



Administration for Children and Families

Office of Community Services
Division of State Assistance

CSBG Model State Plan: Major Revisions

June 8, 2:30 pm to 4:00 pm

Office of Community Services and
National Association for Community Services Program



Presenters

National Association for State Community Services Programs

David Knight, CSBG Director

Office of Community Services

Jeannie Chaffin, Director

OCS Division of State Assistance

Seth Hassett, Director

Jonna Holden, Program Manager



What you need for this Webinar

1. May 20 CSBG Dear Colleague Letter: “Model State Plan Revision: OMB Clearance and 30-Day Comment Period”
 - Attachment A: Summary of Major Public Comments and OCS Response
 - Attachment B: Revised CSBG Model State Plan
 - Attachment C: Draft State Accountability Measures
2. Access to web-ex to submit comments/questions
3. Optional: Previous draft of the CSBG Model State Plan (published January 29 under the CSBG Dear Colleague Letter: “Model State Plan Revision: Open Comment Period”)



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Agenda

- Background
- Summary of major revisions to the CSBG Model State Plan
- Next steps and technical assistance
- Questions and answers



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Background



Revised Model State Plan

- Revised and automated CSBG Model State Plan
 - Incorporates the 3 performance management efforts
 - Accessible on the ACF Online Data Collection System (OLDC)
 - Minimizes burden, increases efficiency, improves data analysis
- Will integrate with the CSBG Annual Report
- OMB Clearance expected summer 2015
- New state plan used for applications due Sept. 1, 2015 (for FY 2016)



Automation and Analysis Opportunities

Automation:

- First year investment of time for a long term benefit
- Automated responses (e.g. system-generated tables and calculations)
- Validation system identifies missing information
- CSBG administrators (state and federal) can focus on substance, not administrative tasks

Data analysis:

- Greater access to data across the CSBG Network
- Data will integrate with the CSBG Annual Report
- The Network can use data better to inform management decisions and promote continual program improvement



How Far We've Come...

- Fall 2014: Drafted new version of the CSBG Model State Plan in collaboration with state agency workgroup and NASCSP
- January 29, 2015: Published Draft CSBG Model State Plan
- January 26 – March 27: 60 Day Paperwork Reduction Act (PRA) comment period
 - 21 sets of comments submitted through the PRA system
 - Dozens of informal comments during 4 webinars and NASCSP Mid-Winter Conference
- May 20: Published revised CSBG Model State Plan
- May 22: Start of the 30 Day PRA comment period



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Summary of major revisions to the CSBG Model State Plan



Major Revisions

1. Statewide vision and goals
2. State reporting on CSBG eligible entity serious deficiencies
3. Section 14: Programmatic Assurances
4. Timeline for state distribution of CSBG funds to eligible entities
5. Estimated Paperwork Reduction Act (PRA) burden
6. Annual assessment of CSBG eligible entities on organizational standards
7. Quality Improvement Plans (QIPs) and Technical Assistance Plans (TAPs)
8. FY 2015 – 2016 state plans (Submission of new FY16 plan elements for states that submitted a two year plan in FY15)
9. State accountability measure on overall satisfaction



Statewide Vision and Goals

Revision: Changed terminology from “vision and goals” to “goals and strategies” and clarified that these refer to state administration of CSBG and not local activities

MSP: Section 3, question 3.2

State accountability measure: 1Sa(i)



1. Statewide Vision and Goals

Previous Version:

3.2. State Plan Vision and Goals: Describe the State's vision (which encompasses the use of CSBG) and CSBG-specific goals under this State Plan.

Revised Version:

3.2. State Plan Goals: Describe the State's CSBG-specific goals for State administration of CSBG under this State Plan.



Revised Accountability Measure 1Sa(i)

During the performance period...

The State's Community Services Block Grant (CSBG) State Plan included **CSBG-specific goals and strategies** for State administration of CSBG



Revised Accountability Measure 1Sa(i)

- Goals are related to statewide administration of CSBG
- Strategies are activities that support specific goals and are related to the content areas of the Model State Plan.



Revised Account. Measure 1Sa(i) - Examples

Data Systems

- Goal: All eligible entities are using a statewide data system by 2017
- Strategies: Allocation of discretionary/remainder funds for IT purchases and/or data system training and technical assistance for eligible entities. (As detailed in Sec. 7, Use of Funds, and Section 8, training and technical Assistance, respectively.)

Workforce systems

- Goal: Increase workforce system opportunities for CSBG participants
- Strategies: Collaborate with State workforce partners to participate in a Workforce Innovation and Opportunity Act Combined State Plan (as described in Sec. 9 of the State plan) and/or distributing articles on workforce opportunities as part of a communication plan (described in Sec. 9).

Organizational Standards

- Goal: Support eligible entities in meeting all organizational standards
- Strategy: Targeted training and technical assistance (as described in Sec. 8).



