



2019

**WISCAP ANNUAL
CONFERENCE**

May 21-23, 2019

Alliant Energy Center

1919 Alliant Energy Center Way

Madison, WI 53713

Online registration is available at

<https://2019wiscapannual.eventbrite.com>

Credit Card processing fees apply

SCHEDULE-AT-A-GLANCE

Some trainings are 90-minutes long, and others are 180-minutes. Trainings that are 180-minutes are indicated below with a 'Part A' and 'Part B'. Please be mindful of the different lengths of trainings when signing up!

TUESDAY, MAY 21, 2019

The first day is reserved for pre-conference activities. There will not be a plenary session or additional trainings held.

TIME	MONONA	WINGRA
8:00 to 12:00 p.m.	Introduction to ROMA	WISCAP Board Meeting
Lunch		
1:00 to 5:00 p.m.	Introduction to ROMA	WISCAP Board Meeting

WEDNESDAY, MAY 22, 2019

TIME	MENDOTA 1	MONONA	WINGRA	WAUBESA	KEGONSA
8:30 to 10:00 a.m.	ROMA Next Generation (Part A)	Board Development (Part A)	Effective Oral & Written Communication (Part A)	Storytelling Workshop: Connecting with your Community (Part A)	Building Inclusive Communities (Part A)
Break					
10:15 to 11:45 a.m.	ROMA Next Generation (Part B)	Board Development (Part B)	Effective Oral & Written Communication (Part B)	Storytelling Workshop: Connecting with your Community (Part B)	Building Inclusive Communities (Part B)
Lunch & Presentation by Denise Harlow, CEO of Community Action Partnership					
1:15 to 2:45 p.m.	Conducting a Community Needs Assessment (Part A)	Practical Ways to Start the Board Conversation About Advocacy (Part A)	Courageous Communication	Launching a Fundraising Program from A to Z (Part A)	Money Smart: Train the Trainer (Part A)
Break					
3:00 to 4:30 p.m.	Conducting a Comprehensive Community Needs Assessment (Part B)	Practical Ways to Start the Board Conversation About Advocacy (Part B)	S.A.V.E	Launching a Fundraising Program from A to Z (Part B)	Money Smart: Train the Trainer (Part B)

SCHEDULE-AT-A-GLANCE

THURSDAY, MAY 23, 2019

TIME	MENDOTA 1	MONONA	WINGRA	WAUBESA	KEGONSA
8:30 to 10:00 a.m.	The Child Care Dilemma: Parents Can't Afford to Pay; Providers Can't Afford to Stay	Analyzing Audited Financial Statements for Executive Directors & Board Members (Part A)	Communication through a Victim-Centered, Trauma Informed Lens	Positioning your Staff to be Strong Community Ambassadors	Positive Outcomes From Your Employee Benefit Plans
Break					
10:15 to 11:45 a.m.	Community Solar for Community Action	Analyzing Audited Financial Statements for Executive Directors & Board Members (Part B)	An Overview of Human Trafficking in Wisconsin	2020 Census & Community Action	Skills Enhancement Roundtable
Lunch & WISCAP Annual Awards Presentation					
1:15 to 2:45 p.m.	The Benefits of Manufactured Housing & Resources Available to Manufactured Home Owners	Case Management Roundtable	Agency Wide Budgeting	HR & Management Roundtable	Job & Business Development Roundtable (Part A)
Break					
3:00 to 4:30 p.m.	<i>No programs scheduled during this time</i>	Housing Roundtable	<i>No programs scheduled during this time</i>	Finance Roundtable	Job & Business Development Roundtable (Part B)

Some trainings are 90-minutes long, and others are 180-minutes. Trainings that are 180-minutes are indicated above with a 'Part A' and 'Part B'. Please be mindful of the different lengths of trainings when signing up!

TRAINING DESCRIPTIONS

Morning Session of Wednesday, May 22, 2019

ROMA Next Generation

Day: May 22, 2019

Time: 8:30 to 11:45 a.m.

Room: Mendota 1

Presenter: Maribeth Schneber-Rhemrev, CSBG State Assistance Deputy Director, NASCSP

mschneber-rhemrev@nascsp.org

What is ROMA Next Generation? What are the elements? What does it mean for the Community Action Network? This training explains ROMA Next Generation, including the national Theory of Change, community level work, data analysis, and the integration of the phases of the ROMA cycle. NASCSP recommends that the following people attend this training: agency leadership and staff involved in planning, implementing and evaluating agency programs. Attendees should receive the Introduction to ROMA training before attending this training.

