



OUTSIDE AGENCY ANNUAL TRAINING

June 28, 2019 - 10:00 a.m.

Pima County Housing Center
801 W. Congress

AGENDA

- | | |
|---|----------------------------------|
| 1. Welcome and Introductions | Ana Basurto |
| 2. OA Contract | Ana Basurto |
| 3. OA Committee | Ana Basurto |
| 4. Program Monitoring | Ana Basurto |
| 5. Reporting | Jennifer Felix |
| 6. Zoom Grants | Jennifer Felix |
| 7. Contract Budget & Budget Modifications | Ana Basurto |
| 8. Invoices | Melanie Puig/
Michael Seamans |
| • Invoice Checklist (see attached) | |
| • Fiscal Requirements / Back-up documentation | |
| • Invoices new format see attached) | |
| 9. Questions/Open Discussion | Everyone |