2. State Reporting on CSBG Eligible Entity Serious Deficiencies

Revision:

- Removed the term “serious deficiency” from the state plan and accountability measures;
- Revised question now asks for total number of QIPs, not for list of individual entities with serious deficiencies
- OCS will collect corrective action information on individual entities in a separate state report, cleared through OMB

MSP: Section 10, question 10.5

State accountability measures: 4Sa(iii) and 6Sb



State Reporting on Serious Deficiencies

Previous Version

10.5 Serious Deficiencies: In the table below, include each eligible entity that has one or more unresolved serious deficiencies as of the date of the submission of the State Plan. Include all the information requested on the table.

Eligible Entity	Serious Deficiency or deficiencies	Is the entity on a Quality Improvement Plan?	Are any of the deficiencies related to organizational standards?	Expected resolution data
Drop down choices from 4.1	Please describe – text	Yes/No	Yes/No	Date picker
ADD a ROW function Note: you will be able to add as many rows as needed				



State Reporting on Serious Deficiencies

Revised Version

10.5. Quality Improvement Plans (QIPs): How many eligible entities are currently on Quality Improvement Plans?



3. Section 14: Programmatic Assurances

Revision:

- Revised section 14 to use exact statutory language (Section 676(b) of the CSBG Act)
- Created more questions in Section 9, “Linkages and Communication,” that correspond to required elements from state plan section 14

MSP: Section 14 (in entirety); Section 9, questions 9.1-9.7

State accountability measure: n/a



4. Timeline for State Distribution of CSBG Funds to Eligible Entities

Revision:

- Revised state distribution timeframe to encompass the entire state process (starting from after the federal award, not after state authority)
- Added a question to allow states to describe state procedures that may not technically meet the 30 day time frame but still effectively make funds available on an ongoing basis

MSP: Section 7, questions 7.3 and 7.4

State accountability measure: 2Sa



Distribution of Funds – Previous Version

7.3. Contracts: Describe the contracting mechanism and timeframe the State uses to distribute funds to the eligible entities.

7.4. Must the State get State legislative approval (annually or more frequently) or other types of administrative approval before distributing 90 percent funds to eligible entities? Y/N

7.4a. If yes was selected, how many business days does this process generally take?

7.4b. Please describe the approval process.

7.5. Distribution Timeframe after State Authority: After getting State authority, the State expects to make funds available to eligible entities within how many calendar days?

7.5a. Please describe the process.



Distribution of Funds – Revised Version

7.3. Distribution Process: Describe the specific steps in the State's process for distributing 90 percent funds to the eligible entities and include the number of days each step is expected to take; include information about State legislative approval or other types of administrative approval (such as approval by a board or commission).

7.4. Distribution Timeframe : Does the State plan to make funds available to eligible entities no later than 30 calendar days after OCS distributes the Federal award? Y/N

7.5a. If no, describe State procedures to ensure funds are made available to eligible entities consistently and without interruption.



Revised Accountability Measure 2Sa

During the performance period...

The State made funds available to eligible entities within 30 calendar days after the Federal award was provided, or consistently and without interruption.



5. Estimated Paperwork Reduction Act (PRA) Burden

Revision: Revised burden estimate from 10 hours to 33 hours per state plan (a 3 year average) to account for planning and implementation of new automated state plan

MSP: n/a

State accountability measure: n/a



6. Annual Assessment of CSBG Eligible Entities on Organizational Standards

Response:

- No change to the Model State Plan
- A form of annual assessment of organizational standards is critical to the success of the new CSBG performance management framework
- OCS is committed to supporting states and eligible entities in implementing the standards, as described in [IM 138](#), “State Establishment of Organizational Standards for CSBG Eligible Entities”
- OCS and OCS-funded TA providers will support states in finding solutions that work for the unique conditions of each state

MSP: Section 6

State accountability measure: n/a



7. Quality Improvement Plans (QIPs) and Technical Assistance Plans (TAPs)

Revision: In order to clarify terminology, revised the MSP by simplifying the questions and accountability measures; We are not defining the terms beyond the CSBG Act

MSP: Sections 6, 8 and 10, questions 8.1, 8.2, 10.5, 10.6, and 11.2

State accountability measure: 4Sa(iii), 4Sc, 6Sb



Quality Improvement Plans (QIPs)

Sect. 678C of the CSBG Act: *Corrective Action; Termination and Reduction of Funding*

678C(4)(A): “at the discretion of the State (taking into account the seriousness of the deficiency and the time reasonably required to correct the deficiency), allow the entity to develop and implement, within 60 days after being informed of the deficiency, a **quality improvement plan** to correct such deficiency within a reasonable period of time, as determined by the State.”



Account. Measure 6Sb – **Previous Version**

During the performance period...

The State had in place

- (i) Technical assistance plans (TAPs) for all assessed eligible entities with unmet standards that could be resolved within one year; and
- (ii) Quality Improvement Plans (QIPs) for all assessed eligible entities with serious deficiencies in meeting the state-adopted organizational standards.



Account. Measure 6Sb – Revised Version

During the performance period...

