Yearend report | x | x | x | x | x | x | x | x |
| Continuation application | | x | | | | x | | x |
| Conference calls, Meetings or Community of Practice | Quarterly | Quarterly, optional | Quarterly (Steering Committee) | Quarterly | Monthly status check-in (for first 6 months) | Monthly status check-in | Quarterly | See table below for different COPs |
| Virtual Grantee meeting, Sept. 28-29 | x | optional | optional | x | x | Grantee Meeting (co-lead) | x | x |
| Reimbursement System | SPARC | STAR/PO | SPARC | SPARC | SPARC | SPARC | Depends on agreement | SPARC |

Payment/Reimbursement Information:

FOR CONTRACTS WITH SPARC PAYMENT: State fiscal year 2022 ends on June 30, 2022 and final claims on these funds must be submitted within sixty days of the contract period (August 29, 2022). 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/>

FOR CONTRACTS WITH A PURCHASE ORDER: State fiscal year 2022 ends on June 30, 2022 and final invoices on these funds must be submitted to Claire Ackerman by end of June. Notification of final invoice date will be sent in April.

Abusive Head Trauma Prevention Grantees

○ Community of Practice calls

| Dates | Time | Location or Virtual platform link |
|--------------|--------|-----------------------------------|
| September 29 | 1-3 PM | Zoom |
| January 12 | 1-2 PM | TBD |
| April 13 | 1-2 PM | TBD |
| June 22 | 1-2 PM | |

○ Reporting

- Reporting spreadsheet should be updated and sent to Claire Ackerman by August 1, 2020
- Spreadsheet for reporting is due January 19, 2021 and July 15, 2021
- Site visit form and Yearend report will be uploaded into SPARC.
- Annual site visit. Prevention Board will send the site visit form by October 1, 2020. The form needs to be completed and uploaded into SPARC by January 19, 2021. After completed form is uploaded, Prevention Board will schedule site visit (2-hour onsite meeting).
- Yearend report due July 15, 2021
- Abusive Head Trauma Prevention grantees through the request for application process
 - At the start of your funding, work with Claire Ackerman on the reporting requirements.
 - Reporting is due January 19, 2021 and July 15, 2021
 - Yearend report due July 15, 2021

Child Sexual Abuse Prevention Grantee

○ Steering Committee meetings – TBD

| Dates | Time | Location |
|-------|------|----------|
| | | |

○ Reporting

- Reporting spreadsheet should be updated and sent to Claire Ackerman by August 1, 2020

- Spreadsheet for reporting is due January 19, 2021 and July 15, 2021
- A statewide plan for trainings and recruitments should be submitted by September 1, 2020
- Site visit form and Yearend report will be uploaded into SPARC.
- Annual site visit. Prevention Board will send the site visit form by October 1, 2020. The form needs to be completed and uploaded into SPARC by January 19, 2021. After completed form is uploaded, Prevention Board will schedule site visit (2-hour onsite meeting).
- Yearend report due July 15, 2021

Parent Education Grantees and Capacity Building Grantees

○ Statewide Community of Practice calls

| Dates | Time | ZOOM Conference Line |
|---------------------------|----------------|--------------------------------------|
| August 18 th | 9:30 am – 11am | Contact Connie Dunlap for Zoom links |
| November 17 th | 9:30 am – 11am | |
| February 16 th | 9:30 am – 11am | |
| May 18 th | 9:30 am – 11am | |

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

○ Medical Community of Practice calls

| Dates | Time | ZOOM Conference Line |
|--------------------------|-------------|--------------------------------------|
| October 13 th | 12 pm – 1pm | Contact Connie Dunlap for Zoom links |
| February 9 th | 12 pm – 1pm | |
| June 8 th | 12 pm – 1pm | |

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

○ Bilingual Community of Practice calls

| Dates | Time | ZOOM Conference Line |
|-------------------------|--------------|--------------------------------------|
| July 14 th | 10 am – 11am | Contact Connie Dunlap for Zoom links |
| November 3 ^d | 10 am – 11am | |

| | | |
|-----------------------|--------------|--|
| March 9 th | 10 am – 11am | |
|-----------------------|--------------|--|

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](#).
- Grantee calls will be scheduled quarterly for one-on-one support and fiscal check-in. Contract Administrator will schedule calls by August 1, 2021.
- Site Visit Form and Year End Report will be uploaded into SPARC.
- Annual site visit will replace the midyear narrative report. Prevention Board will send the site visit form by October 1, 2021. The form needs to be completed and uploaded into SPARC by January 18, 2022. After completed form is uploaded, Prevention Board will schedule site visit (2-hour onsite or Zoom meeting).
- Agency newsletters and promotional fliers should be sent to both Merrissa Johnson and Connie Dunlap.
- Yearend report due July 15, 2022.

