



Business Managers Process Improvement Work Group
Meeting Notes – Annual Meeting - December 4, 2016

- Reconciling different requirements received from various federal agencies.
- With upcoming UCEDD application for the next 5 years, a number of UCEDD's pointed out at inconsistencies of HRSA and AIDD requirements as to how to fill out standardized federal grant application forms.
 - South Dakota UCEDD/LEND has difficulty to submit the LEND application recently because AIDD kept changing the requirements.
 - Jana from SD mentioned that there was a very useful webinar organized by Dept of Education. Something like this from DHHS would be very useful for all UCEDDS.
- Diversifying revenue streams
 - Some centers showed interest in learning how to diversify their revenue streams. Centers also wanted a copy of revenue stream diversification document created recently. This document is on URC and available from Anna Costalas.
 - Crowdfunding opportunities.
 - Business Managers also discussed crowdfunding opportunities and exchanged how things are done at their own centers and would like to discuss this topic going forward in 2017.
- Gift cards, petty cash, no cost extension and FSLA
- There are some centers that operate as hybrid centers, meaning they are both UCEDD and LEND. Some UCEDDs are interested in becoming LEND as well. So one topic to discuss might be how to become a center that operates like both UCEDD and LEND.
 - We have to make sure hybrid center business managers such as Detroit and South Dakota are present at the meeting to share their experience with those who want to become a hybrid center.