The State had in place Technical Assistance Plans (TAPs) and/or Quality Improvement Plans (QIPs) for all eligible entities with unmet standards.

Footnote: If the State, according to the State's corrective action procedures, does not plan to put a QIP in place for an eligible entity with one or more unmet organizational standards, the State should institute a TAP to support the entity in meeting the standard.



8. States with FY 2015/2016 State Plans

Revision: OCS will provide technical assistance to these 13 states to submit at least baseline performance management information in FY 2016

MSP: Section 1 and approximately 20 other data elements throughout the plan

State accountability measure: Most measures



9. State Accountability Measure on Overall Satisfaction

Revision: Included a new overall grantee satisfaction measure

MSP: Section 3, question 3.5

State accountability measure: 8S

Resource: Appendix 4: *American Customer Satisfaction Index and CSBG Accountability* (in the draft IM on “State and Federal Accountability Measures and Data Collection Modernization,” see [CSBG Dear Colleague Message, January 27, 2015](#))



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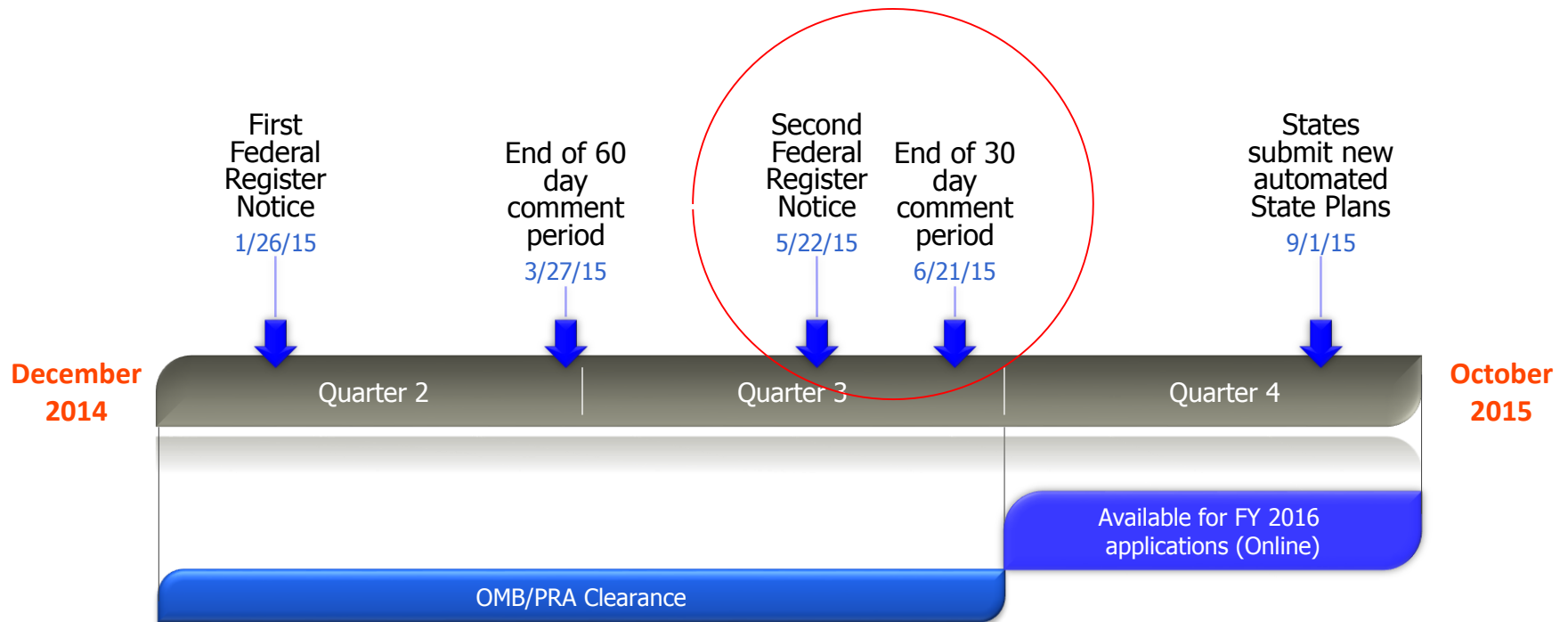
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Next Steps and Technical Assistance



Model State Plan (Automated) FY 2015





Next Steps

- Training and technical assistance to states, including assistance to 13 states on 2 year FY 2015-16 plans
- Online systems testing and completion
- OMB final approval of automated CSBG Model State Plan
- State access to state plan on ACF's Online Data Collection (OLDC) system
- Publication of final Accountability Measures IM
- ACSI workgroup



Training and Technical Assistance

- Systems training on OLDC – webinar(s)
- Publication of FY 2016 state plan submission guidance
- FY 2016 state plan submissions webinar
- Targeted outreach to 13 states on 2YR plans



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A magnifying glass with a black handle and a silver rim is positioned over the text. The lens is focused on the word "QUESTIONS".

QUESTIONS And Answers