Kick Off Session 3 Transcript

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SUMMARY KEYWORDS

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00:00

So, good afternoon, everybody. Welcome to the final day of our project kickoff meeting. I'm glad everybody could be with us. I see that the numbers today are much smaller than they have been for the past couple of days. That's not surprising. But we have some really important things to go over today. But, again, before we start, let's just all go through and say hi, and, again, introduce ourselves and let everybody know where you're from. And I'll start Charlie Dixon, with the community transportation Association. And we will go to my left, and I'll ask Kirby to say hi. Hi, there. This is Kirby Wilhelm, also with the community transportation Association of America. Okay, continuing to my left. Joseph, Joseph, john.

01:06

Hey, I'm Josephine with the wider Regional Commission.

01:10

Hi, thanks for being here. And then Victoria. Right.

01:17

Hi, good afternoon. This is Victoria. Right from Administration for Community Living.

01:22

Great. Thank you. And Brittany Mitchell.

01:26

Hi, everyone is to Brittany Mitchell from the Institute for Community Inclusion.

01:32

Hi, Kevin parks.

01:35

Oh, good afternoon, everybody. Sorry, I'm here twice, but I've got two different devices doing two different things for my participation.

01:44

And then Okay, you're you're welcome both times.

01:48

And I'm in Flagstaff stuff.

01:51

Great. With the mall.

01:54

I Lizzie mall with the Seattle Department of Transportation.

01:57

Welcome, Brian Holland.

Hello again. It's Brian shared use MOBILITY Center. More on the Atlanta Regional Commission team. Great. Randy Biles.

02:16

Hi, Randy Biles, Operations Manager with the mountain line in Flagstaff, Arizona. Great. Thank you.

02:23

Mike, Ramona and Ramon and micro mine here with the

02:27

King County Metro sporting Seattle project.

02:32

And Jamie Mark Martinez.

02:42

He well, Jamie is with the Flagstaff project. Not sure if he's okay. I see he's trying to click to connect to audio.

02:54

So we'll we'll go on and let's see Sean Greg.

02:59

I am the paratransit coordinator here not mine in Flagstaff.

03:06

I like your background.

03:09

Michelle Eisenberg.

03:12

Yes, I'm Michelle Eisenberg. And I'm the mom actually with the whole Johnny foundation. So I'm representing those with disabilities that would like to be involved in the mobility on

03:22

demand.

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Stella Hollander.

03:29

Everyone, Estella Hollander, mobility planner with mountain line in Flagstaff

03:37

counterpart Parker.

03:42

Hi, everyone. I'm Kiana Parker. I am with the Seattle Department of Transportation.

03:49

Right welcome. And I see our partners are on the phone of Virginia dies

03:56

Hi everybody. Virginia dies with en for a the National Association of Area Agencies on Aging and na DTC the national aging and disability transportation zone.

04:10

And David Hoff

04:12

I David Hoff with the Institute for Community Inclusion at University of Massachusetts Boston, I'm a colleague of Brittany's.

04:19

Okay, Jackie Perkins.

04:28

I am Jackie Perkins. I'm with the his God foundation and working with mountain lion stellar.

04:37

And Selena Martinez.

04:44

Hi everyone. I'm Celina Martinez. I'm with Flagstaff shelter services and I'm I was invited by a Stella to join this group and see how our clients can benefit from mobility on demand.

04:57

Okay, is there anybody I missed? David Bernstein.

05:05

Everybody is supposed to agree with him for the nbtc. Hi,

05:09

sorry about that, Melissa. Okay, so our main speaker today is going to be David Bernstein. And David is with djD evaluation consulting. And as he said yesterday, he is the evaluator for this project. And he's going to go over two things today, the monthly progress reports that are required, and also the pathway to inclusion. And so for this project, we're going to ask you to look at the pathway to inclusion and on at least on a quarterly basis, take some time with your project team, to talk about the pathway and determine where your project is on the pathway. You know, I think found out yesterday, we like to kid David, about his devotion to data and data collection and data reporting. But I do want to emphasize that it's really important. No, this is really the only way that we as a national project team, can measure what's going on with these projects, and make those reports to our funders, Administration for Community Living. So you know, it's really important that we take the time to look at these reports, and really figure out how they work for us, because I really think that you'll find that using these reports are going to be a great tool for you, as you move forward in these projects, gives you a way to measure your progress, see where you might be running into difficulty and make mid course corrections. So you know, again, I just want to emphasize that these are the things that the project team, talk about, you know, when we meet monthly on our project calls, you know, we do look at the project reports and discuss them. And both the liaisons and David will get back to you, you know, as we go along with these project reports, and ask for clarification, and all of that sort of thing. So David is going to talk about the those reports, and measuring inclusion, then I'm going to talk very briefly about the financial reports, although obviously those are really important, too. I don't think that there's that much to them. So we'll just go through them. I'll point out some important things on them, and answer any questions, and then we can move on to wrapping up our kickoff in getting started on projects. So with that, David, the floor or the screen as it were is yours.

08:21

Thanks a lot, Charlie. I appreciate that. TGI f everybody, Happy Friday. I know I'm the only thing between you and your weekend. So as Charlie said, we won't be terribly long, but it's very, very important stuff. One thing I want to clarify, because I sort of got to it in my introduction is what does an evaluator do? So I always tell people, if you were talking to your Grandma, what would you tell Grandma that you do? So when my grandmother was

still with us, and she asked me what I did, I said, well, Grandma, I answer questions for important people, decision makers. She said, what kind of questions and I said, the ones that they have. So as we're going through this monthly monitoring progress report and through the pathway to inclusion, what I really want you to remember is what questions do you have, because I'm betting that you and your stakeholders will have a lot of questions that can be answered with the kind of stuff we're going to be looking at. And it's it's it's not really magic. I had a boss who used to say about my work, that it wasn't rocket science. So I asked him, Why did you hire a rocket scientist? And we had a good laugh over that. So let me start by sharing my screen. And what we're going to be starting with is, I had told you all that evaluators ask questions. Let me start by asking one can everybody see my screen and what you should be seeing is snowstorm Oh, there we go. What you should be saying is something that says, monthly progress reporting and pathway to inclusion. Does everybody see that?

10:09

What we're seeing your view, we're seeing the Presenter View you're seeing.

10:13

Thank you for pointing that out. Let me figure out how I can do something about that.

10:19

Flip it,

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I think

10:22

I will not use Presenter View. Let me see if that works. That should fix it. How's that? Job?

10:30

Okay, that's full screen.

