

## **Conference Minutes**

**New Capital Grant Awardee Call for November 18, 2009 @ 1:00 P.M. Eastern**

**1-80-767-1750 #58099**

### **1) Welcome and Introduction**

2009 Capital Grant Awardees

### **2) Announcements**

- a) Dennis Hancher, VA Architect, will be on the call December 16, 2009 to discuss process for Facility Management (FM) approval.

### **3) Reminders**

- a) Monthly conference call for New Capital Grant Awardees is 3<sup>rd</sup> Wednesday of month at 1:00 P.M.
- b) New Capital Grant Awardees should frequently visit the GPD Providers webpage for important GPD Program updates, grant development information and resources, conference call minutes, and training material.
- c) Grant recipients should notify the GPD Program Office when planning to change what was stated in the original grant application.
- d) Project Development Quarterly Reports are due the first of January, April, July, and October. The next report is due January 4, 2010. A template of the Quarterly Report can be located on the GPD Providers webpage.
- e) GPD Program recommends grant recipients contact their local VA medical center to request a safety review of project site.
- f) Please notify the GPD Program Office in writing when projects are 90 days to completion. In your letter, you will need to request a local VA medical center GPD Liaison be appointed to project and that a per diem rate be established. Please refer to the GPD Providers webpage for additional instructions.
- g) Agenda items should be sent to Mike Lamb at [mike.lamb@va.gov](mailto:mike.lamb@va.gov) or Susan Langer at [susan.langer@va.gov](mailto:susan.langer@va.gov).

### **4) Agenda items/questions**

- a) Roger Casey, Director, GPD Program introduced staff and provided an overview of program mission and operations. Roger also discussed other VA initiatives for homeless veterans, in particular the 5 year plan to end homelessness among veterans.
- b) An overview was provided on the role of the Project Development Specialists who provide direction and counsel to Capital Grant Awardees to facilitate project development and program implementation.
- c) The monthly conference call for New Awardees and providers with non-operational projects is a practical and informative way to assist providers on project completion. On future calls, participants will hear from guest speakers to include staff from the GPD Program Office, GPD Liaisons from local VA medical centers, and other VA staff.
- d) In the near future, the 2009 Capital Grant Awardees will have an opportunity to attend a training conference to be held in Tampa, Florida; conference date to be

announced. The training is designed to provide a uniform way to assist New Awardees in developing VA Capital grant projects.

**5) Items from the Field**

- a) Several providers made comments and inquiries on establishing a per diem rate, project inspections, GPD Liaison assignment, and establishing site control.

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

**GPD Website: <http://www1.va.gov/homeless/page.cfm?pg=3>**

**GPD Regulations: [http://www1.va.gov/homeless/docs/GPD\\_Regs\\_38\\_CFR\\_Part\\_61.pdf](http://www1.va.gov/homeless/docs/GPD_Regs_38_CFR_Part_61.pdf)**

**GPD Provider Site: <http://www1.va.gov/homeless/page.cfm?pg=35>**

**Federal Register Site: <http://www.gpoaccess.gov/fr/browse.html>**

**Our next conference call will be December 16, 2009 @ 1pm 1-800-767-1750 #58099**