Consolidation Guidelines

Consolidation is an opportunity for separate PAT programs to merge into one PAT affiliate. It is most beneficial for affiliates seeking to strengthen their individual programs and maximize limited financial resources.

Programs interested in the consolidation should take the following steps:

> Inform the **PAT State Leader** in their state of their plan.

> Complete both the **Consolidation Application** and **Affiliate Plan** and e-mail to: **kristi.burk@parentsasteachers.org**

> Schedule a conference call with a **technical assistance provider** at the PAT national office to review their plan.

NOTE: Consolidated affiliates (or consortiums) currently in place do not need to reapply for consolidation.

Programs wishing to consolidate into one affiliate must meet the following guidelines:

> Designate one program as the Lead Affiliate and designate the fiscal agent.

> May designate a new name for the consolidate affiliate or use the existing name of the Lead Affiliate.

> Coordinate Visit Tracker administration and cover all participating programs under one subscription. (Affiliates may opt out of Visit Tracker if the state or funder requires a different electronic data collection tool.)

> Submit one Affiliate Performance Report annually that represents all participating programs.

> Maintain compliance with the Essential Requirements at all participating programs. The Lead Affiliate will report on measures collected from each site as one entity.

> Share communication from PAT national office appropriately with all programs in the consolidation.

> Share resources (e.g., professional development opportunities, group connections, etc.) among all participating programs.

> Have one Community Advisory Committee that represents all programs and communities involved in the consolidation. Program-specific advisory or parent committees also are encouraged.

> Participate in the Quality Endorsement process as one entity. Endorsement will be given for the entire affiliate, not by individual program.