10:32

Excellent. So as you can see, we're going to talk about the monthly progress reporting and pathway to inclusion, they do have an intersection, somewhere along the way, and we will be talking about that. Let's start with part one, which is the monthly data reports and how we use data, there's a screenshot of the first page of the monthly progress report. I will come back to that in a few slides. I want to start with since I told you evaluators like to ask questions and sometimes answer them. Why are we doing this? So why do we have the data, Charlie gave you some idea about it, it gives us something to talk about at our project meeting so we can keep up to date on how you're doing. It gives us something to talk to our funders about because they really want to know the federal government is always interested in, how are the projects that we're doing making a difference. You all are demonstration projects. And as such, you get to demonstrate back how we're doing with mobility on demand and inclusion. So let's start by talking about how we use data because you're going to hear me say this again. And again. And again, I take a use focus, a utilization focus, we don't collect data, for the sake of collecting it. If there's any data like that that's not getting used, we tend to get rid of it because it's too much of a burden on you grantees. So let's start with grantees should use data to track activities and results, to keep yourselves informed on progress towards inclusion, and mo D goals. That to me, regardless of what you do for transit planning for rollin for ACL, I hope that you'll find the data useful for yourselves as a way to communicate about your project, your goals and your progress. And I want to be clear that data will be used by the project stakeholders to community and organizational sponsors. And hopefully this, this presentation will give you a little bit of an idea about how we're going to go about doing that. Let's talk about the purpose of the Progress Report. So the progress reports and any data you collect should have four basic purposes. The first one is to monitor your programs so that you can focus on improving them. I always like to joke that if you're planning a trip from Washington, DC to Detroit, Music City, that you need to know where you're starting from and where you're going. And our hope is that these program, progress reports will give you a way to build a map for where you're starting from and where you want to go. Secondly, it's a way to support decision making. I know 18 months to us, who had been doing short term grants of anywhere from six months to about 15 months seems like a long time. But in the grand scheme of things, for developing a major technical program like mobility on demand, it's not that long, and you're going to want data to support the decisions you're making. Along the way, some of that data is going to be sort of outside objective type data. Other data is going to come from your person centered planning, it's going to come from the participants, the people with disabilities, older adults, and other stakeholders who are interested in mobility and demand and helping you in an inclusive way, meaning active and meaningful inclusion, make some of your decisions. So you will hopefully have data for decision making. accountability, I usually put kind of last I joke that I'm not an auditor,

and I'm not. But you do want to be able to account, you want to be able to account for what you're doing, both to stakeholders, and externally. So part of the role of this is to keep everybody informed. And finally again, one of the more important ones is as a learning tool, not just for your project, but these data are going to be a learning tool for all of transit planning for all and if you go to the transit planning for our website, you're going to see information about former grantees, which is how we've learned about inclusion. We took them seriously when they said yes we're in. We want to demonstrate to you the importance of inclusion for transit planning and We believe that we've done that. And our most recent research has focused on how former grantees are continuing the inclusion process. And the good news is the vast majority of them are continuing to do the kind of inclusion work that they did in their projects.

15:19

So let's talk about some of the, you know, kind of the technicalities. Now, one thing I also want to make clear, I hope that our liaison said shared with at least the primary project contacts, the project directors for the grantees, the directions and the template for the progress reports. The good news is, you're never going to have to do it in Word. And the bad news is, you might want to do it in Word anyways, because ultimately, what we're going to do, this is not the last time you're going to have a training on this. Ultimately, we're going to use Survey Monkey apply, which is the program that you used to submit your grant proposal, we're going to use that to submit your monthly reports and Charlie is going to Charlie Dixon is going to work to get something that looks like the word report up and Survey Monkey apply. There may be minor changes, but we hope to be able to get at it. So let's talk about this a little bit. Your progress reports should be submitted monthly. The frame of reference for the project report, the progress report is monthly. And it's due by the 15th of the next month. Of course, just to make things fun, the 15th of the next month does not always fall on a weekday. Sometimes it falls on a holiday, like November 15, which may or may not be a holiday now that I think about it. I think it's a weekend day. So the first report is due November 16th. Because November 15 falls on a holiday. And what will you be talking about in that report, you submitted November, you're going to talk about the month of October, we give you two weeks to pull the report together, get your data together complete the report and submitted by the 15th 16th or whatever the next business day after the 15th is we ask you in your reports to be brief but thorough, it's not a diary of everything your project did, we in fact ask you to please use bullet points so that you can be brief because we have a lot that we're looking at. And what we really want is a snapshot for that month of those particular areas of focus. As I said, the reports will be submitted in Survey Monkey apply and will give you more detailed instructions. When we get it up in Survey Monkey apply and have played with it a little bit, make sure it works. And that's where your liaisons and I will be looking at your monthly reports to find

out how you're doing in addition to any phone conversations, or zoom meetings that we might have with you. Here's a couple of helpful hints. So you should have a copy of the template and the template with instructions in Word from the liaison that may only apply to one person, we'll come back to that. So we really need that one person whoever's completing the report to really know the project and what happened during the month. It's okay if somebody other than the person that is the grantee project director completes the report. But the name on the forum really needs to be the person who can answer the detailed questions about the content of the report. As I said, the report is going to be filed in SurveyMonkey apply. But I do recommend that you complete the report in word and then cut and paste it into Survey Monkey apply. Every time I do a survey in Survey Monkey, and I do a lot of them both for my business and for my clients. I do a copy in Word. So I have a historical record of what was being captured. Survey Monkey has a way of changing the formatting a little bit. And what I want is to be able to pull up something that looks familiar that I can edit, and most importantly, pull it up the next month to edit it again so that the information that maybe hasn't changed, can simply be updated. Most of your information will be monthly changed monthly. And I'll point out the things that don't. And if you have any questions about any of this, contact your liaison or me.

19:22

Let's start with page one. And what you're going to see here these are in essence, the instructions in PowerPoint for so I will be sharing the slides with with Charlie and Kirby after this session. And I think all of the PowerPoints that we've used during the sessions where there were PowerPoints are going to be shared. But let's start with this particular slide which shows what's at the top of the monthly progress report. You get to provide a title for your project work. That could be the title that you use internally. It could be the title you used in your grant proposal. Something projects have even had an inclusive project process to decide what this project funded by ACL should be called. And you can do that any way you want. But we're going to ask you, by the end of October for your November report to come up with a title for your mo D project work. You're under grant lead agency, it's going to be one of three possibilities. It's either going to be nape de aaRC, or s dot, the reporting for the month of that changes every month. And what you fill in, there is not the month that you submitted it, but the month that it's covering. So when you submit the report in November, that should say 10 2020 or October 2020. The person responsible for the report, again, you can use an inclusive process to get to the content of the report. But what we really need is a single name that we can follow up with that we can contact if we have any questions about the about the content. And then finally, the grant period does not change your grant period is from September 120 20. To may 31 2021. Let me pause right here. I've been talking for a few minutes. So far, so good. Any questions?

