

## **Conference Minutes**

**New Capital Grant Awardees Call for December 16, 2009 @ 1 p.m.**

**Eastern**

**1-800-767-1750 # 58099**

### **I. Announcements**

#### **A. 2009 Capital Grant Awardees Training Conference**

1. Scheduled for February 8 and 9, 2010 at the Embassy Suites Westshore, Tampa, Florida.
2. GPD Program Office has sent a letter with information on registering for the training.

#### **B. Reminders:**

1. GPD New Capital Grant Awardees Call 3<sup>rd</sup> Wednesday of the month at 1PM. 1800-767-1750 access code 58099
2. Agenda items for future calls should be sent to Susan Langer at [Susan.langer@va.gov](mailto:Susan.langer@va.gov) and Mike Lamb at [mike.lamb@va.gov](mailto:mike.lamb@va.gov)
3. Project Development Quarterly Reports are due January 4, 2010.

#### **C. Next month's conference call speaker will be Roger Casey, Director, GPD Program Office.**

1. Roger will be discussing what's new in Homeless Programs and Initiatives.

### **II. Agenda**

#### **A. Dennis Hancher, Architect, VA Office of Construction and Facilities Management, provided an overview of the Facility Management (FM) approval process for new Capital grant awardees.**

1. Prior to beginning any new construction work and before VA funds can be disbursed, grant awardees must have project drawings reviewed for facility management compliance in four key areas: Fire/Safety, Accessibility, Environmental Compliance, and Historic Preservation.
2. In some cases, facility drawings are reviewed by the local VA medical center fire/safety officer who may conduct a survey of the facility prior to FM approval and GPD initial inspection.
3. When the FM review has been completed and project drawings are approved, Mr. Hancher forwards a letter to the GPD Program Office and the Capital grant awardee.

#### **B. Items from the field**

**Our next conference call will be January 20, 2010 @ 1pm 1-800-767-1750  
Access code: 58099**