

Consideration of Appeal

Tab 4

Background:

At the August 2011 meeting, the Executive Committee voted to not approve a continuation grant award to Parents Anonymous for the second year of funding for the Gulf Coast African American Family Support Conference project. Parents Anonymous has appealed that funding decision. The Executive Committee will review the appeal during this Committee meeting. Per TCDD Policies, the decision of the Executive Committee is final.

Material regarding this appeal was previously e-mailed to Committee members on September 15, 2011, and is included behind this tab.

Executive Committee

Agenda Item 7.

Expected Action:

The Executive Committee will review the information provided and consider the request for appeal from Parents Anonymous.

Council

Agenda Item 15. B.

Expected Action:

The Council will receive a report on decision of the Executive Committee.



TEXAS COUNCIL *for*
DEVELOPMENTAL
DISABILITIES

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Brenda Coleman-Beattie, Chair
John Morris, Vice Chair
Roger A. Webb, Executive Director

August 11, 2011

Ms. Lisa Pion-Berlin
Parents Anonymous
675 W. Foothill Blvd., Suite 220
Claremont, CA 91711

RE: Parents Anonymous Gulf Coast of Texas Central Texas African American Family Support Conference Grant

Dear Ms. Pion-Berlin:

The review process for your request for continuation funding to Parents Anonymous for year two of the Gulf Coast African American Family Support Conference project has now been completed. After careful consideration of your continuation material, the Council voted to not continue funding Parents Anonymous (PA) for this project. As you are aware, this project replicates a conference modeled after the Central Texas African American Family Support Conference. Although it was not a criterion for selection, as a result of our experience with PA during the time period to establish the Gulf Coast conference, TCDD believes it is crucial to the long term viability and success of this effort to have an organization with a presence within the geographic region. We believe this is essential for the conference to effectively build capacity and sustainability. In this case, TCDD believes that having project staff out-of-state significantly limited effective coordination with the network of partner organizations in the greater Houston/Harris County area. Further, we do not believe that the Parents Anonymous maximized opportunities that were available to secure funds generated by grant-supported activities to expand the project. Additionally, involvement of TCDD staff in providing guidance and oversight to this project has been extensive, often requiring corrective guidance multiple times on various matters. This level of involvement is not characteristic of our grants management involvement on other TCDD grant projects.

We would like to express our appreciation on behalf of the Texas Council for Developmental Disabilities for the interest of Parents Anonymous in providing services and supports for people with developmental disabilities. TCDD Grants staff will be in contact with Parents Anonymous project staff soon to discuss final closeout of the current budget period and project. Please note the attached appeal procedures in the event you choose to appeal this decision.

Sincerely,

A handwritten signature in black ink that reads "Roger A. Webb". The signature is written in a cursive, flowing style.

Roger A. Webb
Executive Director

Enclosure

Copy: Via Email

TEXAS COUNCIL FOR DEVELOPMENTAL DISABILITIES

Appeal of Funding Decisions

When an applicant or grantee requests a review under the grants appeal process,

- no grant closeout action will be taken during the review until a final determination is made, but
- filing the appeal does not affect TCDD's authority to suspend the grant during the proceedings

TCDD must resolve, with fairness and promptness, appeals from:

- applicants who did not receive funding,
- grantees whose grants have not been awarded continuation funding, or
- grantees whose grant funding has been suspended or terminated prior to the end of the funding period.

The appellant shall file an appeal in writing addressed to the Executive Director of TCDD. The written appeal must be postmarked:

- within 10 workdays of the date of the written notice of suspension, or
- within 15 workdays of the date of written notice of denial or termination.

The written appeal must include all relevant facts and information that the appellant wishes to have considered as well as the proposed remedy being sought.

The Executive Director will

- acknowledge receipt of the letter,
- investigate, compile, and study all relevant information, and
- within 30 workdays of the receipt of the applicant's letter submit a written report to the TCDD Executive Committee including recommended action.

The TCDD Executive Committee may approve the recommendations, make such modifications as deemed appropriate, order further investigation, or take other appropriate action. The decision of the Executive Committee is final.

TCDD will notify the appellant in writing of the final decision

Source: Texas Council for Developmental Disabilities Policies Section X, Subsection M.