21:19

Okay, five Mississippi row, I didn't hear any questions, we'll move on. Overall pathway score. Now, this is also at the top of the first page of your monthly progress report. However, this part of the form only changes every three months. And we're going to talk more about how you get to an overall pathway to inclusion score for your project. But there's a couple of things you're going to fill out on the monthly progress report as a reminder of where you are in the process. So the first thing you're going to fill out is where it says overall pathway to inclusion goal for the project level, and a project goal from your proposal. So I actually looked those up, we did read your proposals. Congratulations, you all wrote excellent proposals. And we have a pretty good idea where most of you want to be at the end, this should come as no surprise. But you all want to be pretty much in exactly the same place at the end of the project. And I'm not going to talk about it yet, because we're going to come back to that. But what you proposed, and in some cases, there was a little bit of a will be somewhere between this and that. Which is, which is interesting for somebody that works with data because that means that you want an average between two levels. And we can talk about that and we will. So that's what's going to go in the report. And then every three months, the pathway level from the last quarter is going to be reported as over the last three months. Where are you on the pathway to inclusion, the estimated pathway level for the next quarter is going to be your estimate for the following three months. So at the end of let's say, December, you're going to report to us on the prior three months. What pathway level Do you think you're at? And we're going to discuss that process? And then you're going to estimate three months forward? Where do you want to be at the end of March 2021.

23:28

So this is where we get into the content of the of the Progress Report. And just so you know, we've been collecting data like this for most of the eight years of the project when we've had grantees. So we know that this works fairly well. Let's start with your project progress towards emoji objectives during the month. And I want to just again, give you a little hint, if you see the formatting here, you'll see that there's basically three bullets, because that's the high level summary instructions for this part of the report. section one a, what we're going to ask you to do is to provide bulleted summaries of this month's project activities and outcomes that lead to achievement of your mobility on it says mobility on design, it should say mobility on demand objectives. Sorry for the typo. What we're really looking for here is you're going to have objection objectives around inclusion and your inclusive processes. And you're going to have mobility on demand objectives for

developing that system. Once a process the other is an outcome. And we'll talk more about that. But what we want is what were your major project activities during the month around mobility on demand, we want you to focus on the general status of mobility on demand development. And then if we look back 18 months from now and we have like 17 of these reports, we should be able to literally Do a biography of your project, and the development of mobility on demand by reading those monthly reports every month and noting the progress you're making towards your meal mobility on demand objectives. So that's one a, if there's an A, that means there's got to be a, b. And here's the B. One B is your project progress towards the inclusion objectives during the month? Well, your main inclusion objective is the level on the pathway that you want to get to. And it's not going to happen overnight, it will be an evolving process. And so what we would like you to do here is to provide bulleted summaries of this month's project of activities and outcomes that lead to achievement of inclusion objectives, meaning the active and meaningful inclusion of people with disabilities, older adults, and maybe caregivers. So we would like you to report on your efforts to identify and engage, maintain the interest of and sustain inclusion of participants, generally speaking, how did you do during the month? What activities Did you conduct to do so we would also if possible, if your partners are separately leading inclusive activities, we'd like to know what their, what they contributed to the overall inclusion. And then over the 18 months, again, we should be able to read through and see through one be your progress describing your progress towards your objectives for inclusion, and then there should be a progression around and up the pathway to inclusion, because you told us that's what you wanted to do with your grant funds, you wanted to go from where you are now to a higher level on the pathway, and I'm going to hold off on talking about it, we're going to come back to the pathway. Outreach and Engagement is pretty much what it what it says you're going to be reaching out to other partners, other organizations. And you're going to be reaching out to find people with disabilities and older adults, to serve on your steering committee and to participate in your human centered design. What we want to know in this section is specifically what activities Did you do that were focused on outreaching. And engagement, this could include using social media, this could include maybe eventually, sometime when it's safe to do it. Again, it could include holding meetings, where people with disabilities and older adults live their lives in order to reach them by going to them. For a lot of it, that outreach is probably going to be virtual for the foreseeable future. What we want to know is what did you do to engage and work with other organizations and individuals to do outreach and engagement. And we want to know what your plans are for doing that kind of work. And you can describe them here.

28:07

A little bit more Oh, that says outreach and engagement. Once again, I'm sorry, I was

working late at night on this one. This is participant activities. It's a form of outreach and engagement. But that should say, in the headline, participant activities. So your participants are people with disabilities and older adults that are actively and meaningfully involved in your activities. What we want is some very specific examples of what those activities were during the month. What did your people with disabilities and older adults involved in your project? What did they do during the month. So this could include activity descriptions that are specific enough that we can tell where you where that activity is on the pathway. The examples do go beyond simply identifying the number of people that are serving on your steering committees, which will be reported in a later section of the report. We do want to know how many people you have on your steering committee. But being on the steering committee is only one example of participant activities. There's more than that, we want you to report both lower and higher pathway levels. And again, we're referring to the levels before we discussed the pathway we'll get there. But just to give you some examples, if you're providing information information to participants, not just on your steering committee, but more broadly, that's a level two activity. Collecting participant feedback is a level three activity. Let's say that you did a survey of people with disabilities and older adults during the month, you would report the number of people here you would describe the activity for how you involve those people. Even though it's a level two or level three. It's not on the higher levels of the pathway? How did you involve participants in data collection and other program activities. So if participants themselves, were conducting surveys, and we've had that happen, we've had participants, people with disabilities and older adults, both on the steering committee and elsewhere, actually leading activities in a human centered design approach. And if that happens, that would be a level four activity. These are the kinds of examples that I'm giving, that you would include here. If your participants are involved in decision making, if you bring a decision that's needed to your steering committee, and you asked the participants to be actively involved in that decision, that's a level five activity, it's a pretty sophisticated type of activity, we want you to report that kind of activity here. And if your project, participants were actually leading activities, that's a level six, and both level five and six can occur at any stage of your project. It doesn't have to be at the end. So these are examples of the different level activities. This is not the overall pathway level, which we'll talk about in a bit. And finally, if you increase participant capacity to serve at higher pathway levels, that'll be the key to increasing inclusion. It doesn't happen by magic. Sometimes, it involves teaching instruction coaching, peer coaching, and development of resources to help people with disabilities and older adults, serve on your steering committee, and participate at these levels. Those kinds of activities are going to be reported in section three participant activities, partner activities, you have organizational partners. So what we talked about in our project, as we talked about participants and partners, your partners are those organizations that you included in your grant proposal that are organizations, those organizations may be represented by people with disabilities

and older adults. But here, what we're focusing on is the organizational contribution of your partners. And what we'd like you to do is to provide, again, brief bulleted descriptions of what your partners are doing. Now, that may, in some months, just be limited to participating and steering committee meetings. And some months, it may be helping you identify participants to be part of your human centered design. But if an organization is contributing those kind of activities, we would like you to report on them here.

