



*U.S. Department of Education- Hispanic-Serving Institutions (HSI) Programs*

## **FY 2017 New Project Directors' Conference**

**November 2<sup>nd</sup> -3<sup>rd</sup>, 2017**

**U.S. Department of Education**  
400 Maryland Ave. S.W. Washington, DC 20202  
Lyndon B. Johnson Auditorium

# **AGENDA**

## ***Promoting Grant Success!***

### **Conference Objectives:**

- **Evaluation:** To promote continuous improvement;
- **Networking:** To promote information sharing amongst funded projects that will help inform and promote sustainability of working practices; and
- **Technical Assistance:** To provide information that will assist grantees to implement and administer their funded projects and be in compliance.

### **Day One: November 2, 2017**

**12:00 p.m. – 1:00 p.m.**

**Registration**

**1:00 p.m. -1:20 p.m.**

**Welcome and Opening Remarks**

**Beatriz Ceja, Director**

HSI Division

U.S. Department of Education

**Adam Kissel**

Deputy Assistant Secretary

Higher Education Programs

Office of Post-secondary Education

U.S. Department of Education

**1:20 p.m. -1:35 p.m.**

**Conference Overview**

**Njeri Clark, Developing HSI Program Lead**

1:35 p.m. – 2:45 p.m.	<b>Understanding Roles and Responsibilities of Grant Project Key Personnel</b>
	A facilitated discussion with the HSI team.
	<b>Discussion Facilitator: Beatriz Ceja</b>
2:45 p.m. – 3:00 p.m.	<b>Break</b>
3:00 p.m. – 3:45 p.m.	<b>Managing your grant under the Uniform Guidance (2 CFR Part 200)</b>
	Kathy Killian of the Department of Education’s Risk Management Service (RMS) group will provide an overview of:
	<ul style="list-style-type: none"> <li>• The hierarchy of authorities for managing a grant,</li> <li>• What information is included in the Uniform Guidance and how it is organized,</li> <li>• Key concepts and requirements grantees should be familiar with, and</li> <li>• Resources available to grantees.</li> </ul>
3:45 p.m. – 4:30 p.m.	<b>Facilitated Panel Discussion: <i>Overcoming Barriers and Navigating Bureaucracy for Grant Success</i></b>
	Amanda Quintero from CSU, Channel Islands and Patricia Medina of San Antonio College will provide strategies on how to overcome common barriers faced at institutions in order to successfully complete grant projects.
	<b>Facilitator: Njeri Clark</b>
4:30 -4:45 p.m.	<b>Student Experience</b>
	Jonathan Smart of CSU, Dominguez Hills, will share his story of how he benefited from the Title V project.
4:45 p.m. - 5:00 p.m.	<b>Day One Closing Remarks</b>

**Day Two: November 3, 2017**

**8:30 a.m. – 9:00 a.m.**

**Registration**

**9:00 a.m. – 9:15 a.m.**

**Welcome Back: Day’s Outlook**

Beatriz Ceja  
HSI Director  
U.S. Department of Education

**9:15 a.m. – 10:00 a.m.**

**Internal Controls and Financial Management**

Grantee Presentation: Floralba Arbelo of Albizu University will share her perspective on best practices for maintaining internal controls and sound financial practices when managing a grant.

**10:00 a.m. - 10:45 a.m.**

**Integrated Logic Models**

Catherine Cooper of the University of California, Santa Cruz will provide the audience with an opportunity to learn about Integrated Logic Models and how to use them to help monitor project progress and evaluation.

**10:45 a.m. - 12:00 p.m.**

**Grant Project Showcase**

Enjoy refreshments, network, and visit exhibits of DHSI, HSI STEM, and PPOHA projects.

- ◆ Nora Garza and Alicia Gonzales of Laredo Community College;
- ◆ Josefina Hernandez of Universidad Central de Bayamon
- ◆ Katherine Powers and Rigo Hernandez of CSU, Fullerton;
- ◆ Barbara Knotts and Yvonne Campbell of San Antonio College;
- ◆ Jorge Talamantes, CSU-Bakersfield
- ◆ Jose Donate Lopez of Inter American Univ. of Puerto Rico
- ◆ S.K. Ramesh and S. Jimmy Gandhi of California State University, Northridge
- ◆ Jonas Reitz & Charlotte Edwards of New York City College of Technology, CUNY
- ◆ Kamal Hamdan and Noemi Rodriguez of CSU, Dominguez Hills
- ◆ Zulma Quiones, Inter American University of Puerto Rico-San Germán

**12:00 p.m. - 1:15 p.m.**

**Lunch On Your Own**

<b>1:15 p.m. – 2:00 p.m.</b>	<p><b>Evaluating your grant project</b></p> <p>S.K. Ramesh of California State University, Northridge and Josefina Hernandez of Universidad Central de Bayamon will share their experiences as Project Directors and techniques for evaluating your grant project.</p> <p><b>Facilitator: Beatriz Ceja</b></p>
<b>2:00 p.m. - 3:00 p.m.</b>	<p><b>Facilitated Panel Discussion</b></p> <p>Examine various aspects of grants management from a panel of veteran Project Directors:</p> <ul style="list-style-type: none"> <li>• Cindy Shue of University of NM, Valencia</li> <li>• Behnam Bahr of California State Polytechnic University, Pomona</li> <li>• Rhonda Gonzales of University of Texas San Antonio</li> <li>• Daniel Brown of Texas State University</li> <li>• Christos Valiotis of Antelope Valley College</li> <li>• Zilma Santiago of the Universidad Adventista de las Antillas</li> <li>• William Mullaney of Bergen Community College</li> </ul>
<b>3:00 p.m. – 3:10 p.m.</b>	<p><b>Break</b></p>
<b>3:10 p.m. – 4:00 p.m.</b>	<p><b>Facilitated Discussion with Project Directors</b></p> <p>Panelists will share their experience as project directors, lessons learned and challenges.</p> <p><b>Facilitators: Njeri Clark, Dr. Maria Carrington, and Stacey Slijepcevic</b></p>
<b>4:00 p.m. -4:45 p.m.</b>	<p><b>Performance Reporting</b></p> <p>Jason Cottrell of the Office of Post-secondary Education’s Institutional Service group will discuss Interim and Annual Performance Reports, due dates, Title V eligibility and more.</p>
<b>4:45 p.m. - 5:00 p.m.</b>	<p><b>Closing Remarks</b> <b>Beatriz Ceja</b></p>