



# GOAP Regional Workshops

## 2015 Morning Session Outline

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**Audience:** administrators, extension, county council members

**Timeframe:** 9 – 11:30 a.m. Morning Session

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### **A. Introduction**

1. Welcome
2. GOAP Video

### **B. Other Programs & Initiatives**

1. KAFC
2. Energy
3. KADF Projects
4. Governor's Garden

### **C. Public Relations (PR)**

1. KADF Logo Usage
2. Success Stories
3. KBA PEP Advertisements
4. Press Releases

### **D. Roles**

1. Extension Agent
2. Council vs. Administrator Responsibilities
3. Council Administrative Funds vs. CAIP Administrative Funds

### **E. County Programs**

1. DAR; Shared-Use (include any 2015 changes)
2. CAIP
  - i. Investment Area Listing
  - ii. 2015 Guideline Changes
  - iii. Highlighted Topics (not related to changes)

### **F. Application Process Timeline**

1. DAR/Shared-Use Application Submission; Post-Approval
2. CAIP New Program Application – application submission; post-approval
3. CAIP Amendment – application submission; post-approval
4. CAIP Administration Timeline – advertising, signup period, deadlines, etc.
5. Scoring Process – who scores, applicant correspondence, pro-rating
6. Disbursement of Funds by Administrator – requirements, producer reports

## **G. Compliance & Reporting**

1. Reporting Process – CAIP, Shared-Use, DAR
2. Reporting Form Refresher
3. Website Resources
4. Open Records
  - i. Response Requirements
  - ii. What constitutes an open record?
  - iii. Resources
5. Open Meetings (admin vs. council)
  - i. What meetings are open to the public?
  - ii. Notifications for public meetings

## **H. Wrap Up**

1. Sign-Up for Afternoon Consultation
  2. Lunch Logistics
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