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What are your organizational partners contributing to the project? How did those partner activities contribute to the achievement of your project goals? That kind of work would be reported here. And finally, the content of the section changes every month? We know at the beginning, you've got your grant proposal, where you propose how your partners are going to be involved. Every month, we want to hear what's new, what did they do this month, as opposed to what was the overall plan?

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I'm going to pause for a second and ask if there are any questions.

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It, David, it's more of a comment. But I know you're going to go into this state of house data. I think it's I think one of the things to remember is obviously this project, as you said, has a process and objective outcome. There is the inclusive process, which is really, really critical, as well as the mo D. progress as well. So and I think it's important for the projects to obviously this out in a way that they must consider both. As part of this, it's

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absolutely agreed.

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And not that I'm not that this will happen. But I mean, one of the issues that that could happen is you're so focused on mo D, you're like, Wait a second, but if not being inclusive in the process, then you're not meeting our objectives here.

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Yeah. And it's not an accident that David would bring that up, because we've actually, this this, this monthly progress reporting form has really changed over time, and evolved. And I'd say about three rounds ago, what we realized was, folks were so excited in the second stage of their project, once they got past planning, that they were getting close to the kind of outcomes they wanted to achieve. Their participants had finished the planning process that they kind of we stopped hearing about what are you doing for inclusion? How are you using inclusive processes? How are you bringing people to the table who are people with disabilities and older adults? You know, the slogan nothing about us without us. This is the without us. Point. Let me see. Do we have any anybody in the chat Cap at this point, I see two comments in the chat. I just want to make sure. Is every partner agency expected to contribute each month or is it okay? If agency participation changes over time? Kiana? Thank you for your your your question. It's absolutely okay. For partner agency contributions to change over time. Like I said, what your partners bring to the process will change over time. And because of that, we would expect you to have different types of contributions at different stages of the project. So it is absolutely okay. What we hope is that their involvement will be continuous, even if their role in the project is not. So let me say that, again. We hope that when you have steering committee meetings, that your partner agencies show up for those meetings that they participate, probably virtually for the early parts of this project, we really hope they'll be involved and engaged and talking about overall project goals and objectives, even if they're rolling the project is until further down the line. Why? Because inclusion means inclusion of everybody, it means inclusion of people with disabilities and older adults, and inclusion of the agencies that serve people with disabilities and older adults in the project. So yes, absolutely. It will change over time, and that's okay. But keep them informed and keep them actively involved. So that they get excited as excited about your project as the lead agency is. Okay, so now, we were back, I went back to participants, because David was talking about how we document inclusion. And this is where we do it. So if we if the liaisons and I start to notice that we're not hearing a lot about people with disabilities and older adults, we'll ask you to take another look at this section three of the reports so that we know what their involvement is.

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And

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I know I'm screen sharing, but my screens not moving up. There we go, sorry. Okay, back to the report, project staff and contractor activities this month. We know that those of you that are paid by the lead agency, I have an active role in this project. And we do want to know what you're doing to contribute to the to the project, we know that you're doing a lot of work. So it does not need to be an exhaustive list, we want you to give us the highlights give us the three or four most important things that project staff or contractors worked on during the month. If you see we've really hit on everybody through this process. Section three focuses on participants, people with disabilities and older adults, Section four focuses on partners. And section five focuses on project staff and contractors. The only people we're not talking about quite yet are stakeholders. And there's a role for them too. But that can be reflected through the other parts of this report. So what we want you to focus on here is please provide examples of staffing contractor contributions during the month, don't be exhausted feature, the highlights, and these activities will change at different parts of the project. And as participants become more involved, the role of project staff and contractors may change. So that's what goes in section five of the report section six issues and challenges this month. This has been one of the most valuable parts of this report every month, that and in some of our earlier phases, projects actually spent at least one every two or three meetings, having a discussion simply focused on challenges that they were facing in the process. So you all are demonstration grants. What does that mean? People ask that all the time. Does that mean that you're out in the streets demonstrating? No, what it means is that you're demonstrating how to make inclusion work. You're demonstrating how to use inclusion, to set mobility on demand goals and to do planning for mobility on demand, and ultimately, to test a couple of approaches to doing mobility on demand that meets needs in your communities. But because you're demonstrating we need to learn from you. There's an old story from the book, the right stuff about the early Gemini astronauts, and they were talking about what the right stuff means. And the term the right stuff was used by pilots test pilots of airplanes before they develop the rockets that took people into space before Soyuz. They were developing jet engines that were flying faster and Faster and faster. And sometimes they worked. And unfortunately, sometimes they didn't. And the people that got in those cockpits knew it. And they were said to have the right stuff because they could focus on their task and their mission, even when things weren't going right. So what that means is that while the plane was having challenges, they were told, stay awake, stay alert, and keep talking. Tell us what's happening in the plane, so that we'll know what's happening in the plane. What we're asking you to do here is to show us the right stuff and talk about your issues and challenges in an honest way, an honest and forthright way. learn from each other.

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So David, again, similarly, I think that it's I would assume you were looking for challenges both with the inclusive process, as well as with the mot implementation, correct?

40:53

Yes, absolutely. It's, it's its successes and challenges and inclusion, its successes and challenges, and meeting your mobility on demand, and particularly documenting those challenges, where you need help and support either from the project team, your fellow grantees, earlier grantees, or our technical expert panel that we have available, who are experts in the field of transit and inclusion. So your experience is going to help with transit planning for all to learn from these issues and challenges. We are asking you to document those issues and challenges so that we can all learn from them. And if you happen to find a solution during the month, let us know both the challenge and the solution so that we can learn from those. Sustainability, we haven't really even started this is the kickoff meeting. So you may be wondering, Why on earth are we talking about sustainability of your project when you haven't even started? Watch how quick those 18 months go by. So even though your grants are long or longer than earlier rounds, it's going to go by very quickly. And even with more funding than we usually provide and more time to conduct your activities. It's not too early to think about how your project can be sustained. And in this section, we want you to report on that. For example, if you reach out to support from government agencies, if you do long term planning activities, if you're exploring regional and local funding and partnerships, and other activities that will sustain your project, when the grant is over or during the project, use this section to tell us that and if you don't have anything, don't leave it blank, just say we didn't have anything this month. project plans for next month is where you're going to in bullet form, tell us what the highlights are for the month following the month you're reporting on. Not going to spend a lot of time on this, I think it's pretty self evident. I want to get to the performance measures. And we're just going to give you a really high level on this because we're going to have meetings with each of you both liaison and me to talk more specifically about performance measures over the next month and a half or so. So let's start with the inclusion measures. We do measure inclusion separately for mobility on demand. The reason why is we've learned a little something about inclusion and how you measure it. And I'm telling you this work is fairly unique because I meet with a lot of evaluators. And I seem to be the one talking the most about inclusion in program planning, not inclusion and evaluation, but inclusion, inclusion and program planning. So let's start with nine a one. That is the number of participants on your steering committee. Again, whenever we say the word participants, it's not who participated in a meeting. It's the number of people with disabilities and older adults, how many of those folks are on your steering committee,

