

Conference Minutes

**New Capital Grant Awardees November 16, 2011 @ 1 p.m. Eastern
1-800-767-1750 Access code: 58099**

I. Announcements

- A. Project Development Quarterly Reports are due January 6, 2012.
- B. December monthly call is cancelled.
- C. Capital Grants awarded in 2010 that have not established site control will need to submit a letter to the GPD Program office requesting an extension. Please include circumstance as to why site control has not been established and action plan.
- D. As of October 1, 2011, all operational GPD providers will submit monthly per diem invoices through the Vendor Inquiry System (VIS). There are 2 websites you can visit for additional information:
<http://www.va.gov/HOMELESS/VIS.asp> and <https://www.vis.fsc.va.gov>

II. Reminders

- A. GPD New Capital Grant Awardees Call is the third Wednesday of every month at 1 pm Eastern. Call in number is 1-800-767-1750; access code 58099.
- B. Agenda items for future calls may be sent to Susan.Langer@va.gov and Michelle.Lewis1@va.gov
- C. Notify the GPD Program Office in writing when projects are within 90 days of completion to request that a GPD liaison be officially assigned to the project. Your liaison will facilitate the initial inspection by the local VA medical center.
- D. Complete the Per Diem Request Form located on the GPD Provider website and send to the GPD Program office.
- E. All correspondence, forms, and emails should contain your project number and the official name of your agency/organization.

Here is a list of web pages that you may find helpful:

GPD Website: <http://www.va.gov/HOMELESS/GPD.asp>

GPD Provider Site: http://www.va.gov/HOMELESS/GPD_ProviderWebsite.asp

Our next conference call will be January 18, 2012 @ 1pm Eastern.