Board Development

Day: May 22, 2019

Time: 8:30 to 11:45 a.m.

Room: Monona

Presenter: Stacy Shapiro, President, Shapiro Strategies

stacy@shapirostrategies.com

Board members play a critical role in an agency. They are the stewards and ambassadors who help propel the mission forward. Board Development is a critical topic. If focused on, it will help ensure the everlasting strength of an agency.

This dynamic workshop will cover a multitude of topics from recruiting the right board members to board member roles and reviews. The significance of creating a Board Development Committee will be discussed, and a sample committee timeline will be shared. Participants will walk away with many strategies to develop their boards in a positive, multi-dimensional way.

Effective Oral & Written Communication

Day: May 22, 2019

Time: 8:30 to 11:45 a.m.

Room: Wingra

Presenter: Kari LaScala, Associate Director, Wisconsin Literacy Inc., kari@wisconsinliteracy.org

Caitlyn Mowatt, Health Communications Specialist, caitlyn@wisconsinliteracy.org

This three-hour workshop will provide an overview of plain language principles and techniques. Through discussion and interactive activities learners will be able to implement an audience-centered approach to material development, recognize and use plain language principles to meet the needs of diverse audiences, and assess written materials for understandability and actionability. Instruction will also be provided on the use of photos, graphs, and charts, as well as, ways to address numeracy challenges that readers may have. It will also provide instruction on dialogue structure, speaking for listenability, and communication speed. Participants are encouraged to bring a document from their organization that they can use in the session to immediately implement lessons learned.

Morning Session of Wednesday, May 22, 2019 (continued)

Storytelling Workshop: Connecting with your Community

Day: May 22, 2019

Time: 8:30 to 11:45 a.m.

Room: Waubesa

Presenter: Kate Atkins, MS, Consultant, Wipfli LLP

katkins@wipfli.com

Come prepared to unleash your creative side! Spend a few hours telling and retelling your agency stories in different ways for different people. With the right story, your recognition in the community, your donor dollars, and your impact can flourish!

- Explore ways to make every word count.
- Craft your agency stories to attract different audiences.
- Discover ways to help your audience see and feel the impact you have each day.

Building Inclusive Communities

Day: May 22, 2019

Time: 8:30 to 11:45 a.m.

Room: Kegonsa

Presenter: Stan Hudson, Director of Health Literacy and Equity, Wisconsin Literacy

stan@wisconsinliteracy.org

This inclusion workshop enhances leadership skills through awareness-building, short presentations, experiential activities, reflection, and dialogue. Learners will:

- Develop an awareness of one's self in the process of socialization and one's role in breaking down oppressive systems that impact health and well-being
- Practice effective interpersonal communication skills
- Build knowledge and awareness around issues of race, sex, gender identity, sexual orientation, class, ability, age, religion, and appearance
- Leave with a greater understanding about how to be more effective leaders and create a more inclusive organizational and community culture

Afternoon Session of Wednesday, May 22, 2019

Conducting a Comprehensive Community Needs Assessment

Day: May 22, 2019

Time: 1:15 to 4:30 p.m.

Room: Mendota 1

Presenter: Maribeth Schneber-Rhemrev, CSBG State Assistance Deputy Director, NASCSP

mschneber-rhemrev@nascsp.org

As part of the CSBG Statute and Organizational Standards, every Community Action Agency (CAA) must conduct a Community Needs Assessment (CNA) at least once every three years. A comprehensive CNA helps agencies to better identify and fight the causes and conditions of poverty in their local community. This training provides an overview of the CNA process, including developing the assessment team, data collection plan, collecting qualitative and quantitative data, analyzing the data, and putting together the final report.

Afternoon Session of Wednesday, May 22, 2019 (continued)

Practical Ways to Start the Board Conversation about Advocacy

Day: May 22, 2019

Time: 1:15 to 4:30 p.m.