and I'm going to use this one as an example, for the reporting process. column one is your target for the end of the project. It says end of implementation phase. That's that second nine months of your project. At the end of your project, we want to know how many people do you think you'll have on your steering committee. And now it may be a little hard 18 months in advance to figure that out. But you want to make sure you're representing on your committee, the different types and and situations of people with disabilities and older adults. I know one of the projects is focusing specifically on language as a group, language language disadvantaged people for whom English is not their first language. You want some of those folks on what's your target for the end of your project for how many people will be on your steering committee, that are people with disabilities and all They're adults, that target cannot be lower than three, because we asked you to identify at least three as part of your grant submission. column two is, what did you report last month. So every month this information is going to change. And what we want to know is, so let's say for October, you've set your target. And let's say in the month of October, you ended up having five people with disabilities or older adults, you're going to report that into this month column, column three of your progress report.

Then next month in November, what we want to know is, what did you report last month. So as the project rolls on, you're going to want to keep your progress report handy. You can either go back into survey, monkey up, or apply, or you can keep a word version, because we're going to want you to take whatever is in column for the next month and put it in column two as your starting point for the next month. What happened during this month, if you do not add any people with disabilities or older adults during the month, then you would simply report zero, and your total at the end of the month in column four would be the same as the total from the prior month. So let's talk a little bit more about what the measures are, the total number of participants who attended meetings is different, you're going to have more meetings than just your steering committee, we may need a way to track how many people with disabilities and older adults attended your meetings, either by the invitation process by working with your partners, or by asking people to confidentially self identify, if they're a person with a disability, or an older adults, we do not have a formal definition of older adult, it's whatever you think an older adult is, as defined for your community. Nine a three is the inclusion of or participation in terms of needs and barriers and problems identified by participants. So how many needs barriers or problems were identified? We know a lot of your problems. And a lot of your projects are going to have as part of the planning process, identifying barriers that participants are experiencing, that's where you're going to report that. And then number of inclusion participants solutions identified by participants, what are the solutions that participants have come up with? I am hopefully going to see the chat. I think there might

be a question. Okay, I'm going to speed up a little bit because we do want to cover the pathway. Charlie, thank you for your comment, I appreciate that. those are those are outputs. And what we would like to you to know is there's three different kinds of performance measures, you have outputs, which are usually just straight on counts, there are outcomes, what you want to achieve in the project. And then there are performance measures that are focused on satisfaction. I'm not going to talk in detail about this, we are going to move on to the pathway. But what I want you to know is we are going to have another meeting with you. And reason we're going to have another meeting with you is and I'm going to skip past this as well, because we are running a little short on time. I've already talked about what you use the different columns for. And this will give you information in writing as well the instructions on how to best calculate your satisfaction measures. And we have a tool for you to use. If you needed a starting place for a data collection form to get information back about satisfaction that you can use or customize. And we'll talk more about that when we meet with you one on one.

48:58

Now, at the bottom of the of each of the performance measure sections, there is an explanation box. We would like you to use that box to describe what happened to explain the performance measures that your reporting for the month. And again, since we're going to talk to you in more detail about your performance measures one on one, we'll hold the rest of that discussion for your one on one. Now, section 10. As I say, we will be talking to you to help you identify specific mobility on demand performance measures. These measures we're talking about back here, our focus on inclusion. We also want you to focus on mobility and demand. What does your project one with cheap as regards mobility on demand, I did not include that part of the report. You're going to be talking to us about it. You're going to work we're going to work with you to help you identify mobility on demand specifically measures that you'll start tracking one month after the discussion with me and with your liaisons. And we want your calculations or reporting to be consistent with section nine. And we don't want you to repeat inclusion measures in the mo D section. So David's asked a couple of times to make sure we're representing both inclusion and M od. We have a parallel track for that, too, with reporting performance measures, we've assigned you some performance measures that are focused on inclusion, based on what earlier grantees have done. We've been tracking these for about six years now. And you're going to be developing mobility on demand specific performance measures. Let me stop there to take a breath and ask does anybody have any questions about the monthly report at this point? Please unmute yourself before we move on to talk about the pathway to inclusion.

51:02

One Mississippi, two Mississippi, okay. Carrying on Hey, David.

51:07

Oh, yes, Charlie. Charlie. I think that we do have representatives from each of the projects on with us today. And I see a Stella here from Flagstaff, Joseph from the aaRC and Kiana from Seattle. I just want to, I know that this has been a lot. Are you guys comfortable with the reporting process that you've seen so far? I'm going to call it new Estella.

51:40

I think it makes sense. I'm sure once I dive in, I'll have some more specific questions. But But overall, it does make sense.

51:47

Okay, Joseph?

51:50

Yeah, yeah, I think everything, you know, is making sense so far from, from what I'm seeing, there's a flow to everything. So I'm sure more will come up as we dive in as well. But right now everything makes sense.

52:05

Okay. In Canada.

52:09

So far, so good.

52:11

Okay, excellent.

52:13

There was a question from Jamie Martinez, Charlie, about whether you will receive a copy of the PowerPoint? The answer is yes. I know. It's a lot. And and Charlie loves when I put too many words in my PowerPoints. The reason I did it in this case, is so that you would literally have a PowerPoint that had the instructions and the guidance for how to do the reports, you also will receive a blank template in word that you can use to start planning your monthly reporting. And there's also a version of the template that has the instructions embedded in the boxes so that you can see we're demonstrating that we want you to use bullets, but we're also giving you the instructions that you see in the PowerPoint,

52:58

right, everybody should already have. Everybody should already have the template. So

53:04

I see nodding, that's a good thing.

