Changes in the 2013 Federal Review Process: A One-Hour Webinar
October 23, 2012
2 p.m. ET / 1 p.m. CT / Noon MT / 11 a.m. PT

Getting ready for the federal monitoring visit is always anxiety producing! For those who cannot wait for the next T/TAS “Preparing for an On-Site Federal Review” training event, this webinar will serve as an introduction to what the review process will look like for 2013.

The Head Start and/or Early Head Start program’s continued existence is predicated upon providing the review team with the necessary information in a timely manner.

This webinar will assist programs in putting their best foot forward during this stressful process.

Learning Outcomes

★ Participants will learn about what changes have been made from the 2012 process to the new 2013 review process.

★ Participants will hear about the typical timetable for review steps.

★ Participants will understand where the emphasis will be placed during this review cycle.

★ Participants will be able to download handouts dealing with changes, scheduling, and the 2013 review emphases.

Note: Participants will not receive copies of the 2013 review document or the T/TAS training guide during this webinar.

Training Technique

This training will be presented using Adobe Connect and requires that you have access to the Internet, computer speakers, and Adobe Flash Player Version 10.1 or greater to attend this web conference. The system supports nearly any operating system including, Windows, Macintosh, Linux, and Solaris, as well as the most widely used browsers including, Internet Explorer, Firefox, Safari, and Chrome.

The Standard Registration Fee is $100 per person. Members of T/TAS@Your Service may qualify for the Subscriber Rate of $80 per person. (Some restrictions may apply based on the level of your subscription; please visit www.ttas.org/ays.html for information on how to become a subscriber.) T/TAS will send a follow-up email to registered participants which will supply the URL link and login details for the webinar by 8:00 a.m. CDT on October 23, 2012.
Your Presenter

Christopher Watkins, Finance and Management Specialist, has consulted extensively with local programs and has developed and presented hundreds of management and financial workshops throughout the country. Chris' areas of specialty include turn-around strategies, program governance, strategic and short-term planning, and preparing for Federal reviews. He has a Certificate in Non-Profit Management from Duke University, an M.A. in Economics from American University, and a BA in government and an MBA from Western Kentucky University.

(T/TAS reserves the right to substitute presenters.)

Important Participation Information

★ Registration provides one log-in access to the online URL login per registered participant.

★ The morning of the webinar event, registrants will receive information via e-mail that will provide:
  • The URL login and password
  • A link to a Quick Start Guide with the basics for participating

★ Before logging into the webinar site, you should ensure that your computer has all the elements required to join the webinar. You may check this by going to http://admin.adobeconnect.com/common/help/en/support/meeting_test.htm. This site will scan your computer and provide guidance if your computer is not up to date.

★ Your workstation will need be equipped with computer speakers and have Adobe Flash installed.

Registering

Registration forms will not be processed unless accompanied by payment, credit card information, or Purchase Order. Registrations will be accepted until the course fills.

Registrations for this event must be received prior to October 19, 2012.

★ To Register On-Line: To register for any T/TAS event, visit our web site at www.ttas.org/calendar.html, locate the event you wish to register for, and then click on the Register button.

★ To Register By Mail: Complete and return the attached Registration Form with check, money order, or Purchase Order (made payable to T/TAS), or with Credit Card info (Visa, MasterCard, or Discover) to: T/TAS, 1906 College Heights Boulevard, #11031, Bowling Green, Kentucky 42101-1031.

★ To Register By Fax: Complete and fax the attached Registration Form with Purchase Order or Credit Card (Visa, MasterCard, or Discover) information to our office at 270-745-3340 or 270-745-2142.

Confirmation of Registration: Registrations will be confirmed by e-mail. If you do not receive a confirmation within two days of registering for the event, please contact Mike Hartz at 800-882-7482.

Cancellations/Substitutions Policy: To obtain a refund of registration fees, cancellations must be received in writing by October 22, 2012. Once the webinar begins, no refunds will be issued.
Event Registration Form

PLEASE COMPLETE ALL FIELDS AND PRINT NAME & POSITION of person attending exactly as it should appear on the name tag. Copy form as necessary for registering additional persons.

Name: ______________________________________  Position: ______________________________________________

E-Mail Address: _________________________________________________________________________________________

Agency/Program: _____________________________________________________________________________________

Address: _____________________________________________________________________________________________

City:________________________________________________________  State: __________  Zip: ____________________

Phone: ___________________________________________      Fax: _____________________________________________

Enrollment is Limited: Registrations for this event must be received prior to October 19, 2012.

Cancellations/Substitutions Policy: To obtain a refund of registration fees, cancellations must be received in writing by October 22, 2012. Once the course begins, no refunds will be issued.

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<thead>
<tr>
<th>EVENT</th>
<th>SELECT FEE(S)</th>
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<tr>
<td>Changes in the 2013 Federal Review Process:</td>
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<tr>
<td>A One-Hour Webinar</td>
<td>☐ Standard Registration: $100</td>
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<tr>
<td>October 23, 2012</td>
<td>☐ TTAS@Your Service Subscribers: $80*</td>
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* Subscribers, please include T/TAS@Your Service Enrollment No._______________. Some restrictions may apply; visit www.ttas.org/ays.html for information on becoming a subscriber.

CHECK METHOD OF PAYMENT (Forms will not be processed unless accompanied by payment):

☐ Check payable to T/TAS.

☐ Purchase Order No.______________ payable to T/TAS.

☐ Credit Card (Mastercard, Visa, Discover only): __ __ __ __ - __ __ __ __ - __ __ __ __ - __ __ __ __

  Expiration Date: _____________  Signature: _______________________________________

  Visa Card Users, please include 3-digit CV number from back of card: __ __ __

Return to:  T/TAS

  1906 College Heights Boulevard #11031
  Bowling Green, Kentucky 42101-1031
  Fax: 270-745-3340 or 270-745-2142
  Call 800-882-7482 for more information

ACCESSIBILITY NEEDS:

Do you have any disability that requires special materials or services?

Do you have a special dietary need?