Room: Monona

Presenter: Frank Martinelli, President and Senior Consultant, The Center for Public Skills Training
frank@createthefuture.com

Sometimes, in our efforts to uncover root causes of the problems our nonprofit seeks to address, we learn that there are existing laws, regulations or public corporate policies that hurt the people we serve. We can then act through advocacy to change or eliminate such laws, regulations and policies. But, one of the biggest mistakes nonprofit board members make is deciding not to engage in advocacy because they believe they're prohibited by law from doing so. This is simply not true. Advocacy is one of the most effective tools nonprofits and foundations can use to advance their mission and serve their communities. The term "advocacy" includes broader advocacy efforts, legislative lobbying and non-partisan, election-related activities. And the combination of advocacy and direct services can dramatically increase the mission impact of any nonprofit. Advocacy is all about your organization's work and what it will take to advance it. This session will provide information, tools, and resources to address:

- Why nonprofits need to engage in such advocacy efforts
- What the law allows tax exempt nonprofits to do
- Organizational entry points for making the decision to engage in advocacy
- Specific roles that board members can play
- Examples of service provider nonprofits that have made the decision to engage in advocacy

Launching a Fundraising Program from A to Z

Day: May 22, 2019

Time: 1:15 to 4:30 p.m.

Room: Waubesa

Presenter: Kate Atkins, MS, Consultant, Wiplfi
katkins@wiplfi.com

In this session we'll dig into the development/fundraising process. If you don't currently have a development department or if yours needs to grow, this session is for you. We'll discover ways to find new people who are passionate about your cause and ways to engage current donors. Discussion will include ways to build a repeatable process to help manage your fundraising communications in a multi-media world and ways to engage current employees, board members, and volunteers to perform the work. We'll end the session by making 'the ask for money' easy, so it becomes your favorite part of the job.

Money Smart: Train the Trainer

Day: May 22, 2019

Time: 1:15 to 4:30 p.m.

Room: Kegonsa

Presenter: Carol Maria, Community Affairs Specialist, FDIC Chicago Region
cmaria@fdic.org

Money Smart (MS) is a comprehensive and no cost financial education curriculum. It is designed and offered by the Federal Deposit Insurance Corporation (FDIC) to help you serve consumers who want to improve their financial skills. This Train the Trainer session will provide professional development for—among others— key front-line staff in workforce development, financial literacy, car loan and housing programs. The session focuses on helping you deliver unbiased financial education to Wisconsin's low-income banked and all our unbanked and underbanked residents seeking greater financial resilience (no previous training experience is required). By doing so, you will increase your client's resilience and financial capability. You can also expect to share partnership ideas and strategies with presenters who are currently FDIC Money Smart Alliance members.

Afternoon Session of Wednesday, May 22, 2019 (continued)

Courageous Communication

Day: May 22, 2019

Time: 1:15 to 2:45 p.m.

Room: Wingra

Presenter: Stacy Shapiro, President, Shapiro Strategies

stacy@shapirostrategies.com

Creating a culture where courageous communication is the standard can bring many benefits to a team and organization. When employees feel empowered to speak up and share their viewpoints, they are able to more easily navigate challenging situations such as handling conflict and avoiding a potential problem in a project. Learn how to help create that culture!

In this communication training participants will learn: 1- why tactful, yet bold communication is important at work and in life; 2- how to maintain the courage and character to make your communicators prosper; and 3- how to use the CLEAR method (Communicate collegially, Listen actively with Empathy, Ask questions on point, Relate respectfully) for communicating with anyone at your workplace...and in your life!

S.A.V.E

Day: May 22, 2019

Time: 3:00 to 4:30 p.m.

Room: Wingra

Presenter: Darlene Ezman, Suicide Prevention Coordinator, Wm. S. Middleton Memorial Veterans Hospital

Darlene.ezman@va.gov

The goal of the S.A.V.E training is to provide education on how to identify the warning signs of suicide and ways to intervene and help someone in crisis. We recognize that many of the clients WISCAP members serve experience a variety of life stressors, some could even cause him/her to consider suicide. While the information provided will focus on unique risk factors in the Veteran community (many that may be accessing your services), the information will be applicable to all individuals and families enrolled in your programs. We will cover: Veterans and the VA, facts about suicide, myths & realities about suicide, how to identify and help a veteran at risk for suicide, how to address a crisis situation, the steps of S.A.V.E., and other resources and references.

Morning Session of Thursday, May 23, 2019

Analyzing Audited Financial Statements for Executive Directors & Board Members

Day: May 23, 2019

Time: 8:30 to 11:45 a.m.

Room: Monona

Presenter: John Hemming, CPA, Partner, Wipfli LLP

jmcgoldrick@hacap.org

If improving your board's and management team's understanding of your audited financial statements is a goal, then don't miss this updated session. Board members, executive directors, and fiscal officers should participate in this session for an in-depth look at audited financial statements completed in accordance with the new Uniform Guidance reporting requirements. A complete set of audited financial statements will be analyzed from beginning to end. Learn what is required to be included and what you should be looking for in your statements. In addition, beyond every aspect of the audited financial statements being discussed and analyzed, this session will include an interactive project in which the financial results of an agency over a five-year period will be analyzed.