53:06

That's that's been sent out, that's been sent out to everybody. And just follow up on the PowerPoints. Kirby is collecting all of the PowerPoints that you've seen during the three days, and we will be sharing that with everybody, as well. Each of these sessions has been recorded. So those will be available as well as transcripts of the sessions. So if you ever need to look back at anything, it will be there.

53:39

Thanks, Charlie, I appreciate it. Thank you to all of you for your patience and keeping up with this. It is a lot of information. And that's why we're going to be meeting with you again, I do want to talk about the pathway to inclusion, this particular version of the pathway

53:58

is

evolved. It's evolved from the version that we gave you that we asked you to react to, but and I do see it still leaning in to say where did it change what happened? Here's what I want you to know. The levels did not change. But the model itself did. Why? Why did the model change, and we're going to talk about this a little bit more. The one thing that hasn't changed is that the focus, why we do inclusion is to create improvements in program planning, operations and services. That's why that's up at the top. That's the goal. In your case. It's improvements in the process of developing mobility on demand alternatives from your communities. But one of the things about the pathway is that it's a continuous loop. But what we gave you was something that looked a little In fact, yesterday, there was a presentation where somebody did an even earlier version, they illustrated an earlier version of the pathway that Once a ladder, and the project team was a little concerned about the concept of people climbing ladders, who are people with disabilities and older adults, I've been ordered do not get on a ladder, don't do it. So what we wanted to do is to portray something that more realistically got the message across that inclusion is continuous, that you can be at any level of the pathway at any time, and that all levels contribute to inclusive practices. Now, it happens that there are two there's an upper level and a lower level. Also, purposeful, at the lower level, are the things that you do in programs all the time anyways, you develop programs for participants, you inform participants about your programs, and you consult with participants about your programs. Those are levels one, two, and three, many of you are already doing that. The reason we know that is we asked you, where are you on the pathway. Now, overall, many of you said somewhere between two and three or at level three. So let's talk a little bit about what the higher levels are and what the difference is. So level four is active participant involvement in your programs. So not only members of your steering committee, but other members of your community, who are involved in actually putting the program in place. Now that program could be planning for mobility on demand, it could be involvement in the human centered approach. And as you bring people with disabilities and older adults in if there's active and meaningful involvement, that's active participation. So what's level thought participant shared decision making, I'm going to let you in on a little secret, most of you said you wanted to be around level five by the end of the project. We hope you are but we also hope that you have some level six examples by the end of the project. level five means that participants are sharing and decision making. decision making is power back to nothing about us without us sharing and decision making means that people with disabilities and older adults that are going to use your mobility on demand services have been involved in making decisions about what those services and alternatives are going to look like. So in a broad brush, that's what level five is. level six is they play lead roles. Suppose that a participant with some experience in doing Human Centered Design volunteers to lead one of your sessions where you're

talking about mobility on demand, and the problems that people with disabilities and older adults face that mobility on demand could solve. If that person plays that lead role. That's a level six activity. The difference between these two and this was an addition that we got inclusively from one of our projects here in the Washington DC area, the lower levels are less inclusive, have decreased trust, and less communication, the higher level sent they have more communication, more trust, and more inclusion. So that's the pathway and I'll be flipping back to it as we discuss the different levels.

58:17

Now three, level one we're not going to talk about because you're all beyond it. You just you offer programs to people with disabilities and older adults. That's really all level one is it's a floor because every every house has to have a floor. That's the floor. What's level two, informing participants about programs providing information about programs. It's characterized by communication, that's one way it's purposes to communicate to stakeholders. And examples are brochures, websites, emails, social media, you're all already doing this. So I'm going to go right past it. What is level three, level three, the purpose is to collect feedback from participants about current services, unmet needs and potential services. So guess what your first meeting your first Human Centered Design meeting, you will be collecting feedback from participants about current services, unmet needs and potential services. That's a level three activity. And here's some examples surveys, focus groups, community meetings, human Human Centered Design meetings to focus on a human centered design process. level four, what's the purpose build credibility and expand resources by bringing in people with disabilities and older adults. By providing them with information training, seeing what their interests are, they can play active and meaningful roles in both planning and program activities to serve the population from which they come. Some of the examples are participants involved in Person Centered Design activities. That's a program planning process participants reviewing program materials is another one level five, what's the purpose again, nothing about us without us decision making that expands influence is the purpose. Participants consider program and policy alternatives. And they share influencing the decision making process. It's not a top down process, it's a bottom up process, your stakeholders are going to be involved. And to the extent that there are people with disabilities and older adults, that are actively and meaningfully involved in decision making that's inclusive. And finally, at level six programs for people with disabilities and older adults, those those services and programs are led by participants. And participants assume responsibility, actually for planning and carrying out project tasks. So that's the pathway to inclusion. Let me pause, take a breath, ask if there are any questions about this, before we go on to talk about how you develop your overall pathway level score.

Again, it's a lot of information, but you have a copy of the pathway. And we have a resource for you that conveys a lot of this information. And if your liaisons have not passed that on as of yet, they will do so let's talk about pathway level scoring. Oh, well, here's the difference between the pathways. We talked about that a little bit. And we've talked about the features that it's not one way that it's continuous. And at any given period of time activities at different levels will be happening. So that you should have examples from all sorts of levels of the pathway to include in your monthly reports. And here's some more information about how to do it. I will leave this for when we share this with you. But the one thing about the scoring process that I want to remind you of you're going to track staff partner and participant activities over a three month period, we're not asking you to calculate your overall pathway level every month, you can if you want to. But more realistically, we're asking you to do it every quarter or every three months. If project staff and partners are carrying out most or all of the activities and the projects probably going to be overall at level three or below, which many of you said was your starting point for your project. If participants are actively and meaningfully involved in planning and operations, shared decision making, or played lead roles, and you can provide examples to wants to describe that, then the project may be at a level four and up. And before you know it, it is going to go up and down. Because at different stages of the project different people are involved differently. So the level may go up and down. But over time, we hope to see progress towards higher levels. And we would like you to use an inclusive process to decide if project activities are at a level four to six on the overall pathway score. And here's how that would work. It's a five step process. Trust me, Charlie has encouraged me to simplify, simplify, and we have it's a five step process. Do we have? There is a question in the textbox? Do we have advice from participants like me who are going to be on both sides from the start? You know, Kiana? That's a very interesting question. We've had discussions over the phases of the project regarding if someone is in a leadership role representing an organization, but they're a person with a disability or an older adult, where do they count? And the simplest answer that we've come up with is if you are involved in the activity as a representative of your organization, then you should consider yourself to be staff. If you are involved representing a partner in the process, organizationally, like the the the the local area agency on aging has sent David Bernstein to represent them. And I happen to be a person who's an older adult because of my age, then I'm there as an organizational representative, a partner representative. The participants are really people from the community who want to get involved in this project planning process. So if you're if the cleanest and simplest way to keep the count is if you're there representing an organization and that's the work you're doing, then you're not a participant, for the for the for the sense that we're discussing here. Kiana Did that answer your question? I wanted to make sure I answered it.

