How to Build a Consortium

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A webinar held December 8, 2017
Goals for today:

- **The Foundation**: Building blocks of a consortium
- **The Fasteners**: How to hold it together
- **The Model Walk-Thru**: Step inside a Montana example
- **The Window Dressing**: Some more ‘why’ & what more do we need to know?
The Foundation

What is a Consortium?

- Two or more organizations who apply under one grant application
  - One must be a school district
  - Additional members can be school districts, community-based organizations, faith-based organizations, non-profits, private schools

- Mutually agreed upon goals, objectives, budgets, and administration
The Foundation

Why form/join a Consortium?

- Increase access to 21st CCLC funds for programs that serve too few students to qualify for funding as a stand alone program receiving the minimum size grant

- Coordinated service delivery that can expand access and/or improve quality through strategies such as shared program materials or consolidating participants in order to offer summer programs
What holds a Consortium together?

- Shared goals and interests, agreed to by everyone involved
- Clear roles, responsibilities and expectations
- Written agreement between parties
The Fasteners

What needs to be considered?

- Site Director/Grantee Designation
- Fund Distribution
  - Amount to each sub grantee
  - Amount for professional development & supplies
  - Administration
- Term of Agreement
  - A consortium agreement should be for the life of the 21st CCLC grant
The Fasteners

Considerations Continued . . .

- Reporting Requirements - *within the consortium*
  - Requirements and calendar should correspond with grant reporting
  - Who does what?
  - Link to funding and continued consortium participation defined

- Center Coordinators and Staff
  - Who hires?
  - Who employs?
  - Who supervises?
The Model Walk-thru

Cathy Hay

Bigfork ACES Consortium

Bigfork ACES
Kila School
Marion School
Deer Park School
Bigfork School
Swan River School
The Model Walk-Thru

Role of the Site Director/Grantee

- *Fiscal Administration*
  - Manage reimbursements
  - Manage grant administration expense
  - Assure equity and balance between partner program budgets
    - Determining budgets for new vs existing programs

- *Reporting & Accountability*
  - Grant compliance
    - E-grants management
    - Data collection & reporting
  - Ensure grant logic model guides the programmatic work
  - Manage participation in evaluation process
The Model Walk-Thru

Site Director/Grantee Continued . . .

● *Communication & Monitoring*
  ○ Partnering during grant-writing phase
  ○ Regular oversight throughout the year
    ■ On-site monitoring visits
    ■ One-on-one monitoring calls
    ■ Conference calls with center coordinators
    ■ Monthly fiscal oversight
    ■ Participate in hiring of center coordinators
    ■ Maintain communication with partner schools/non-profit admin. (ex. monthly report)
    ■ Communication of statewide evaluation to personnel
  ○ Connect personnel with required and ongoing personal development opportunities
The Window Dressing

Benefits of Consortium Participation

● Built-in colleague support
● Shared resources
  ○ Program materials
● Administrative efficiencies can free up more money for programming
  ○ Improve program salaries
  ○ Increase professional development
  ○ Improve quality of programs
The Window Dressing

Questions?

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