Office of Federal Programs Connections
Updated April 2021

Driving Factors	Support Teams	Key Team Focus Areas *	Members
Each Child, Our Future Office Strategic Plan Office Policies Office Inventory ESEA LEA Needs and Supports to Provide ED STEPS COVID Relief Programs	**SUPPORT TEAM:** Policy and Management Lead: Jeremy Marks	• CARES Act (ESSER Award and GEER Support): Overall Management • ED STEPS Ownership • Policy Setting, Procedures and Management • Office Inventory and Work Coordination • US Department Correspondence and Meetings • Grant Awards • Office Website, O Drive, CCIP • Internal and External Trainings and Conferences • Agency and External Relations • LEA Application Approvals	Team Members: • Jim Comeaux • Diane Neal • Morgan Brown • Scott May • Karen Auble • Candice Kerchner • Rachel Hand
	SUPPORT TEAM: Administration and Analysis Support Lead: Scott May	• ED STEPS Project Management • Systems Supports • Data Supports • Administrative Support • Inventory and Records Supports • Grant Management and Procurement Supports • Trainings (Internal and External)	Team Members: • Rachel Hand • Nina Pace • AP 1 Vacant
	SUPPORT TEAM: Well-Rounded Education Support Lead: Morgan Brown	• ED STEPS: Needs Assessments • COVID Relief Acts support (ESSER and GEER): Nonpublic and General Technical Assistance • Emergency and Safety-Related Grants • Nonpublic and Educational Options • Title IC: Migrant • Title III: English Learners • Title IV: Well-Rounded • Family and Community • LEA Support and Plan Reviews	Team Members: • Chantelle Carter • Rasha Hetata • Michael Crace • Lisa Huckins • Hearcel Craig
	SUPPORT TEAM: Planning and Programming Support	• ED STEPS: One Plan • COVID Relief Acts support: Planning and Uses and General Technical Assistance	Team Members: • Amy Hill • Matt Imperato

	Lead: Diane Neal	• Title IA: Disadvantaged • Title II: Educator Quality • Title V: Rural • Compliance Monitoring • Community School Connections • LEA Support and Plan Reviews	• Lilly Jamaleddine • Randy Richardson • Paul Preston • Jeff Tesnow
	SUPPORT TEAM: Allocations and Operations Support Lead: Jim Comeaux	• ED STEPS: Funding Applications • COVID relief Acts support: Allocations and General Technical Assistance • Title Allocations • Title I D: Neglected and Delinquent • Fiscal Requirements • Internal Grants Management Support • Internal and External Audits • Compliance Risk Factors • LEA Support and Plan Reviews	Team Members: • EPS Vacant • Jason Coleman • Daphne Rees • Philip Steffanni

And	**SUPPORT TEAM:** COVID Relief and Sustainability Support
	
	Lead: Karen Auble
		• COVID Legislation and Programs (ESSER and GEER): Overall Coordination and Management Support
		  • ESSER and GEER Application Development
		  • Contracts and External Coordination
		  • Monitoring and Oversight Coordination (Cross Offices)
		  • Provide cross-office collaboration, training and support
		  • Overall Technical Assistance coordination and application support and approval
		  • Assurances and Conditions
		• ED STEPS: General Support
		• Plan Support and Approvals
		• Office Responsibilities Integration and Sustainability (supporting cross office responsibilities)
			Team Members:
			• Beth Braun
			• EPS Vacant
			• EPS Vacant
			• EPS Vacant

**** The key focus areas do not represent the entire scope of the OFP responsibilities. All OFP assignments and projects are accomplished across the teams. All staff members take a lead role on the Inventory of Responsibilities***