1:04:51

And take yourself out. There you go.

1:04:54

Kind of a I am I'm kind of in a interesting spot because Cuz s dot has a transportation equity workgroup, which is made up of community members, which I am a part of. And this idea came out of that group,

1:05:11

right?

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And so on and so on. On some level, I feel like a community member, but on some level,

1:05:21

I feel like a,

1:05:26

an organizer or a a staff person.

1:05:29

Yeah, I hear you the best way I can answer it is to say that every morning when I wake up, I know I'm an older adult. But when I'm working on this project, I'm representing djp evaluation. So I don't know that necessarily,

1:05:44

yeah, Charlie, Charlie, I think we're gonna we're gonna have to do a little bit of a deeper dive on this. Because I was having some email conversations with Margo, on this very same topic. And there's, there's some unique things about the way Seattle has this

structure. And I think Canada, you know, talking about this equity group is one of them. So we're really going to have to figure out where, where those those folks lie, whether they're staff or whether they're participants.

1:06:25

Sounds good, Charlie. And, you know, a lot of the reason is that the reason that your grants a lot of your grants, one is because you're already being inclusive, and you already have a lot of involvement from the community. And so that that, that does make sense. And we will have conversations one on one to kind of clarify these. These are not hard definitions. So let's Yeah,

1:06:48

I was gonna say this would normally be Virginia, Margo, and you but I would like to be involved in that conversation as well, because it also has some implications for the way. Seattle's going to represent their budget as well.

1:07:05

Excellent. Yeah, the main thing is, we want you to be consistent over time. So it's important that we talk up front. So Kiana, thank you for raising the issue. And Charlie, thank you for letting us know what where we're at. Let me very quickly because I don't want to squeeze Charlie down to five minutes talk about the overall pathway level, and what the components are the process are, first, you're going to track examples on your monthly project progress report. If you provide examples every month, then at the end of the three months, it will be fairly easy. To continue the process with a review step two, a review of your inclusive activities. every three months, we would like you to have an inclusive process at one of your steering committee meetings, for example, to review what those activities are. And if possible, we'd like you to invite the project liaison in May to be part of those discussions, so that we can hear and learn from you. Once you've had an inclusive discussion around the overall level, based on the examples, you're going to score, and you're going to use an exclusive process, hopefully, to come up with the score. Now, a lot of the projects have been doing this already in our earlier grant rounds. The main difference here is that we've revised the pathway. So more to be more reflective of the way things work in reality. And we would like you to use a formal process to inclusively decide what your overall pathway level is, rather than just having one or two people to make that decision.

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The

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overall pathway level let's talk a little about this, because some of you said you had goals to be between levels four and six, or the project team thought you were between a four and six and other stakeholders thought you were at a three and four, we will tell you that participants tend to score inclusion a little lower than project staff do. So we're not surprised by that. But what we'd like to ask you to do is if your team decides that you are a between a level three and a level four, rather than reporting that you're between a level three and four, or that you're at 3.5. What we'd like you to do is to say, are we more of a three or more of a four. And we can't tell you how to do that. It's not a quantitative process. It's an inclusive decision making process. And you get to decide with your with your partners and your participants, what level you're at and whether you're more of a four more of a three more of a two, if you think you're somewhere in between. Next, as part of the process, that's step three, step four is you're going to plan for the next three months. Have a discussion with your participants and your partners about what you can do to be more inclusive over the next three months. Now. Some Time's the tail wags the dog, we need to know how you're going to be more inclusive. But how inclusive you are may depend on the stage of project development, those two work together, you need to have a discussion about it. But is there a way that your project can boost or enhance inclusion through the planning process, and then come up with where you would like your project to be three months from now, as an overall pathway score, you will report that every three months on the progress report. And again, we're going to ask you to round up or round down, it's a best guess nobody's holding you to it. But it's simply so that if you have a target, you know what you're shooting for. And then finally, you're going to report to us via the monthly report at the end of the three month process, the end of those three months that are covered by this scoring process, you're going to let us know what your results are, for that last three months, and for the next three months. And so those reports will be due in your monthly progress report in December, 2020, March and June, September and December 2021, and March and May 2022, may 22, being your final month report. Again, remember, the progress reports are due 15 days into the next month to give you two weeks to pull your information together. And you're going to have a copy of the PowerPoint that makes that clear. So I'm going to stop sharing at this point, because we're done.

1:11:34

David, just to emphasize as always, that that rating of your where they are in the pathway should be an inclusive process, because we've had issues in the past where, like, the project director was decided on their own. So that's not the way it should be decided.

1:11:50

Or, or a rabbit was pulled from a hat. And we didn't have any examples. So we started looking at the examples, which is why you see three sections of your progress report every month focused on what are the staff doing? What are the partners doing? And what are the participants doing during that month, those are examples. At the end of the three months you talk about and again, they're examples. It's not every single thing that everybody's doing it sort of characteristic examples. And then you use an inclusive process, you get everybody together, and you talk about what you've been doing for three months. And you ask your participants, are there ways that you could be more involved? And how can we build your capacity as participants to be more involved in the project? What resources do you need? What training Do you think you need? Do you need to partner with a staff person or a representative from an agency to do an activity? And then work through that to become more and more inclusive?

1:13:03

Any other questions?

1:13:08

Okay, thank you all for your patience, we will be sharing the slides and the instructions with everybody. And Charlie gets back to you.

