



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

 **Office of Child Care**

# 2025 State and Territory CCDF Administrators Meeting (STAM)

**July 22–24, 2025**

**Hyatt Regency Reston  
Reston, Virginia**



## STAM Companion Tool

### How to Use This Tool

This tool is designed to help you, and your team capture the ideas and information you gather at STAM to support implementation of Child Care and Development Fund Program. You can use this tool to identify STAM sessions related to topics of interest and contact information.

| Session Information                  | Session Notes                          |
|--------------------------------------|--|
| Title:                               | Key Insights:                          |
| Speaker:                             | CCDF Flexibilities and New Ideas:      |
| OCC National Center or Organization: | Action Items and Resources to Explore: |
|                                      | Contacts and Potential Collaborations: |

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## Next Steps

As you prepare to return to your offices, it is essential to start thinking about the practical steps you will take to implement the changes and insights gained during STAM. Begin by outlining your top priorities and developing a clear action plan. Here are prompts to guide your planning.

| Plenary Topic        | Notes (Insights, Questions, and Next Steps) |
|----------------------|---|
| P-1: Keynote Address |   |

| Plenary Topic                                       | Notes (Insights, Questions, and Next Steps) |
|---|---|
| P-2: Innovative Approaches to Driving Quality       |   |
| P-3: Artificial Intelligence in CCDF Administration |   |
| P-4: Showcase of TA and Research Resources          |   |

## Final Reflections

At the end of STAM, take some time to debrief your experience and compile notes with your team. Use this section of the tool to prioritize action items and develop a plan for when you return to your Lead Agency.

What are the top priorities you identified for implementation?

Use this section to think about the next steps.

| Priority | Next Steps | People Who Can Support | Key Questions to Answer |
|----------|------------|------------------------|-------------------------|
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