



## National Association of VOCA Assistance Administrators

The Peer-to-Peer (P2P) meeting for VOCA assistance administrators and staff is open. This event launching in March will be 100% virtual and a little bit different (bumper sticker for 2021: *it's a little bit different*). Historically, these P2P meetings have been a great learning, sharing, and growing experience for VOCA Assistance Administrators. Please use this [link](#) to register for cohort 1. Additional information about the virtual format for the P2P meetings follows.

### 2021 Peer to Peer Meetings

*In a relaxed space exclusively for VOCA assistance administrators, commiserate about challenges, share tools, and discuss solutions to some of the day-to-day functions for people overseeing VOCA formula awards.*

#### Virtual Adaptation:

A series of shorter meetings for up to 8 hours total per cohort; each week of the series will include a 90-minute online discussion to cover a unique subtopic based on the needs of the people who register.

As much as possible, each cohort should be a consistent group of people. Participants should agree to attend series meetings. After registration closes and the cohort determined, availability and commitment expectations will be decided.

#### Schedule/Launch of P2P Meetings:

A new virtual P2P series with a new cohort will launch in the months listed below. Once registration is finalized for each cohort, the P2P facilitator will work with the participants (likely through a survey) to determine dates/times for the 8 hours of virtual meetings. Each registrant is expected to self identify into the cohorts that are targeted to people with certain roles/responsibilities related to VOCA administration.

*Cohort one:* Open enrollment, first come, first served

#### *May*

*Cohort two:* Staff with primarily financial responsibilities (e.g. budgets, invoicing, financial audits)

*Cohort three:* Staff with primarily programmatic responsibilities (e.g. applications, site-visits, grant management)

#### *July*

*Cohort four:* Executive administrators with assignments of 2 or more federal grants and/or state programs

#### *October*

*Cohort five:* VOCA assistance administrators with no additional federal or state programs. These folks exclusively managing VOCA grants

*November*

*Cohort five:* New administrators (administrators working on VOCA for less than 12 months)

*April, June, September, December*

*Limited P2P Sessions:* One-time sessions with a pre-posted agenda for a 90 minute conversation about a set topic based on the interest of administrators. This session will be open to more people than the regular P2P meetings with cohorts.

**Number of Participants:** Participants will be the same for each pod and are capped at 20 people. With the exception of (6). The rolling P2P meetings can be open, registration can fluctuate, agenda can vary based on pressing interests of VOCA administrators.

**Registration Process:** Participants will register as they register for other P2P meetings for 1-5 pods. Pod 6 will be open registration.

**Resource Sharing:** A dropbox or google drive will be established (or NAVAA website) with resources provided by participants.

**For more information:**

grace beil call

[gcall@me.com](mailto:gcall@me.com)

206/755-8768