

# Polycom® Grant and E-Rate Assistance Programs

## Team of Experts



### **Jeff Barlow**

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**Area Grant Manager (KS, MO, IL, KY, TN, MS, AL, FL, PR, VI)**

Jeff Barlow served 18 years working for the executive, legislative and judicial branches of Missouri State Government. As the Assistant Director of Administration and Budget with the Missouri Office of State Courts Administrator, he supervised grants, contracts, state and federal fiscal administration and budgeting for the Missouri Judiciary. Prior to working with the judicial branch, Jeff served as a Leadership Aide in the Missouri House of Representatives and was a Planner for the Department of Social Services-Research & Evaluation Unit where he tracked \$3.8 billion in annual appropriations and did Medicaid research. He holds a Bachelor of Arts in Political Science and Spanish from the College of the Ozarks in Southwest Missouri and a Masters in Public Administration from the University of Missouri-Columbia. He earned his Fellowship from the Institute for Court Management at the National Center for State Courts and has served as a national faculty for them and the Performance Institute in addition to teaching on grants nationally since 2001.



### **Elizabeth Burton**

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**National Director**

Elizabeth Burton has almost 20 years working with government and nonprofit organizations to develop projects in numerous markets that are supported by federal, state and local government grants. She previously administered over \$26 million in tax credit programs for the state of Missouri, and co-created the first training center on leadership, grants and other programs for the University of Missouri, Harry S Truman School of Public Affairs. Elizabeth is a nationally recognized expert and speaker on grant funding and administration and serves as a Senior Fellow with The Performance Institute in Washington, D.C. She has trained hundreds of organizations on grant writing and administration, including staff from the U.S. Department of Homeland Security, U.S. Department of Education, U.S. Department of Health and Senior Services, U.S. Department of Housing and Urban Development, and numerous state and local government agencies and nonprofit organizations. She is a peer reviewer for many federal and state grants, and has published numerous articles on grant funding. Elizabeth holds a masters degree in Public Administration and is certified as an Economic Development Finance Professional.



**Ron Graves**

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**Area Grant Manager (ND, SD, NE, MN, IA, WI, MI, IN, OH)**

Ron Graves is an Area Grant Manager for the Polycom Grant Assistance Program where he assists government and nonprofit organization in navigating the grant process. Ron has 10 years experience in the Development field with local and national not-for-profits and educational based fund raising, most recently as the Director of Development at Westminster College in Fulton, Missouri. As the Director of Development at a local NFP, Ron was the first to seek grant funding from the Federal Government, directing and assisting in grant proposals that resulted in funding in excess of \$500,000. Graduating from the University of Missouri in 1988 with a B.S. in Human Environmental Sciences, he has over 20 years of local volunteer efforts with youth sports and activities, the University and city commissions. He is married to wife Deborah and they have two sons, Matthew and Will.



**Andrew Knox**

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**Area Grant Manager (UT, AZ, CO, NM, OK, TX, AR, LA)**

Andrew Knox has been involved in distance education for over 18 years. He began his service with Texas A&M's Center for Distance Learning Research in 1994 as multimedia director and trainer, and is a certified secondary science teacher. In 1997, Andrew left Texas A&M to coordinate technical training and lead education marketing for VTEL Corp. Andrew returned to Texas A&M to pursue a master's degree in Adult Education, which he completed in 2006. Andrew currently serves as an Area Grant Manager for Polycom's Grant Assistance Program. He is an active member of the Texas Distance Learning Association, United States Distance Learning Association, and ISTE. Andrew's areas of research and career interest include technology integration for K-12 schools, human creativity, distance learning program development and change management.



**Laura Lundahl**

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**Area Grant Manager (AK, HI, WA, OR, CA, NV, ID, MT, WY, GU)**

Laura Lundahl has been working with nonprofits and government agencies since 1998, and currently serves Polycom as an Area Grant Manager. Laura is a nationally recognized grants expert, specializing in grant development, program evaluation, and reviewing federal and private proposals. Laura has extensive experience as a federal grant evaluator, serving as a Federal Panel Chair since 2007 for various agencies, including the Department of Health and Human Services and the Department of Justice, among others. Prior to joining Polycom, Laura served Seattle Pacific University as the Assistant Director for Grants, and worked as a consultant in philanthropic fund development. Laura graduated from Washington State University with a BA in Philosophy, and holds a Master's of Public Administration from Walden University. Laura has trained hundreds on grant and funding related topics, and is a national speaker with the Center for Nonprofit Success. Laura has been appointed the Washington State Representative for the Grant Professional Association.



**Bob Richter**

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**E-rate Consultant/Program Manager**

Bob Richter is an E-rate consultant and program manager for the Polycom E-Rate Assistance Program where he maintains compliance standards, and provides internal staff training and product eligibility lists. From 1996-2003, he was the Executive Director for Technical Services of the Hartford Public School System in Hartford, CT, and he had direct responsibility for all Universal Services Fund activity, achieving over \$35,000,000 in E-Rate funding for the school district. He also designed and implemented a 64 site converged voice, video and data network within the City of Hartford and Hartford Public Schools. From 2004-2009, Mr. Richter was the National E-Rate Program Executive for the IBM Corporation, supporting IBM teams and clients in the K-12 education industry in the east coast of the United States. He established the E-rate Center of Competence, which provided internal and external oversight for all E-rate activities. Bob served as a founding director for the E-rate Service Providers Association (ESPA), and is currently a member of the E-rate Management Professionals Association (E-MPA).



**Sam Steele**

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**E-rate Coordinator**

Sam Steele is Polycom's E-rate Program Coordinator with the Polycom E-rate Assistance Program. He brings a rich background in high-tech sales within the K-12 and higher education markets. Sam works closely with Polycom prospects, customers and service providers in reviewing Polycom solutions, as well as providing the education and overview of the E-rate program and processes. Whether you are a novice, or a veteran in working with E-rate, he is an excellent resource for helpful insight and can help navigate the various processes of E-rate. Sam works from his home office located in the north Pittsburgh suburb of Mars, Pennsylvania, and holds a Bachelor's Degree in Marketing and Computer Science, along with several technology certifications.



**Stephanie Steffen**

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**Area Grant Manager (ME, VT, NH, NY, MA, NY, RI, CT, NJ, DE, MD, PA)**

Stephanie Steffen is an Area Grant Manager for the Polycom Grant Assistance Program. She has extensive knowledge in the arena of grant management and closely monitors the grants landscape so she can transfer her knowledge to new and current customers who are looking to secure grants for telecommunications solutions. With a background in healthcare and project management, Stephanie's experiences include researching and implementing best practices in performance and process management. Stephanie graduated from Tulane University with a BA in Business Management and holds a Lean Six Sigma White Belt Certification.

## About Polycom

Polycom is the global leader in standards-based unified communications (UC) solutions for telepresence, video, and voice powered by the Polycom® RealPresence™ Platform. The RealPresence Platform interoperates with the broadest range of business, mobile, and social applications and devices. More than 400,000 organizations trust Polycom solutions to collaborate and meet face-to-face from any location for more productive and effective engagement with colleagues, partners, customers, and prospects. Polycom, together with its broad partner ecosystem, provides customers with the best TCO, scalability, and security—on-premises, hosted, or cloud delivered.

For more information, visit [www.polycom.com](http://www.polycom.com), call 1-800-POLYCOM, or contact your Polycom sales representative.

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