The Child Care Dilemma: Parents Can't Afford to Pay; Providers Can't Afford to Stay

Day: May 23, 2019

Time: 8:30 to 10:00 a.m.

Room: Mendota 1

Presenter: Peggy Haack, Outreach Coordinator, Wisconsin Early Childhood Association; phaack@wisconsinearlychildhood.org

Kelly Matthews, Shared Services Coordinator, Wisconsin Early Childhood Association; kmatthews@wisconsinearlychildhood.org

This session explores these two sides of the child care crisis facing many Wisconsin communities. From the perspective of a low-income family, child care is an unaffordable and yet essential work support. Yet Wisconsin Shares, Wisconsin's child care subsidy program, is grossly under-utilized. Only around 15% of eligible families take advantage of this child care assistance program. Attendees will learn more about the benefits and barriers presented by Wisconsin Shares and will have the opportunity to explore, with the presenter and among themselves, strategies for enhanced outreach to families.

From the perspective of child care programs, child care is often a losing business proposition because costs are high in this labor-intensive industry. Yet community partnerships are forming to explore ways that the community can help to reduce the number of programs that are closing and restore greater stability through business efficiencies and educational leadership. Attendees will learn more about an initiative called the Wisconsin Early Education Shared Services Network (WEESN), recently launched in two rural counties in western Wisconsin.

Communication through a Victim-Centered, Trauma Informed Lens

Day: May 23, 2019

Time: 8:30 to 10:00 a.m.

Room: Wingra

Presenter: Jeanne F. Erickson, Project Assistant, Coalition of WI. Aging Groups

jerickson@cwag.org

We don't know what type of crime, trauma, and crisis are being experienced by those we encounter and interact with daily. And yet, we must be able to provide appropriate services to those individuals on a first meeting, in person, and over the phone, responding to different and often difficult situations.

Participants in this workshop will gain a greater understanding of how a victim-centered, trauma informed lens will enhance their interactions with others. This interactive workshop will explore how words, demeanor, tone and gestures may serve as triggers of past experiences, and how understanding these will lead to improved direct services. A brief overview of the brain and how it reacts to stress and trauma as well as how memories are stored by the brain will be presented. In addition, conditions that may increase the vulnerability of clients that are provided direct service will be explored, along with questions to ask, and actions to take to compensate for these conditions.

With these concepts and improved understanding, participants will leave this workshop with the practical tools that will not only improve interactions, but also improve the direct client and/or crime victim services provided.

Morning Session of Thursday, May 23, 2019 (continued)

Positioning Your Staff to be Strong Community Ambassadors

Day: May 23, 2019

Time: 8:30 to 10:00 a.m.

Room: Waubesa

Presenter: Linda Pophal, Owner/Consultant, Strategic Communications, LLC

linda@stratcommunications.com

Employees have more influence than they often realize in terms of influencing how people perceive the organizations they work for. In fact, Edelman's 2019 Trust Barometer indicated that people trust "people like me" more than they trust CEO'S—up 7 points in 2019. Too often, though, organizations fail to take the right steps to ensure that employees are prepared to serve as effective ambassadors. It's a process that involves hiring the right people, communicating to them about their role as ambassadors and arming them with the information, messaging and tools to serve effectively in this role. Foundationally it also involves ensuring that your organization is a great place to work because disgruntled employees do not good ambassadors make! The presentation will cover:

- A brief overview of branding and an employee's role in supporting a company/organizational brand
- A strategic approach for employee alignment with brand (HR) and community outreach (marketing)
 - Step 1a – Defining your brand
 - Step 1b – Confirming your brand
 - Step 2 – Analyzing the gap
 - Step 3 – Closing the gap
 - Step 4 – Assessing policies
 - Step 5 – Measurement
- Aligning employees and key messages
 - Step 1 – Define messages
 - Step 2 – Assess current state
 - Step 3 – Identify gaps
 - Step 4 – Implement strategies/tactics
 - Step 5 – Assessment
- Keys to effective brand management

Positive Outcomes from your Employee Benefit Plans

Day: May 23, 2019

Time: 8:30 to 10:00 a.m.