1:13:17

Thanks, David. And Hi everybody. I know that was a lot. But, you know, please know that we will work with you as we go through this process. You know, and we want, we want all of these things to be successful. When it comes to inclusion. I will say that, you know, you as a group, I have a big advantage over earlier groups because there are a lot of resources out there on inclusion. Two of our projects, from the last round put together excellent toolkits on what they did on their projects. I think that yesterday, Kirby shared those URLs with you, I really urge you to look at them. Portland, Maine, and hope link

both to great jobs. There's a lot a lot out there for you to learn from. You're you're not reinventing the wheel, or inventing the wheel. Unlike the mo D part of the project where you guys all are out there and inventing things. So these will be really, really interesting projects. I just really briefly I think I've sent everybody the financial reports. So everybody's got a copy of the financial report. At this point, I don't think those financial reports will be on Survey Monkey apply. I don't think that that would meet the standards of our finance department. So you'll need to submit those the email to us. I'm going to put up a copy of the report. But the easiest way to do it is to fill out the reports, have the appropriate people in your organization, sign it, and then make a PDF of that report and email it to me. And to your liaison. Just know that, you know, those reports are due the same time, it's your progress report. So they're the 15th 15th of the month following the month that you're reporting. And we will not pay any finance or any bills unless you have the progress reports. So if you want to get reimbursed for the work that you've done, you will need to make sure that you use you submit the progress reports along or at the same time as the finance report. So I just want to briefly go over the finance reports. Hopefully everybody can see that, I think filled one out here for the unknown fourth project that we're funding, which is the sample transportation program, you might notice that their budget is much less than yours, but they've been working on it for a month. So it's quite simple. The first column has your project budget, I think everybody noticed that I put in the project budget that you all gave us for Phase One, we will work on that budget first. And then as you are preparing to move from the planning phase, and in the implementation phase, we'll do an analysis of the budget, see what funds you have remaining. And we can move those funds from implementation into our or from planning into implementation. If they are, if there are any there. The next column is what your reporting or in what you're actually going to be asking for reimbursement for the current month, the next column is spending to date. So that should be the current month's total, plus all the money that you have spent to date. And then the final column is the remaining funds. It's quite simple. Make sure when you submit your report that you do update the month on your report, as well as fill in the amount to be billed. We've had a couple of questions about budget revisions, you may move up to 10%

1:18:07

of any one line item from one line to another, that you can do that without consultation or permission. If you do that, you'll need to update the column one eye and you should put in the comments or explanations that you did that and the reasons that you did that if you need to adjust your budgets by more than that, then you'll need to contact your liaison and discuss that with them and then submit a request for a budget revision. On the next page, are the signatures that are required. I fill these in as the chief financial officer or

equivalent or executive director or CEO. You guys need to follow whatever the procedure is that your organization so you know, change this to whoever that is in your organization, just let us know who is responsible for filing these reports, sign those date those and send them to us. And that is it for the financial reports. Again, in order to for us to process the financial report. We have to have a progress report for that same period.

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Are there any questions?

1:19:42

I think it is pretty straightforward.

1:19:45

Looking through nobody's Oh, Stella. Yes. Or

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just to clarify. So that column I that is what we would be reimbursed for that month. Correct. Like that's where you

1:19:59

put is back. Yep.

1:20:04

That's right. That's your that's your monthly reimbursement.

1:20:10

Any other questions?

1:20:16

All right, well, I will stop sharing my screen. And that's, that is it for our kickoff for the project. Thank you all for being here. We have a little bit of time. I know that, you know, at at the end of these sessions, we like to ask people, if they have any comments on on the sessions, how it went. Anybody want to have any final words? For us? Before we go? Everybody, everybody ready to get going? I'm gonna go and start calling on some people. Joseph, are you guys ready and Atlanta to get going on this project?

1:21:03

Yeah, you know, we're, we're excited. I'm looking forward to getting everything kicked off.

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We,

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I guess still or, you know, waiting to have our first overall project team kickoff meeting, to get the ball rolling on stuff. But most of most everybody from the project team was able to join the calls the past couple days, and we'll we'll have a debrief on everything with with the entire team and, and get things moving. But yeah, we're excited. We're ready to get to work on stuff.

1:21:41

And how about folks in Flagstaff?

1:21:45

Hey, man, definitely excited to get this going. I think these last three sessions really helpful is to understand a little bit, you know, the breadth of what was expected from us.

1:21:56

And,

1:21:57

yeah, looking forward to just setting up. We haven't really had a project team meeting yet. So we'll be having that that kickoff shortly scheduling that after the these meetings. I guess one quick question on that. So the more like the internal, like our project meetings, we don't need to include our liaison on those correct, or

1:22:22

That is correct. Now,

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every three months, when you meet to talk about where you are in the pathway, it would be great for all the projects to invite your liaison to participate in that meeting. We just want to see how that goes. And, you know, hear what the participants are saying so at least once a quarter, it would be great if liaisons could be invited to the meeting.

1:22:56

With our last new ways of meeting, it's a little

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easier for us to That's right. So,

1:23:04

Charles, would you also say that would be good for the first kickoff meeting? Would it be good to have liaisons there to

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that would be great.

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Just the introduction and stuff.

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Yeah. Yeah. Especially if we're going to be meeting virtually. Yeah.

1:23:24

It's easy enough to do.

1:23:30

All right. Well, I'm going to wrap things up, then I want to thank everybody for hanging in there over the last three days. Appreciate it. I would be interested in just getting feedback from y'all because we did have some discussion about how are we going to do this and one long day, or, you know, three shorter increments. I very much voted for three shorter increments. You know, over the last six months, my patience with zoom has dwindled quite a bit. So having shorter screen time was better for me. But I you know, I'd love to hear from you guys what you're thinking on that is. And then I'm just going to give you a call to action. For the next meeting, I want to everybody and by the way, Mark your calendars. We will have a meeting on October 29. Hopefully somebody is looking at their calendar now and I'm not miss speaking. And I think 4pm eastern time seems to work. Since we have two projects on pacific time. I think that makes it convenient for them. Is that is that okay for you guys in Atlanta Joseph 4pm work okay.

1:24:51

Yeah, um, everyone was able to pretty much join the call up late in the afternoon. So I will send out that invite to the project team. So they lock their calendars off.

1:25:03

Okay, well, and I will send out an invite to all of the project leads. And please feel free to share that with all the members of your team. So two calls for action, one of them is very mundane. But everybody yesterday got your notice to proceed. And there were several items that we were demanding that you give us. From that notice, I'm just going to reiterate, we desperately need you to get on that. I know, it's it's just paperwork. But unfortunately, you know, we need to get those things in the file so that your federal

financial accountability Transparency Act form, I think I have that from two of the projects still need that from Seattle, I need a copy of your organization's latest single audit report. Please get that to me. And I need those lobbying disclosure forms filled out and sent back. So that's the mundane call to action. The more fun call to action is I'm going to ask for our meeting on the 29th. Before then, for everybody to look at your plans for inclusion in the proposals that you sent us. And look at the resources that we have available, and come to the meeting with ideas on how you can upgrade or update or improve your plans for inclusion. And also, second part of that is come to the meeting with ideas for training, or help. We'll be putting on some webinars or some other educational activities. So let us know what would be good for you guys to hear from and we will make sure that we do that. So that's your call to action for the next meeting. And I see that we're almost at time here. So does anybody else have anything to say for the good of the cause? All right, everybody. Well, have a great weekend. Again, thank you for me. He and we really look forward to working with you on these projects. Good night, everybody.

1:27:47

All right. Have a good weekend.