

**Background:**

Staff will provide updates to the Project Development Committee regarding public information activities, the status of new or recently approved projects, and projected funds available for new projects. Meeting materials include the following items for your review prior to the meeting:

- **Grants Risk Assessment Report (found under Tab 3)** – summarizes the risk assessment matrix for considerations of continuation grant awards, new grant awards and provides more detail about monitoring activities for all TCDD funded projects. This format now includes any concerns identified by grants staff from ongoing monitoring of projects.
- **Grant Project Highlights** – The quarterly Grant Project Highlights Report is enclosed for review by Committee members. This report provides highlights of grantee accomplishments for current TCDD funded projects. Project Highlights Leadership Development and Advocacy Skills Training – *Arc of Texas* and *Texas Advocates* projects will be reviewed by grants staff at the Committee of the Whole.

Staff may also refer to the following printed materials, found behind other Tabs:

- **Public Information Report** - includes recent public information staff activities that create awareness and build connections. Tab 7
- **TCDD Quarterly Financial Report** –summarizes TCDD’s approved budget and year-to-date expenditures and is used in projecting funds available for additional projects in future years. Tab 6

**Project Development Committee**

**Agenda Item 6.**

**Expected Action:**

Information items only; no action is anticipated.

**Council**

**Agenda Item 9. A.**

**Expected Action:**

The Council will receive a report on key discussions of the Committee on these items. No action is anticipated.

**RISK ASSESSMENT FOR CONSIDERATION OF CONTINUATION AWARDS**  
**06/01/14– 05/31/15**

Item	Grantee	TCDD Funds	Other Fed Funds	Risk Activity	Risk Code
A	Educational Programs Inspiring Communities, Inc. <i>(Enabling Technology)</i>	\$225,000	\$200,000	2	
B	Strategic Education Solutions, LLC <i>(Enabling Technology)</i>	\$224,925	\$0	2	
C	Imagine Enterprise, Inc <i>(Self-Advocates as Speakers)</i>	\$125,000	\$725,000	2	
D	Coalition of Texans with Disabilities <i>(Developmental Disabilities Policy Fellows)</i>	\$67,500	\$0	2	
E	Epilepsy Foundation Texas <i>(Health and Fitness)</i>	\$250,000	\$390,600	2	
F	Region 17 Education Service Center <i>(Families in Schools)</i>	\$300,000	\$1,687,806	2	

**KEY**

	Extensive Risk Management (all levels of control plus audit)
	Considerable Risk Management (most levels of control plus independent review by CPA)
	Moderate Risk (operating & monitoring controls & agreed upon procedures engagement by CPA)
	Monitor or Accept (basic monitoring only)