RECEIVED AUG 25 2011



Strengthening Families
Around the World

FOUNDED IN 1969

August 23, 2011

Roger A. Webb
Executive Director
Texas Council for Developmental Disabilities
6201 E. Oltorf, Suite 600
Austin, Texas 78741-7509

Dear Mr. Webb,

This letter serves as our formal appeal of the recent TCDD decision to not continue funding the Gulf Coast of Texas African American Family Support Conference. We are respectfully requesting that this decision be reconsidered based on the tremendous success of the first annual conference Parents Anonymous[®] Inc. organized and held on August 4, 2011. Members of the Project Advisory Committee and Ad Hoc Subcommittee as well as conference participants and exhibitors expressed overwhelming positive feedback to us. We are pleased to share the following accomplishments and lessons learned over the past year for TCDD consideration in this appeal to reinstate funding for Parents Anonymous[®] Inc. to conduct this conference again:

- The Gulf Coast of Texas African American Family Support Conference brought together over 150 individuals, organizations, and policymakers and garnered proclamations from the City of Houston Mayor's Office and City Council. Project staff worked diligently via face-to-face meetings, countless telephone calls, and emails to successfully connect with co-sponsors and other stakeholders. These entities included the office of State Representative Garnett F. Coleman, MHMRA of Harris County, Child Protective Services, Probation, the Houston Independent School District, primary health and dental care providers, Texas state offices of health and disproportionality, area faith-based churches, family members, self-advocates and other organizations that serve populations living with disabilities (i.e., The ARC of Greater Houston and Houston NAMI). We also partnered with an historic black college--Texas Southern University - as well as entities that serve African American populations such as the Urban League and several small non-profit organizations. As a result of these interactions, a critical gap was closed in relation to addressing disparities for some of Texas' more vulnerable African American and rural groups. This conference served as a major catalyst in establishing a strong foundation for ongoing community collaborations

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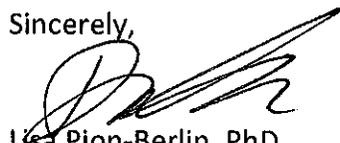
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- with the African American and rural communities. This was a major accomplishment of the grant.
- Perhaps the most important outcome of this conference is the difference it has made in the lives of individuals living with disabilities and their family members. Workshop presenters were asked to do more than just share information with attendees; they were required to provide concrete information on available tools and resources for participants. New connections and collaborations were forged. For example, following the conference, one of the workshop presenters was asked to meet with a group of teachers to share strategies for positive behavior interventions to improve learning. Also, free dental examinations were offered to self-advocates, their family members and children.
- Co-sponsors and volunteers eagerly provided in-kind contributions, time and resources in the planning and implementation of this important conference (over \$9000). We strongly believe that the continuation of this conference lies in the commitment and dedication of the Houston/Harris County community to provide resources. Members of the Project Advisory Committee (PAC) and Ad Hoc Subcommittee were crucial in identifying these in-kind contributions and resources. Any future conferences should broaden these relationships as well as set in motion the plan to identify those interested in supporting this critical initiative. Direct funding is essential and the PAC and Ad Hoc Subcommittee have identified potential future funding through private foundations (i.e., Brown, Houston Endowment and Hogg Foundations), public entities (i.e. MHMRA of Harris County) and federal grant opportunities. Together, both in-kind resources and direct funding can make this conference a reality in future years to come.
- Based on our experience, future conferences should consider the valuable lessons learned by ATCIC but should also incorporate the unique strengths and needs of the targeted communities. This conference was a success because it was based on the ATCIC conference model but we also adapted it to fit the Houston/Harris County area. The enthusiasm generated by this conference has ensured that “champions” have been identified and that this effort has sustainability and longevity. The members of the PAC and Ad Hoc Subcommittee are committed to continuing this effort in partnership with the grantee.

We want to thank TCDD for their support in this project and consideration regarding this matter. Please contact me at 909-621-6184 x207 or via e-mail at lpion-berlin@parentsanonymous.org or Sandra Williams, Project Director, at 909 621-6184 x216 or via e-mail at swilliams@parentsanonymous.org of your decision to reinstate the conference funding. We look forward to your reply in the near future.

Sincerely,



Lisa Pion-Berlin, PhD

President and Chief Executive Officer



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Brenda Coleman-Beattie, Chair
John Morris, Vice Chair
Roger A. Webb, Executive Director

August 26, 2011

Lisa Pion-Berlin, PhD
President and Chief Executive Officer
Parents Anonymous, Inc.
675 West Foothill Blvd.
Claremont, California 91711-3475

Re: Gulf Coast of Texas African American Family Support Conference

Dear Ms. Pion-Berlin:

Please accept this notice as written receipt of your letter dated August 25, 2011 appealing a TCDD decision not to fund your proposal for the Gulf Coast of Texas African American Family Support Conference project. TCDD staff will review this appeal with the Council's Executive Committee who will make the final decision. At that time, TCDD staff will contact you regarding the outcome of that review.

