**Program Staff Track Agenda**Hyatt Regency Tamaya Resort on the Santa Ana Pueblo | Santa Ana Pueblo, NM 87004

# **Tuesday, December 3, 2019**

6:45 AM – 8:00 AM **REGISTRATION AND NETWORKING**

*Location: Tamaya Ballroom Pre-function Hallway*

8:00 AM – 8:30 AM **OPENING SESSION**

*Location: Tamaya Ballroom*

**Traditional Opening**

**Jay Garcia,** *Lieutenant Governor*, Santa Ana Pueblo*(Invited)*

**Welcome and Agenda Overview**

**Trish Thackston,** *Policy Advisor***,** Bureau of Justice Assistance

8:30 AM – 10:00 AM **Resources and Funding Opportunities to Strengthen your   
Tribal Justice System Efforts**

*Location: Tamaya Ballroom*

Representatives from each of the Department of Justice’s (DOJ) grant making offices will discuss office updates, priorities and opportunities for funding and technical assistance that exists outside the Coordinated Tribal Assistance Solicitation

**Julius Dupree,** *Policy Advisor***,** Bureau of Justice Assistance

**Kara McDonagh,** *Program Specialist***,** Office of Juvenile Justice and   
Delinquency Prevention

**Anne Beamon,** *Senior Grant Program Specialist*, Community Oriented   
Policing Services

**James Smith**, *Grant Program Manager,*Office on Violence Against Women

**RESOURCES**

1. [Preparing your COPS Application (handout)](https://ncjtc-static.fvtc.edu/resources/RS00010050.pdf)
2. [COPS Selected Programs (Hiring/School Violence/National Blue Alert) (PPT)](https://ncjtc-static.fvtc.edu/resources/RS00010051.pdf)
3. [BJA Anticipated 2020 Solicitations that support Tribal Justice (Handout)](https://ncjtc-static.fvtc.edu/resources/RS00010052.pdf)
4. [CTAS Orientation OJJDP Resources and Support Available to Tribal Nations (PPT)](https://ncjtc-static.fvtc.edu/resources/RS00010053.pdf)
5. [OVW Funding Opportunities](https://ncjtc.fvtc.edu/resources?terms=CTAS%20-%20OVW%20Funding%20Opportunities#findResources)
6. [OVC Overview](https://ncjtc.fvtc.edu/resources?terms=CTAS%20-%20OVC%20Overview#findResources)

10:00 AM – 10:15 AM Break (on your own)

10:15 AM – 11:15 AM  **Best Practices for Successful Grant Management for   
Program Staff**

*Location: Tamaya Ballroom*

Congratulations on receiving your CTAS awards! The purpose of this session is to provide key information on best practices for successful grant management to help your tribe be successful in administering and managing your grants.

**Moderator: Geroma Void,** *Senior Juvenile Justice Specialist*, Office of Juvenile Justice and Delinquency Prevention

**George Gibmeyer,** *Supervisory Grant Monitoring Specialist,* Community Oriented Policing Services

**James Smith**, *Grant Program Manager,*Office on Violence Against Women

**RESOURCES**

1. [Best Practices for Grant Management](https://ncjtc-static.fvtc.edu/resources/RS00010099.pdf)
2. [Best Practices for Successful Grant Management](https://ncjtc.fvtc.edu/Resources?terms=CTAS%20Best%20Practices%20for%20Successful%20Grant%20Management)

11:15 AM – 12:15 PM **Building Community Engagement in your   
Grant-Funded Tribal Justice System Efforts**

*Location: Tamaya Ballroom*

This session will explore the benefits of building community wide support and developing strong State, Tribal, and Federal partnerships to create, expand, and sustain your programs. Strategies to achieve engaged and effective advisory committees/circles as will be discussed. Through thoughtful and innovative planning, communication, and defined partnership roles, programs can be successful and sustainable well into the future.