**RISK ASSESSMENT OF TCDD PROJECTS – QUARTERLY UPDATE**

Grantee		TCDD Fund Amt.	Other Federal Fund Amt.	Date of Last Onsite	Next Onsite Due By	Risk Activity	Risk Code
<b>Extensive Risk</b>							
1.	Region 17 ESC (FIS)	\$300,000	\$1,687,806	10/2/14	2015	2	
2.	Epilepsy Foundation of Texas (Health & Fitness)	\$250,000	\$390,600	10/28/14	2015	2	
3.	Texas State Independent Living Council (Health & Fitness)	\$238,000	\$395,083	1/7/15	2016	2	
4.	DARS (Higher Education)	\$225,000	\$488 mil	7/18/14	2015	2	
5.	Educational Programs Inspiring Communities, Inc. (Enabling Technology)	\$225,000	\$200,000	8/27/14	2015	2	
6.	Texas A&M University (Higher Education)	\$225,000	\$244 mil	7/10/2014	2015	2,3	
7.	Texas Tech University (Higher Education)	\$225,000	\$35mil	10/1/2014	2015	2,3	
8.	Strategic Education Solutions, LLC (Enabling Technology)	\$224,925	\$ 0	12/19/14	2015	2	
<b>Considerable Risk</b>							
9.	Any Baby Can (Health & Fitness)	\$174,887	\$ 0	12/10/14	2016	2	
10.	Texas Tech University (Project SEARCH)	\$174,716	\$35 mil	10/1/2014	2016	2,3	
11.	Volar Center for Independent Living (BC3)	\$150,000	\$202,283	3/8/2013	2015	1,2	
12.	Sabine Valley Regional MHMR Center (dba Community Healthcore) (BC3)	\$139,440	\$4 mil	4/17/2013	2015	2, 3	
13.	Imagine Enterprises (Project SPEAK)	\$125,000	\$725,000	7/9/2013	2016	2	
14.	VSA Arts of Texas- (Self-Advocates as Speakers)	\$125,000	\$10,000	8/14/2013	2015	2	
15.	SafePlace (Meaningful Relationships)	\$115,029	\$2,340,306	9/26/2013	2015	2	
16.	A Circle of Ten, Inc. (BC3)	\$100,000	\$25,000	3/8/2013	2015	2,8*	
	Texas Advocates (Self-Advocates Grassroots Community Organizing)	\$100,000	\$75,000	TBS 2015	2017	2	
<b>Moderate Risk</b>							
17.	Jewish Family Services of Dallas (Inclusive Faith-Based Symposium)	\$75,000	\$20,000	8/26/2014	NA	2	
18.	Texas Advocates-Project SAVE (LDATP)	\$75,000	\$ 0	3/21/2012	2015	2	
19.	Texas A&M University (LDATP)	\$75,000	\$244 mil	7/20/2012	2015	2,3	
20.	The Arc of Texas (Project MOVE)	\$75,000	\$0	3/21/2012	2015	2	
21.	Coalition of Texans with Disabilities (Developmental Disabilities Policy Fellows)	\$67,500	0	1/27/15	2018	2	
22.	The Arc of Texas (Developmental Disabilities Policy Fellows)	\$67,500	\$75,000	TBS 2015	2018	2, 5	

**Monitor or Accept**

23.	Texas Parent to Parent (Public Policy Collaboration Activities)	\$50,800	\$97,500	7/2/2013	NA	2	
24.	Helpful Interventions, Inc (Gulf Coast African American Family Support Conference)	\$50,000	\$0	3/11/2014	NA	2	
<b>NA</b>							
25.	Circle of Ten (Contract-Building Capacity for LDATP)	\$25,000	\$75,000	NA	NA	NA	NA
26.	Nuevos Horizontes de Starr County ( O & D)	\$9,955	\$0	NA	NA	NA	NA
27.	Growing Roots (O & D)	\$9,110	\$0	NA	NA	NA	NA
28.	Special Kids, Inc. (O&D)	\$10,000	\$0	NA	NA	NA	NA

Highlighted grantees indicate additional monitoring strategies this quarter.

**\*Increased risk due to the number of sub-awards and no previous audit.**

**KEY**

	Extensive Risk Management (all levels of control plus audit)
	Considerable Risk Management (most levels of control plus independent review by CPA)
	Moderate Risk (operating & monitoring controls & agreed upon procedures engagement by CPA)
	Monitor or Accept (basic monitoring only)

**RISK ACTIVITIES****1 – New Grantee****3 – Funding Issues****5 – Performance Issues****7 – Fiscal Office Out of State****2 – Awards within Award****4 – Compliance Issues****6 – Legal Actions****8 – No Prior Audit**

**TCDD RISK MATRIX  
FY 2013**

<i>Award Amounts</i> →	- \$75,999.	\$76,000. – \$199,999.	\$200,000.- \$499,999.	\$500,000. +
<b>Risk Activities</b> ↓				
<b>1. New Grantee</b> (i.e., no previous project or no project within 2 year period)	LH	MH	HH	HH
<b>2. Awards within Award</b> (e.g., consultants, presenters, sub-contractors, etc.)	LH	MH	HH	HH
<b>3. Funding Issues</b> (e.g., budget/procurement concerns, match, sustainability, etc.)	LM	LM	MM	HM
<b>4. Compliance Issues</b> (e.g., OMB, UGMS, TCDD policy, oversight issues, etc.)	LM	LM	MM	HM
<b>5. Performance Issues</b> (e.g., unmet goals, milestones, special conditions, etc.)	LM	LM	MM	HM
<b>6. Legal Actions</b>	LL	LL	ML	HL
<b>7. Fiscal Office Located Out-Of-State</b>	LL	LL	ML	HL
<b>8. No Audit Prior To Grant Award</b>	LL	LL	ML	HL

KEY: 1<sup>st</sup> letter denotes impact; 2<sup>nd</sup> letter denotes probability.

