AIMS²(HSI-STEM Grant) Meeting # 5

California State University
Northridge

JD - 1568
2 :00PM– 4:00 PM
January 12, 2012

JACARANDA HALL

AIMS(HSI-STEM Grant) Meeting # 5

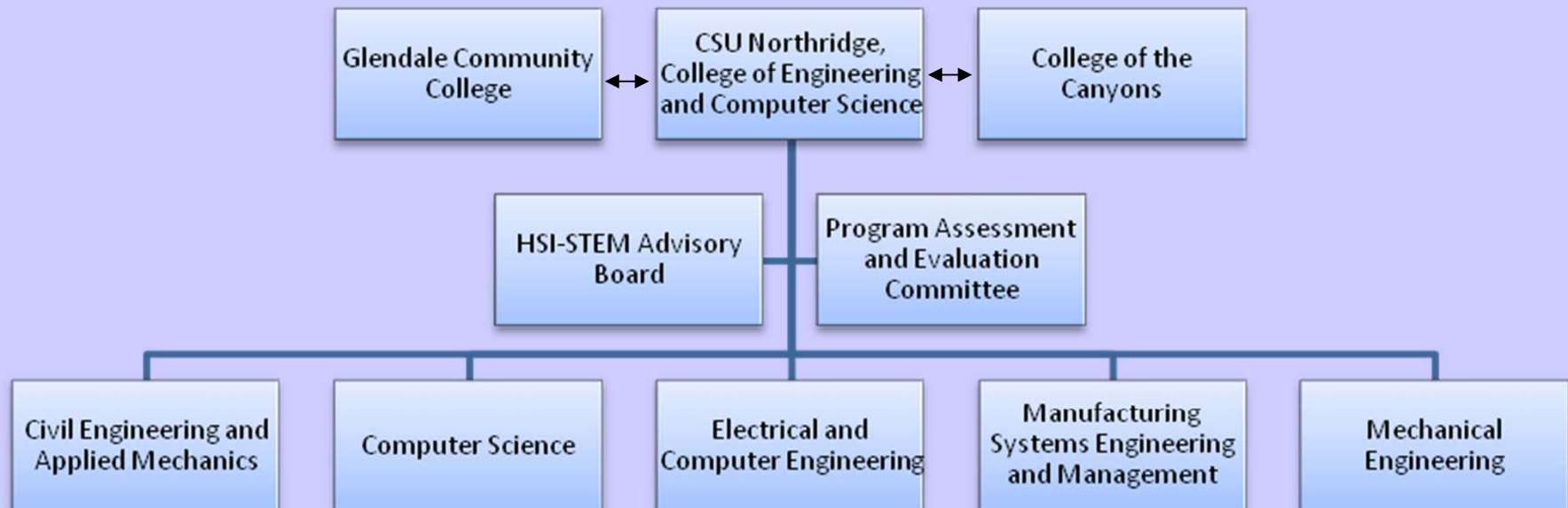•*Jacaranda Hall- Courtesy Prof. Steven Stepanek*

HSI-STEM Partners

AIMS(HSI-STEM Grant) Meeting # 5

AGENDA

-
- **Review meeting calendar for spring 2012**
- **Overview of Project Web Site – Kunal Chitre, Digital Energy**
  - **Update on Cohort recruitment**
    - **CSUN – Nagwa and Tesha**
    - **Glendale CC - Kristin, Jan and Scott**
    - **College of the Canyons – David and Susan**
- **Update on Project Evaluation Plan - Nathan**
- **Agenda Items for February 9th meeting**

Message from DOE (Dec 2011)

- <u>Peter G. Fusscas</u>
  - Phone: 202-502-7590
  - Fax: 202-502-7590
  - EMAIL: <u>Peter.Fusscas@ed.gov</u>

  Hours: 8:00am-4:30pm (Washington, DC Time)

  Note that there will soon be a Website specific to the HSI STEM and Articulation Program. Once this is available I will forward the link to you.

  For now, you may monitor the Title V Website which includes HSI STEM at:
  <u>http://www2.ed.gov/programs/idueshsi/index.html</u>

Your New HSI STEM Grant

- Congratulations on your new grant!! As the responsible individual(s) for the grant, it is required that you:
    - Manage (and monitor) the activities found in the approved application
    - Compare actual accomplishments with previously established performance measures
    - Adhere to laws, regulations, conditions of the grant, and the assurances and certifications

Your New HSI STEM Grant- Con't

- Demonstrate progress toward achievement of project goals and objectives
- Submission of required performance reports-all required information is reported to the department.
- Manage Federal funds according to Federal cash management requirements, including expenditure of funds for authorized purposes

Reporting Program Performance

- The first reporting requirement for your new award will be the "Interim Report" that covers the first six months of the grant. This report (as of this writing) will be sent manually using the 524B Report Form. An email will be sent to you at least a month before the due date with further instructions, along with the necessary documents. Generally, the Interim Report is due by April 30

Reporting Program Performance

- **Annual Performance Reports** are due 90 calendar days after the grant year (usually by December 31)

- **Final Performance Reports** are due 90 calendar days after the expiration or termination of the award

- It is very important to submit performance reports on time as failure to do so may result in a delay, or denial, of a Continuation Award and in the case of closeouts, being found not in compliance, which may affect issuance of future awards
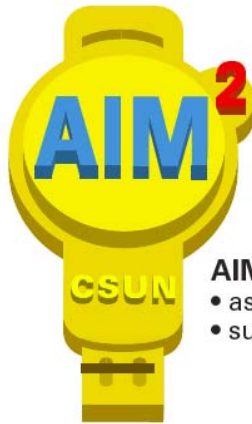
Reporting Program Performance

- Performance Reports generally must contain the following:
- ➢ A comparison of actual accomplishments with the goals and objectives established for the period
- ➢ Reasons why established goals were not met, if appropriate
- ➢ Other pertinent information including, when appropriate, analysis, and explanation of cost overruns or high unit costs

Program Logo Designs

Attract, Inspire, Mentor and Support Students

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Proposed Meeting dates

- **January 12**
- **February 9**
- **March 15***
- **April 19***
- **May 10**

Schedule conflicts – Behzad (March 15), Ramesh (April 19)

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