Training and Technical Assistance

○ Meetings

- Meeting third Tuesday of every month

○ Reporting

- Reporting spreadsheet should be updated and sent to Becky Mather by August 1, 2020
- Spreadsheet for reporting is due January 19, 2021 and July 15, 2021
- Site visit form and Yearend report will be uploaded into SPARC.
- Annual site visit. Prevention Board will send the site visit form by October 1, 2021. The form needs to be completed and uploaded into SPARC by January 19, 2021. After completed form is uploaded, Prevention Board will schedule site visit (2-hour onsite meeting).
- Yearend report due July 15, 2021

Protective Factors Framework Certified Trainers

○ Community of Practice

| Dates | Time | Zoom Conference line |
|--------------------|---------------|---|
| July 6, 2021 | 11:30 – 12:30 | https://us02web.zoom.us/j/81990306783 |
| September 13, 2021 | 11:30 – 12:30 | https://us02web.zoom.us/j/87865411920 |
| November 8, 2021 | 11:30 – 12:30 | https://us02web.zoom.us/j/85644067533 |
| February 14, 2022 | 11:30 – 12:30 | https://us02web.zoom.us/j/84331762624 |
| April 11, 2022 | 11:30 – 12:30 | https://us02web.zoom.us/j/81253525033 |

○ Reporting

- Site visit (virtual) – 30 minute web conference to be scheduled by Prevention Board in Jan. and Feb. of 2022
- Training Numbers Reporting Survey due Jan. 18, 2022 and July 15, 2022 (number of attendees and courses)
<https://30.selectsurvey.net/doa/TakeSurvey.aspx?PageNumber=1&SurveyID=l8M16l23>
- Notification of Upcoming Training Survey submitted in the quarter prior to training:
<http://43.selectsurvey.net/doa/TakeSurvey.aspx?SurveyID=m8M14o33>
- Protective Factor Training Evaluation **should be provided to participants immediately following last course of training.** See evaluation instructions for specific details.
<http://43.selectsurvey.net/doa/TakeSurvey.aspx?SurveyID=m2M1377K>

FRC Infrastructure Development Grant

○ July 1 – Jan. 17, 2021 Meetings and Due Dates

| Activity | Date | Time | Attendees |
|---|--------------------|--|---|
| Kick-off Meeting | July 7, 2021 | 9:00 am -11:00 am | Administrative Leadership Team |
| Quality Standards Training | July 21-22, 2021 | July 21 8:30 am- 4:30 pm July 22 8:30 am - 12:30 pm | Administrative Leadership Team |
| Complete Quality Standards Program Self-Assessment Tool | Due Aug. 10, 2021 | — | — |
| FRC Grant COP (Review Standards Assessment Results) | Aug. 17, 2021 | 9:00 am -11:30 am | Administrative Leadership Team |
| CSSP Program Self-Assessment Training | Sept. 7, 2021 | 8:30 am -12:30 pm | Protective Factors Leadership Team |
| Complete CSSP Program Self-Assessment | Due Sept. 21, 2021 | — | — |
| FRC Grant COP (Review CSSP Assessment Results) | Sept. 28, 2021 | 9:00 am-11:30 am | Protective Factors Leadership Team |
| Parent Advisory Training | Oct. 19 -20, 2021 | Oct. 19 9:30 am- 3:00 pm Oct. 20 9:30 am – 3:00 pm | Parent Leadership Team (See above) |
| FRC Grant COP | Nov. 9, 2021 | 9:00 am-11:30 am | Administrative Leadership Team, Parent Leadership Coordinator, Protective Factors Coordinator |
| FRC Grant COP | Dec. 14, 2021 | 9:00 am-11:30 am | Administrative Leadership Team, Parent Leadership Coordinator, Protective Factors Coordinator |
| Action Plan Due | Jan. 17, 2021 | — | — |

○ Meeting dates Jan.1, 2022 – June. 30, 2022

| Activity | Date | Time | Attendees |
|-------------------------------|--|------------------------------------|---|
| Administrative Leadership COP | Monthly Jan. – June 3 rd Tues.* | 9:00 am – 11:30 am | Administrative Leadership Team |
| Parent Leadership COP | January, March, May Meetings | Schedule at end of PAC training | Parent Leadership Coordinator Required, Other members TBD |
| Protective Factors COP | February, April, June Meetings | Schedule with group | Protective Factors Coordinator Required, Other members TBD |