Room: Kegonsa

Presenter: Paul Wierzba, Field Vice President, Mutual of America

paul.wierzba@mutualofamerica.com

This informational forum is for managers, HR Directors, CFO's and Executive Directors. A diverse group of benefit professionals from Wisconsin will discuss how to attract and retain the right employees in a tight employment market by developing the right mix of employee benefit plans. They will also share their insights on the following topics:

- Developing an overall benefits strategy to attract & retain employees
- Working with the right partners to control administrative costs
- New ideas for retirement plan benefits & plan design
- The building blocks of effective health & wellness benefits
- How to integrate all benefits and leverage technology
- How to benchmark your benefits

Morning Session of Thursday, May 23, 2019 (continued)

Community Solar for Community Action

Day: May 23, 2019

Time: 10:15 to 11:45 a.m.

Room: Mendota 1

Presenter: Vicki O'Day

vicki@rreal.org

This workshop is for community action agencies who are seeking innovative ways to cover unmet energy assistance needs of their clients. Participants will learn how they can augment energy assistance benefits and lower energy burdens in their service territories with solar.

In the US, taxpayers spend billions of dollars annually without permanently addressing energy poverty at great expense to our vulnerable people and climate. Nearly 40 million Americans live in energy poverty. Of those who qualify for bill assistance, less than 20% are served by the 50-year old federal Low-Income Home Energy Assistance Program, known as LIHEAP. Conventional energy assistance is a critical safety net, a stop-gap, but not a solution.

RREAL forged a nationally relevant, scalable model of solar energy assistance: Community Solar for Community Action (CS4CA). Rather than paying a portion of low-income families' bills, RREAL is proving that solar is a fiscally responsible, climate appropriate alternative to conventional, fossil-fuel energy assistance. In partnership with the Leech Lake Band of the Ojibwe, RREAL delivered the first of its kind solar energy assistance CS4CA program and is building on that success with SEVCA in Vermont and nationally. The goal of CS4CA is to make our nation stronger by investing in solar energy developments that control electricity costs, combat climate change, and improve the health and well-being of America's most vulnerable.

An Overview of Human Trafficking in Wisconsin

Day: May 23, 2019

Time: 10:15 to 10:45 a.m.

Room: Wingra

Presenter: Josh Beaton, Anti-Human Trafficking Coordinator, UMOs

joshua.beaton@umos.org

The goal of the Wisconsin Regional Anti-Trafficking Program is to build the capacity of Wisconsin communities to identify and serve victims of human trafficking. In this workshop, the statewide Wisconsin Regional Anti-Trafficking Program offers a comprehensive look into sex and labor trafficking in Wisconsin. The issue of trafficking in Wisconsin is complex, and participants can expect the information to be contextualized to both urban and rural communities throughout the state. In this workshop, you can expect to gain knowledge on the definitions of sex and labor trafficking, trauma associated with trafficking experiences, safety planning, indicators and resources throughout the state. In addition, you can expect to gain practical skills on screening and identification while discussing case studies of both sex and labor trafficking. Lastly, you will learn how all of this affects your work and your community, and what you can do to help the issue and serve victims of human trafficking in Wisconsin.

2020 Census & Community Action

Day: May 23, 2019

Time: 10:15 to 10:45 a.m.

Room: Waubesa

Presenter: Community Action Partnership

The Partnership was recently awarded a grant through a national funder collaborative to deploy training and technical assistance across the Community Action Network for the next 12 months focused on the 2020 Census and Get Out the Count. This session will address the status of the U.S. Census, how CAAs can be involved, why getting an accurate count is vital, share correct information, address any questions CAAs have, and provide techniques to attendees on engaging CAA customers on the Census.

Afternoon Session of Thursday, May 23, 2019

The Benefits of Manufactured Housing & Resources Available to Manufactured Homeowners

Day: May 23, 2019

Time: 1:15 to 2:45 p.m.

Room: Mendota 1

Presenter: Laurie Mercurio, Communications/Executive Director, WI Housing Alliance/Tomorrow's Home Foundation

laurie@housingalliance.us

This session will discuss the timely topic of affordable housing options in Wisconsin, and will describe resources available to a group of homeowners who are often overlooked by other agencies or organizations. This workshop will cover two topics, the benefits of manufactured housing and resources available for manufactured home owners through Tomorrow's Home Foundation. Attendees can expect to learn about:

- The difference between manufactured, modular and mobile homes
- How and why manufactured housing is an affordable option for homeownership
- The number of manufactured home communities in Wisconsin and the statistics on the average manufactured home owner
- Resources available through Tomorrow's Home Foundation, which provides critical home repairs (including water heaters, furnaces, etc.) to low-income manufactured homeowners across Wisconsin, both in communities and on private land.