	HM, HH	Extensive Risk (all levels of control plus audit)
	MM, MH, HL	Considerable Risk (most levels of control plus independent review by CPA)
	LH, ML	Moderate Risk (operating/monitoring controls + agreed upon procedures by CPA)
	LL, LM	Acceptable Risk (basic monitoring only)

*Use for Risk Management Plan:*

	Audit work performed and the Executive Director performs oversight via quarterly report* provided to ensure supervisory and operating controls are working.
	Department heads reporting to Executive Director perform oversight functions to ensure supervisory and operating controls are working.
	Department staff perform oversight functions to ensure supervisory and operating controls are working.
	Department staff perform basic oversight functions to ensure controls are in place.

*Use for Annual Audit or Review Determination:*

	Red indicates areas to be audited or reviewed by independent CPA.
	Yellow indicates areas to be covered through oversight, supervisory and operating controls with guidance from the contracted internal audit services provider.
	Green indicates areas to be covered through staff oversight with guidance from the contracted internal audit services provider as needed.
	Gray indicates areas to be covered through basic staff oversight and reporting.

**Grants Monitoring Exceptions Report provided to E.D. and Council quarterly for review.**

**No risk activities means monitoring strategies will be performed at the lowest level under the award amount.**

**NOTE: Risk Matrix reviewed annually with TCDD staff and Internal Auditor; updated when needed.**

**MONITORING STRATEGIES  
FY 2015**

**STIPENDS (\$6,000. Or less):**

Website instructions	Special Conditions (GMD letter)
Technical support (Budget Support Specialist)	Review FROE & other reports submitted

**Mini-Grants (\$10,000. Or less):**

Orientation	Program Performance Review = Six Months
Technical support (Senior Specialist)	Final Program Performance Report
RAR & Supplemental Report	Approvals (e.g., dissemination, etc.)
RAR Documentation Review = Six Month	

**Level 1 - GRAY**

Orientation	Approvals (e.g., equipment, travel, speakers, etc.)
Onsite Review = Initial	Project Advisory Committee Meetings
Program Performance Review = Annual	Final Program Performance Report
RAR Documentation Review	Other as determined necessary (e.g., audit desk review)

**Level 2 - GREEN**

Orientation	Project Advisory Committee Meetings
Onsite Review = Initial & 3 <sup>rd</sup> year	Final Program Performance Report
Program Performance Review = Quarterly	Agreed upon Procedures Engagements CPA
RAR Documentation Review	Other as determined necessary (e.g., audit desk review)
Approvals (e.g., equipment, travel, speakers, etc.)	

**Level 3 - YELLOW**

Orientation	Project Advisory Committee Meetings
Onsite Review = Initial & 3 <sup>rd</sup> & 5 <sup>th</sup> years	Final Program Performance Report
Program Performance Review = Quarterly	Independent Review by CPA = Annual (A-133 Audit at \$500k or more)
RAR Documentation Review	Project Staff Meeting (1X per annum)
Approvals (e.g., equipment, travel, speakers, etc.)	Other as determined necessary (e.g., audit desk review)

**Level 4 - RED**

Orientation	Final Program Performance Report
Onsite Review = Initial & Annual	A-133 Audit = Annual (Independent under \$500k)
Program Performance Review = Quarterly	Audit Desk Review = Annual
RAR Documentation Review	Project Staff Meeting (2X per annum)
Approvals (e.g., equipment, travel, speakers, etc.)	Interim Program Performance Report
Project Advisory Committee Meetings	

**ADDITIONAL MONITORING STRATEGIES FOR GRANT PROJECTS**

**To be selected and implemented on an as needed basis.**

- Re-orient
- Add milestones or special conditions
- Move up to the next level of monitoring (see above tables)
- Payment holds (reimbursement only no advance or no reimbursement & no advance)
- Require additional onsite reviews

**TCDD Leadership and Advocacy Project Highlights  
May 2015**

**Grantee: Arc of Texas  
Project MOVE**

Project Title: Project MOVE

Year: 3 of 3

Project Location: Austin, San Antonio, Rio Grande Valley and Amarillo

TCDD Budgeted: \$75,000

**RFP Intent:** The intent of the new Leadership Development and Advocacy Skills Training Projects is to create programs that provide leadership development and advocacy skills training for people with developmental disabilities, their families, and their allies.