**Stephanie Autumn,** *Director*, Tribal Youth Resource Center,   
Tribal Law and Policy Institute

**Lea Geurts,** *Program Coordinator*, National Criminal Justice Training Center of  
Fox Valley Technical College

1. [Building Community Engagement presentation](https://ncjtc-static.fvtc.edu/resources/RS00010306.pdf)

12:15 PM – 1:30 PM Lunch (on your own)

1:30 PM – 5:00 PM **CONCURRENT SESSIONS**

**Purpose Area Breakout Sessions**

Participants should attend the purpose area breakout session(s) for which they received funding under CTAS. During these interactive sessions, DOJ program offices will conduct training on their purpose area requirements. Each program office will have staff available to meet with grant recipients to answer questions and provide guidance for implementing and managing grant projects. You will also have an opportunity to learn about valuable training and technical assistance resources that are available to assist you with implementing your project(s).

**Purpose Area 1 | Office of Community Oriented Policing Services (COPS Office)**

*Location: Tamaya Ballroom*

**Purpose Areas 2, 3, and 10 | Bureau of Justice Assistance**

*Location: Puma ABC*

**Purpose Area 4 | Bureau of Justice Assistance**

*Location: Badger BC*

**Purpose Area 5 | Office on Violence Against Women (OVW)**

*Location: Hawk AB*

1. [TAD NGO CTAS PPT](../../../../../Marketing/2016%20Portal%20Redesign/Resources/2019%20CTAS%20Resources/Feb%202020/TAD%20NGO%20CTAS%202019%20TGP%20PA%205%20(Mahloch,%20Kristina%20M.)%20508%20Compliant.pdf)

**Purpose Areas 8 and 9 | Office of Juvenile Justice and Delinquency Prevention**

*Location: Wolf AB*

1. [PA 8\_9 Session](../../../../../Marketing/2016%20Portal%20Redesign/Resources/2019%20CTAS%20Resources/Feb%202020/CTAS%202019%20Presentation%20-%20Combined%20PA%208_9%20Session%20508%20Compliant%20v1.pdf)
2. [PA 8 Individual Session](../../../../../Marketing/2016%20Portal%20Redesign/Resources/2019%20CTAS%20Resources/Feb%202020/CTAS%202019%20Presentation%20-%20PA%208%20Individual%20Session%20508%20Compliant%20v1.pdf)
3. [PA 9 Individual Session](../../../../../Marketing/2016%20Portal%20Redesign/Resources/2019%20CTAS%20Resources/Feb%202020/CTAS%202019%20Presentation%20-%20PA%209%20Individual%20Session%20508%20Compliant.pdf)

**Wednesday, December 4, 2019**

8:00 AM – 8:30 AM **Registration and Networking**

8:30 AM – 10:00 AM **Strategic Planning and Sustainability**

*Location: Tamaya Ballroom*

The session is devoted to the benefits of strategic planning to create a plan around your justice system or program development needs. Elements of strategic components can assist in leveraging resources and promoting sustainability.

**Justine Souto,** *Program Manager*, National Criminal Justice Training Center of  
Fox Valley Technical College

**Trish Thackston,** *Policy Advisor*, Bureau of Justice Assistance

**RESOURCES**

1. [Strategic Planning & Program Sustainability](https://ncjtc-static.fvtc.edu/resources/RS00010074.pdf)

10:00 AM – 10:15 AMBreak (on your own)

10:15 AM – 11:45 AM **CONCURRENT SESSIONS**

**WORKSHOP A: Reporting and Post-Award Grants Management System for Office of Justice Programs and Office on Violence Against Women (OVW) Grants**

***(Purpose Areas 2,3,4,5,8,9,10)***

*Location: Tamaya Ballroom*

DOJ staff will provide guidance on procedures for submitting financial status reports, progress reports, and grant adjustment notices in the Grants Management System. Grant recipients will have the opportunity ask questions during the session.

**Sean Smith,** *Grants Policy Specialist,* Grants Management Division, Office of Audit, Assessment, and Management

1. [Post Award Grantee Version](https://ncjtc.fvtc.edu/resources?terms=CTAS%20Post-Award%20GMS%20Training%20-%20Grant%20Recipients#findResources)
2. [Budget Modification GAN](https://ncjtc.fvtc.edu/resources?terms=CTAS%20Budget%20Modification%20GAN#findResources)
3. [Change in Project Period GAN](https://ncjtc.fvtc.edu/resources?terms=CTAS%20Change%20in%20Project%20Period%20GAN#findResources)
4. [Resubmit a Change Requested Reports](https://ncjtc.fvtc.edu/resources?terms=CTAS%20Resubmit%20a%20Change%20Requested%20Report#findResources)
5. [Submit a Progress Report](https://ncjtc.fvtc.edu/resources?terms=CTAS%20Submit%20a%20Progress%20Report#findResources)
6. [Submit a Special Report](https://ncjtc.fvtc.edu/resources?terms=CTAS%20Submit%20a%20Special%20Report#findResources)
7. [Progress Report Infographic](https://ncjtc.fvtc.edu/resources?terms=CTAS%20Progress%20Reports%20-%20Infographic#findResources)
8. [OCFO FMTS GMS FAQ](https://ncjtc.fvtc.edu/resources?terms=CTAS%20-%20OCFO%20FMTS%20GMS%20FAQ#findResources)

