

# UCEDD Resource Center

A project of AUCD, in partnership with AIDD, to strengthen and support the network of UCEDDs

## **AUCD Business Managers Process Improvement Workgroup**

Wednesday, July 15, 2015, 2:00 pm – 3:00pm ET.

**Attendees:** Kara Enyeart, Ann Marie White, Michela Spitz, Jana Richardson, Elizabeth Elder, Tanisha Clarke and Anna Costalas

- **Welcome / Introductions** – This meeting was an opportunity for Business Managers across the network to meet and discuss their success and challenges of fiscal management of multiple grants and contracts in support of the UCEDD in a University Environment.
- The Wyoming Institute for Disabilities (WIND) is trying to develop a policy on stipends paid to family and professional partners that help with projects. Kara Enyeart from WIND has a few questions regarding the subject:
- Do you have a stipend policy for family and professional partners that help with projects? Specifically:
  - What is your policy, if you have one?
  - What are the amounts you offer and how are they determined?
  - Are the rates the same for families and professionals?
  - How are the stipends distributed? For example, do you pay half before the work begins and half when complete? The URL and call-in information for the virtual meeting is listed below.
- Ideas that came from the discussion
  - Several centers have moved away from giving stipends and are giving to gift cards instead
  - Stipends varies case by case
  - Some provide stipends to individuals and families who participate in focus groups
  - Some centers are in the process of developing a rate sheet to follow for stipends at their center and will share with the workgroup once it is completed.
  - Various centers are in the process of developing a policy at their center and will share with the workgroup once it is completed.
- **Next Meeting** – The 2015 AUCD Conference will be held on November 16-18, 2015 in Washington DC. We will be having our AUCD Business Managers

Process Improvement Workgroup Meeting during the conference on *Sunday, November 15, 2015 3:00 PM - 4:30 p.m.* The meeting will be facilitated by Anna Costalas from AUCD.