Agency Wide Budgeting

Day: May 23, 2019

Time: 1:15 to 2:45 p.m.

Room: Wingra

Presenter: Denes Tobie, CPA, Partner, Wiplfi LLP

dtobie@wiplfi.com

Agency-Wide Budgeting is critical for financial planning and ongoing monitoring. The CSBG Organizational Standards require an agency-wide budget. This session will address the nuts and bolts of building one and even more important, will address the role the agency-wide budget plays in agency planning and ongoing fiscal health. This session will help those involved with the budget to be more efficient and effective in their work. It will also help people in various roles understand the budgeting process and help agencies stay in compliance with CSBG Organizational Standards.

ROUNDTABLE AGENDAS

Skills Enhancement Roundtable

Day: May 23, 2019

Time: 10:15 to 10:45 a.m.

Room: Kegonsa

Presenter: Anna Sainsbury, Contract Manager, Department of Children & Families

anna.sainsbury@wisconsin.gov

10:15 to 10:25 a.m.	Introductions
10:25 to 10:35 a.m.	Presentation on outcomes for SFY 2017 and SFY 2018 contracts
10:35 to 10:45 a.m.	SFY 2019 contract year-to-date outcomes and agency report-out
10:45 to 11:00 a.m.	SFY 2020 contract, performance goals, and reporting obligations review
11:00 to 11:15 a.m.	Program FAQs and DCF guidance
11:15 to 11:45 a.m.	Group discussion on agency program successes and best practices

Job & Business Development Roundtable

Day: May 23, 2019

Time: 1:15 to 4:30 p.m.

Room: Kegonsa

Presenter: Kathy Doyle, Director of Business Development, ADVOCAP

kathyd@advocap.org

1:15 to 1:45 p.m.	Introductions
1:45 to 2:15 p.m.	Invited Guest Speaker Secretary of DWD, Caleb Frostman
2:15 to 2:45 p.m.	Discussion on NEW and existing RDBG Grant
2:45 to 3:00 p.m.	Break
3:00 to 3:45 p.m.	Discussion on Regular Business Plan vs Lean Business Plan
3:45 to 4:00 p.m.	WISCAP JBD Update (Jonathan Bader)
4:00 to 4:30 p.m.	Individual Agency Program Updates

Case Management Roundtable

Day: May 23, 2019

Time: 1:15 to 2:45p.m.

Room: Monona

Presenter: Debbie Bushman, Housing Director, Newcap

debbiebushman@newcap.org

The Case Management Roundtable will be holding a Question, Persuade, Refer (QPR) Training. QPR is an emergency response to someone in crisis and can save lives (like CPR). It is a three-step protocol that has been provided to prevent suicide. The exact time breakdown of the roundtable will be released soon.

HR & Management Roundtable

Day: May 23, 2019

Time: 1:15 to 2:45p.m.

Room: Waubesa

Presenter: Jessica Rudiger, Human Resource Manager, West CAP

jrudiger@wcap.org

1:15 to 1:25 p.m.

Introductions

1:25 to 2:25 p.m.

Training from Wipfli on Managing Exempt Employees in the Workplace

2:25 to 2:45 p.m.

Agency Update & Discussion

Housing Roundtable

Day: May 23, 2019

Time: 3:00 to 4:30 p.m.

Room: Monona

Presenter: Robyn Thibado, Associate Director, West CAP

rthibado@wcap.org

3:00 to 3:15 p.m.

Introductions

3:15 to 4:15 p.m.

Speaker from WHEDA on Section 811 Housing for People with Disabilities

4:15 to 4:30 p.m.

Agency Updates & Discussion

Financial Management Roundtable

Day: May 23, 2019

Time: 3:00 to 4:30 p.m.

Room: Waubesa

Presenter: Amy Felber, Chief Financial Officer, Couleecap

amy.felber@couleecap.org

3:00 to 3:10 p.m.

Introductions

3:10 to 3:40 p.m.

Wipfli Training on Rule Change about Operating Leases

3:40 to 4:10 p.m.

Wipfli Training on Transportation Fringe Benefit

4:10 to 4:30 p.m.