**Accomplishments:** The Arc of Texas partnered with local Arc chapters, Texas Advocates chapters, local Easter Seals, local Down Syndrome Associations and other relevant organizations in each target area to implement Project MOVE.

- By the end of Year 2, recruitment and training took place in 8 communities for 234 individuals
- Staff from Senator Van De Putte's and Senator Campbell's office met with San Antonio participants
- The grantee is collaborating with another TCDD project, Project SPEAK

**Grantee: Texas Advocates  
Project SAVE**

Project Title: Project SAVE

Year: 3 of 3

Project Location: Travis, Williamson, Bexar, Cameron, Fort Bend,  
Lubbock, El Paso, Denton

TCDD Budgeted: \$75,000

**RFP Intent:** The intent of the new Leadership Development and Advocacy Skills Training Projects is to create programs that provide leadership development and advocacy skills training for people with developmental disabilities, their families, and their allies.

**Accomplishments:** Texas Advocates trained and supported State Supported Living Centers (SSLC) residents and community organizations so that Self Advocate Voices are Engaged to create change for themselves and their community. Self-advocates learn to speak up for themselves on real life issues such as transition and employment.

- A total of 3 trainings were held in Austin, *Assertive & Relationships* and *Community Life* as well as two community events for a total of 77 participants
- A voting community event was held in Lubbock for 69 participants
- Trainings in Lubbock included: *Goals & Dreams, Jobs, Assertive & Relationships, My Health, and Legislative Advocacy*

**Grantee: Texas Statewide Independent Living Council  
Independent Living Conference**

Project Title: Independent Living Conference  
Project Location: Statewide

Year: 3 of 3  
TCDD Budgeted: \$75,000

**RFP Intent:** The intent of the new Leadership Development and Advocacy Skills Training Projects is to create programs that provide leadership development and advocacy skills training for people with developmental disabilities, their families, and their allies.

**Accomplishments:** The project provides a statewide independent living conference targeting consumers, family members, service providers, rehabilitation counselors and other stakeholders

- The project provided accessibility accommodations to assist 60 individuals with disabilities at the conference
- TCDD funds allows the offering of stipends to at least 48 people with developmental disabilities to attend the conference, cover the expenses for a full-time employee to coordinate activities and to network with the community
- Conference attendees receive 2 full days of sessions with at least 30 exhibitors, including community partners.

**Grantee: The Arc of Dallas  
Grassroots Advocacy Information Network (GAIN)**

Project Title: GAIN  
Project Location: Dallas, Collin, and Rockwall Counties

Year: 3 of 3  
TCDD Budgeted: \$75,000

**RFP Intent:** The intent of the new Leadership Development and Advocacy Skills Training Projects is to create programs that provide leadership development and advocacy skills training for people with developmental disabilities, their families, and their allies.

**Accomplishments:**

- Two leadership and advocacy trainings (iLead 1 and iLead 2; 12 weeks each) have been developed
- Graduates of iLead 1 were given the option to receive additional training in iLead 2
- iLead instruction expanded outside of the Arc into school districts and agencies that provide services and supports to people with disabilities
- Eight school districts, one private school, and six adult agencies are currently teaching iLead 1 and iLead 2
- Over 338 people have been trained in leadership, self-advocacy and self-determination
- Many participants have joined Advocate Leaders of Dallas (ALOD) after graduation

**Grantee: Texas A&M University**

**Leadership, Empowerment, Action, Determination (LEAD)**

Project Title: Project LEAD

Year: 3 of 3

Project Location: Brazos County

TCDD Budgeted: \$75,000

**RFP Intent:** The intent of the new Leadership Development and Advocacy Skills Training Projects RFP is to create programs that provide leadership development and advocacy skills training for people with developmental disabilities, their families, and their allies.

**Accomplishments:**

- The project adjusted 1-2-3 Break self-determination curriculum to include disability advocacy history and philosophy, accessing services and information on local support networks to use for classroom training.
- Over 300 students have participated in the training.
- The project has provided training to students Bryan/College Station areas using classroom training and completion of a community or school leadership project.
- The project has provided mentors and advisors to help each student with their community or school leadership project.
- The project has provided parent seminars on topics such as College and the Student with Disabilities, Healthcare for Adolescents and Young Adults, Employment for Individuals with Disabilities, to name a few.