**WORKSHOP B: COPS Office Meet & Greet and Q & A Session**

***(Purpose Area 1)***

*Location: Wolf ABC*

COPS staff will meet one on one with grantees to discuss new or previous awards, grant compliance issues, and to provide TTA assistance resources.

**Anne Beamon,** *Senior Grant Program Specialist,* Community Oriented Policing Services

**Nazmia E.A. Comrie,** *Senior Grant Program Specialist,* Community Oriented   
Policing Services

**George Gibmeyer,** *Supervisory Grant Monitoring Specialist,* Community Oriented Policing Services

**Tammy Richardson,** *Senior Grant Program Specialist,* Community Oriented   
Policing Services

**WORKSHOP C: Understanding and Preventing High Risk Designation**

*Location: Puma ABC*

This session will provide an overview of high-risk designation and how the high-risk process works. The session will also provide information on how to avoid or minimize high risk designation status.

**Jeff Haley**, *Deputy Director*, Audit and Review Division, Office of Audit,   
Assessment, and Management

**RESOURCES**

1. [High Risk Grantee Presentation](https://ncjtc-static.fvtc.edu/resources/RS00010054.pdf)

**Wednesday, December 4, 2019 (Continued)**

11:45 AM – 1:00 PM Lunch (on your own)

1:00 PM – 2:30 PM **Grant Fraud Awareness****(Program Staff and Financial Management)**

*Location: Tamaya Ballroom*

Funding recipients and government employees must work together to prevent fraud, waste, and abuse related to taxpayer-funded programs. Offices of Inspectors General exist to help prevent and investigate fraud, waste, abuse, and misconduct related to government operations. It is in everyone’s best interest to ensure the government operates at optimum efficiency and effectiveness and that grant funds are used properly. This session will focus on topics such as risk mitigation, keys to preventing and detecting fraud, and conflicts of interest.

**Cynthia Roberts**, *Special Agent*, Department of Justice, Office of Inspector General, Fraud Detection Office

**RESOURCES**

1. [Grant Fraud Awareness Training Power Point](https://ncjtc-static.fvtc.edu/resources/RS00010055.pdf)

2:30 PM – 2:45 PM Break (on your own)

2:45 PM – 4:00 PM **Developing a Comprehensive Data Collection and Evaluation Plan and Overview of Performance Measures**

*Location: Tamaya Ballroom*

This session is devoted to the types and purpose of data collection, and evaluation plans. Ethical and cultural considerations when developing a comprehensive data collection and evaluation plan will also be discussed.

**Tasha R. Fridia, JD**, *Tribal Youth and Justice Specialist*, Tribal Youth Resource Center, Tribal Law and Policy Institute

**Heather Valdez Freedman,** *Deputy Director,* Tribal Law and Policy Institute

**Gentry Schaffer**, *Research Associate*, Booz Allen Hamilton, Contractor to Bureau of Justice Assistance

1. [OJP Data Collection Powerpoint](https://ncjtc.fvtc.edu/resources?terms=CTAS%20Data%20Collection%20OJP#findResources)

4:00 PM – 4:30 PM **Grantee Sharing**

*Location: Tamaya Ballroom*

Former recipients of CTAS awards share their lessons learned on using DOJ funds to build a comprehensive tribal justice system

1. [Grantee Sharing Presentation](https://ncjtc.fvtc.edu/resources?terms=CTAS%20Grantee%20Sharing#findResources)

4:30 PM – 5:00 PM **Q&A, Closing Remarks, and Traditional Closing***Location: Tamaya Ballroom*

**Trish Thackston,** *Policy Advisor***,** Bureau of Justice Assistance