Agency Updates & Discussion

HOTEL & VENUE INFORMATION

LOCATION

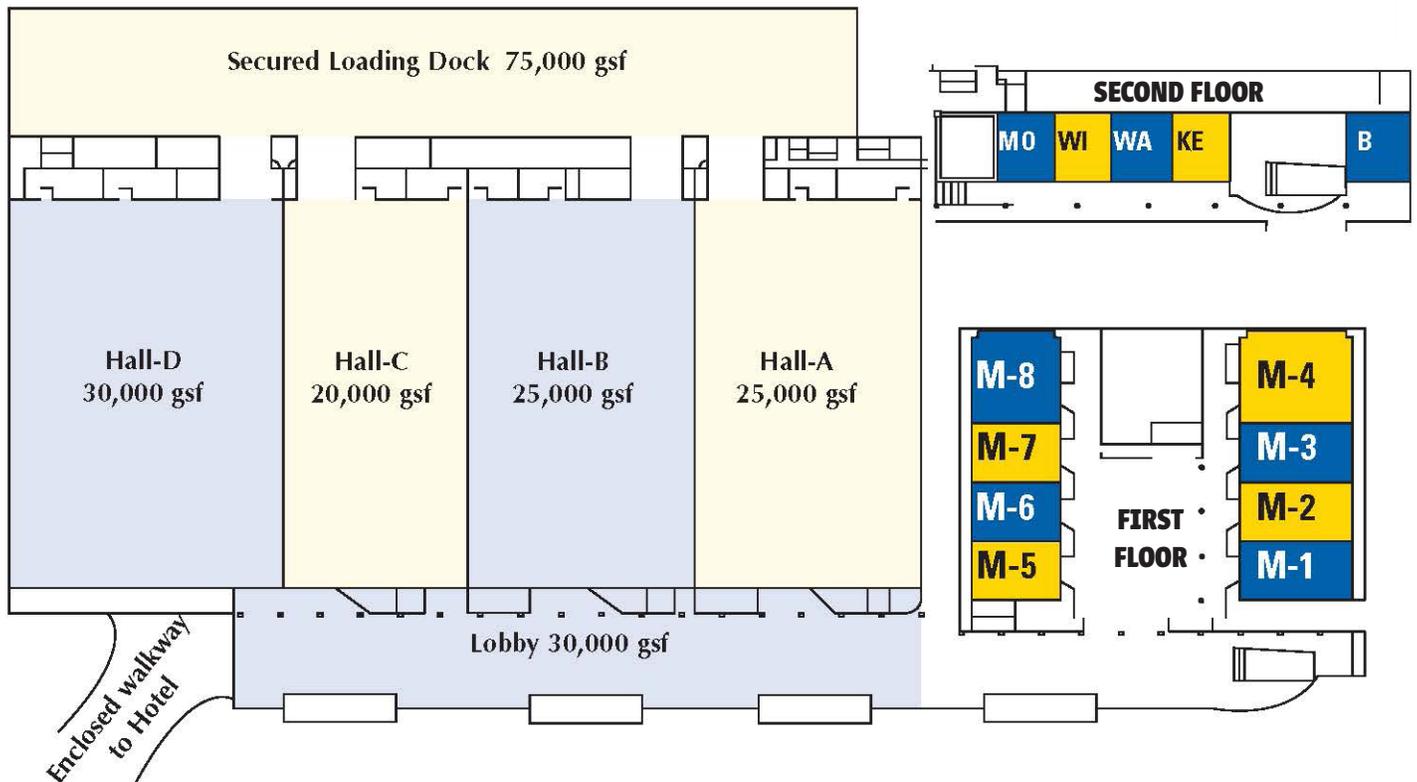
The conference will be held at the Alliant Energy Center located at 1919 Alliant Energy Center Way, Madison, WI 53713. The conference will take place on both the first and second floors. On the first floor it will be split between Mendota Rooms 1, 2, 3 and 4 (M-1, M-2, M-3 and M-4 on the map) and on the second floor we will have rooms Monona, Wingra, Waubesa and Kegonsa (MO, WI, WA and KE on the map). Parking is free in the Alliant Energy Center lot for the duration of the day. If you are staying the night, you must relocate your vehicle to the Clarion Suites portion of the parking lot after business hours.