Thank You,

A handwritten signature in black ink that reads "Roger A. Webb".

Roger A. Webb
Executive Director

RAW/sah



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Brenda Coleman-Beattie, Chair
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Roger A. Webb, Executive Director

Memo

To: TCDD Executive Committee
From: Roger Webb, Executive Director
Subject: Review of Appeal: Parents Anonymous
Date: September 12, 2011

Parents Anonymous, Inc., submitted an appeal to TCDD received August 25, 2011, of the Executive Committee's decision to not approve continuation funding for year two of the *Gulf Coast of Texas African American Family Support Conference* project. The appeal was received within the timeline required by the TCDD Policy regarding Appeal of Funding Decision. The appeal and the TCDD Policy regarding Appeal of Funding Decisions are attached.

During the Executive Committee August 4, 2011, the Committee reviewed continuation materials for this project and approved a motion to not continue funding to Parents Anonymous, Inc., for the second year of a three year project. TCDD provided notice of this decision to Parents Anonymous August 10, 2011, (attached) indicating that:

- TCDD believes it is crucial that the project establish a presence within the service area to effectively build capacity,
- Out-of-state project (staff) prohibits effective coordination with the Houston network in terms of sustainability,
- The project did not maximize opportunities to secure funds generated by grant-supported activities to expand the project; and
- TCDDs staff oversight of the project has been extensive.

The written appeal from Parents Anonymous, Inc., provides information about the overall accomplishments and lessons learned over the past year of the project. The appeal does not specifically address the concerns noted by TCDD, does not provide any additional information in response to those concerns, and does not suggest TCDD procedures were not followed on this matter.

The purpose of the Council's process to appeal a funding decision is to ensure that current procedures were followed and that the information provided in the continuation material was reviewed fairly and objectively. Based on our review of this matter, we do not see any reason to reconsider the decision to not approve funding to Parents Anonymous, Inc., for continuation of this project. We recommend affirming the Committee's original decision.

Attachments:

- TCDD Policy – Appeal of Funding Decision
- Notice of Denial of Continuation Funding – Parents Anonymous, 08-10-11
- Written Appeal from Parents Anonymous, Inc., 08-23-11

Texas Council for Developmental Disabilities

Council Policies

SECTION X. TCDD GRANTS PROJECTS

H. Continuation Funding

1. Projects may be eligible for continuation funding as specified in the original request for proposals. Continuation funding will not be automatic. Consideration for continuation funding will include a review of the project's accomplishments, progress toward stated goals and objectives, financial management of grant funds, compliance with reporting requirements, review of the most recent project audit, review of findings from TCDD onsite reviews, and development of alternative funding. The grantee shall submit a proposal for continuation funding as requested by TCDD staff.
2. The Executive Committee may approve continuation grants after a review in accordance with the provisions of these policies. A summary of past accomplishments and future activities of each project awarded continuation funding shall be provided to the Council.

I. Appeal of Funding Decisions

1. Appeals may be submitted from applicants for grants who did not receive funding or from grantees whose grants have not been awarded continuation funding. The person or entity appealing shall be known as the appellant.
2. Appeals of funding decisions shall be received, processed, and resolved with fairness and promptness.
3. The appellant shall file an appeal in writing addressed to the Executive Director. The written appeal must be postmarked within 10 workdays of the date of the written notice of suspension or within 15 workdays of the date of written notice of denial or of continuation funding. The written appeal shall include all relevant facts and information that the appellant wishes to have considered as well as the proposed remedy being sought. The Executive Director will acknowledge receipt of the letter with a copy to the Executive Committee.
4. The Executive Director will investigate, compile, and study all relevant information about the appeal and, within 30 workdays of the receipt of the appellant's letter and submit a written report to the Executive Committee. The report will contain recommended action and the evidence supporting the recommended action.
5. The Executive Committee may approve the recommendations of the executive director, make such modifications as deemed appropriate, order further investigation, or take other appropriate action.
6. The decision of the Executive Committee is final.
7. Council staff shall notify the appellant of the final determination of the appeal.