BLOCK

WISCAP has a block of rooms at the Clarion Suites located at 2110 Rimrock Rd., Madison, WI 53713. There is a private hallway that connects the hotel to the Alliant Energy Center. Be sure to reserve your room by Friday, April 19, 2019 in order to secure the rate of \$82.00 a night. You can call the hotel at (608) 284-1234 and request the WISCAP Room Block. You can also book your hotel room online at:

<https://www.choicehotels.com/reservations/groups/OI34M7>

MAP



REGISTRATION INFORMATION

2019 WISCAP Annual Conference

May 21-23, 2019
Alliant Energy Center
1919 Alliant Energy Center Way
Madison, WI 53713

PLEASE NOTE: THIS REGISTRATION FORM IS TWO PAGES

Please email form to kberens@wiscap.org or mail it with your check to the WISCAP address below.

1. Fill out your information.

Agency: _____

Name: _____

Title: _____

Phone: _____

Email: _____

Dietary Restrictions: _____

2. Mark what meals you will be attending.

May 21, 2019	
<input type="checkbox"/>	Breakfast
<input type="checkbox"/>	Lunch

May 22, 2019	
<input type="checkbox"/>	Breakfast
<input type="checkbox"/>	Lunch

May 23, 2019	
<input type="checkbox"/>	Breakfast
<input type="checkbox"/>	Lunch

3. Note the following registration fees: Make your check out to WISCAP and mail the check and form to:

One Day	Entire Conference
\$50	\$100

Attn: Cassidy Berens
30 W. Mifflin Street
Suite 406
Madison, WI 53703

4. Proceed to the following page and mark which events you will be attending during the conference.

DON'T FORGET!

• Online registration is offered for this conference at <https://2019wiscapannual.eventbrite.com>

Please note, credit card processing fees do apply



4. Please mark which events you will be attending at the conference.

May 21, 2019	8:00 a.m. to 5:00 p.m.	Introduction to ROMA	
May 21, 2019	8:00 a.m. to 5:00 p.m.	WISCAP Board Meeting	
May 22, 2019	8:30 to 11:45 a.m.	ROMA Next Generation	
May 22, 2019	8:30 to 11:45 a.m.	Board Development	
May 22, 2019	8:30 to 11:45 a.m.	Effective Oral & Written Communication	
May 22, 2019	8:30 to 11:45 a.m.	Storytelling Workshop: Connecting with your Community	
May 22, 2019	8:30 to 11:45 a.m.	Building Inclusive Communities	
May 22, 2019	1:15 to 4:30 p.m.	Conducting a Community Needs Assessment	
May 22, 2019	1:15 to 4:30 p.m.	Practical Ways to Start the Board Conversation about Advocacy	
May 22, 2019	1:15 to 4:30 p.m.	Launching a Fundraising Program from A to Z	
May 22, 2019	1:15 to 4:30 p.m.	Money Smart: Train the Trainer	
May 22, 2019	1:15 to 2:45 p.m.	Courageous Communication	
May 22, 2019	3:00 to 4:30 p.m.	S.A.V.E	
May 23, 2019	8:30 to 10:00 a.m.	The Child Care Dilemma: Parents Can't Afford to Pay; Providers Can't Afford to Stay	
May 23, 2019	8:30 to 10:00 a.m.	Communication through a Victim-Centered, Trauma Informed Lens	
May 23, 2019	8:30 to 10:00 a.m.	Positioning your Staff to be Strong Community Ambassadors	
May 23, 2019	8:30 to 10:00 a.m.	Positive Outcomes from Your Employee Benefit Plans	
May 23, 2019	8:30 to 11:45 a.m.	Analyzing Audited Financial Statements for Executive Directors & Board Members	
May 23, 2019	10:15 to 11:45 a.m.	Community Solar for Community Action	
May 23, 2019	10:15 to 11:45 a.m.	An Overview of Human Trafficking in Wisconsin	
May 23, 2019	10:15 to 11:45 a.m.	2020 Census & Community Action	
May 23, 2019	10:15 to 11:45 a.m.	Skills Roundtable	
May 23, 2019	1:15 to 2:45 p.m.	The Benefits of Manufactured Housing & Resources Available to Manufactured Home Owners	
May 23, 2019	1:15 to 2:45 p.m.	Case Management Roundtable	
May 23, 2019	1:15 to 2:45 p.m.	Agency Wide Budgeting	
May 23, 2019	1:15 to 2:45 p.m.	HR & Management Roundtable	
May 23, 2019	1:15 to 4:30 p.m.	Job & Business Development Roundtable	
May 23, 2019	3:00 to 4:30 p.m.	Housing Roundtable	
May 23, 2019	3:00 to 4:30 p.m.	Finance Roundtable	