

Orientation to the Division of Community Assistance (DCA) Community Service Block Grant (CSBG)

2017 NASCSP Spring Training Conference

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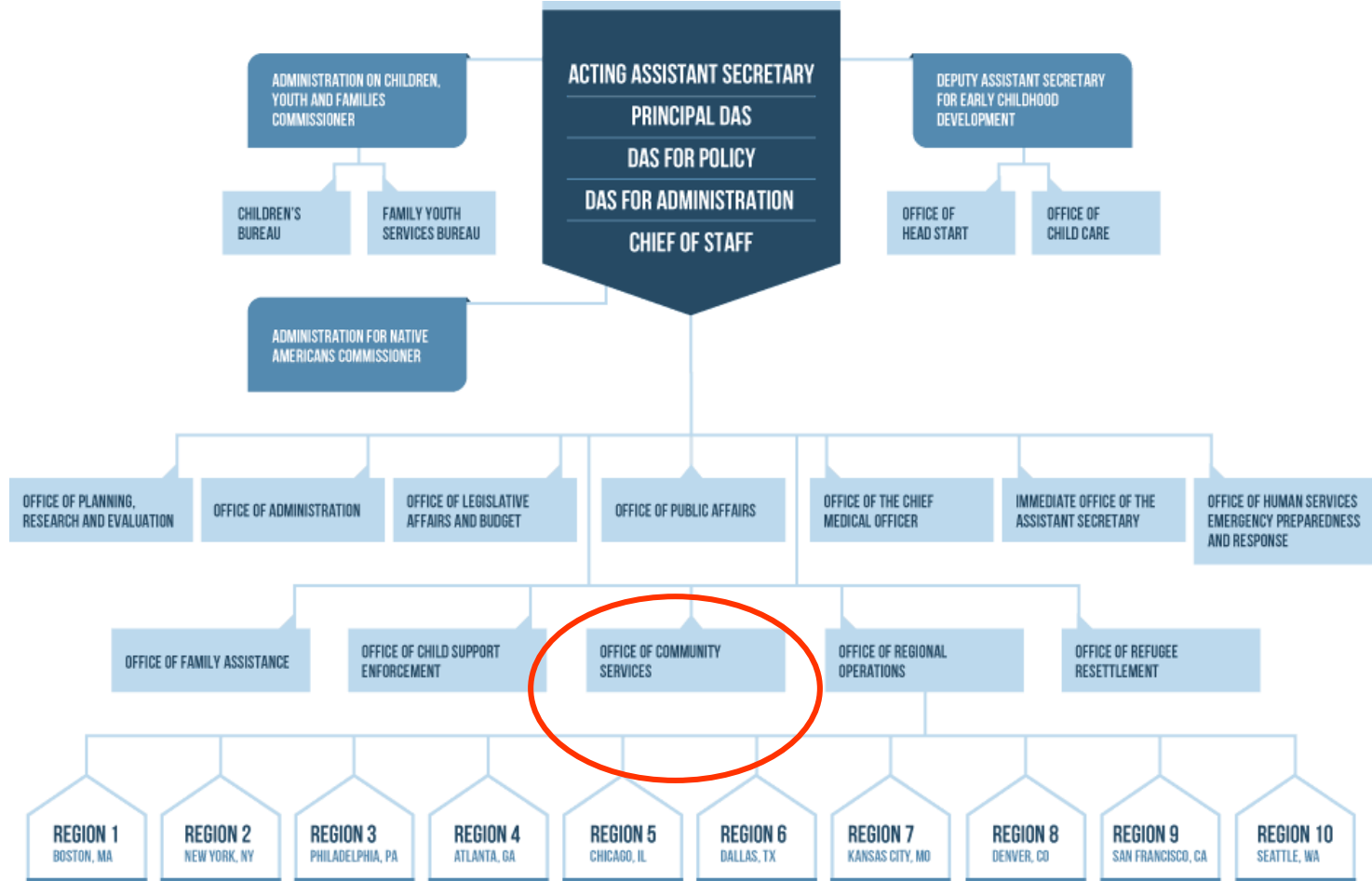


ADMINISTRATION FOR
CHILDREN & FAMILIES

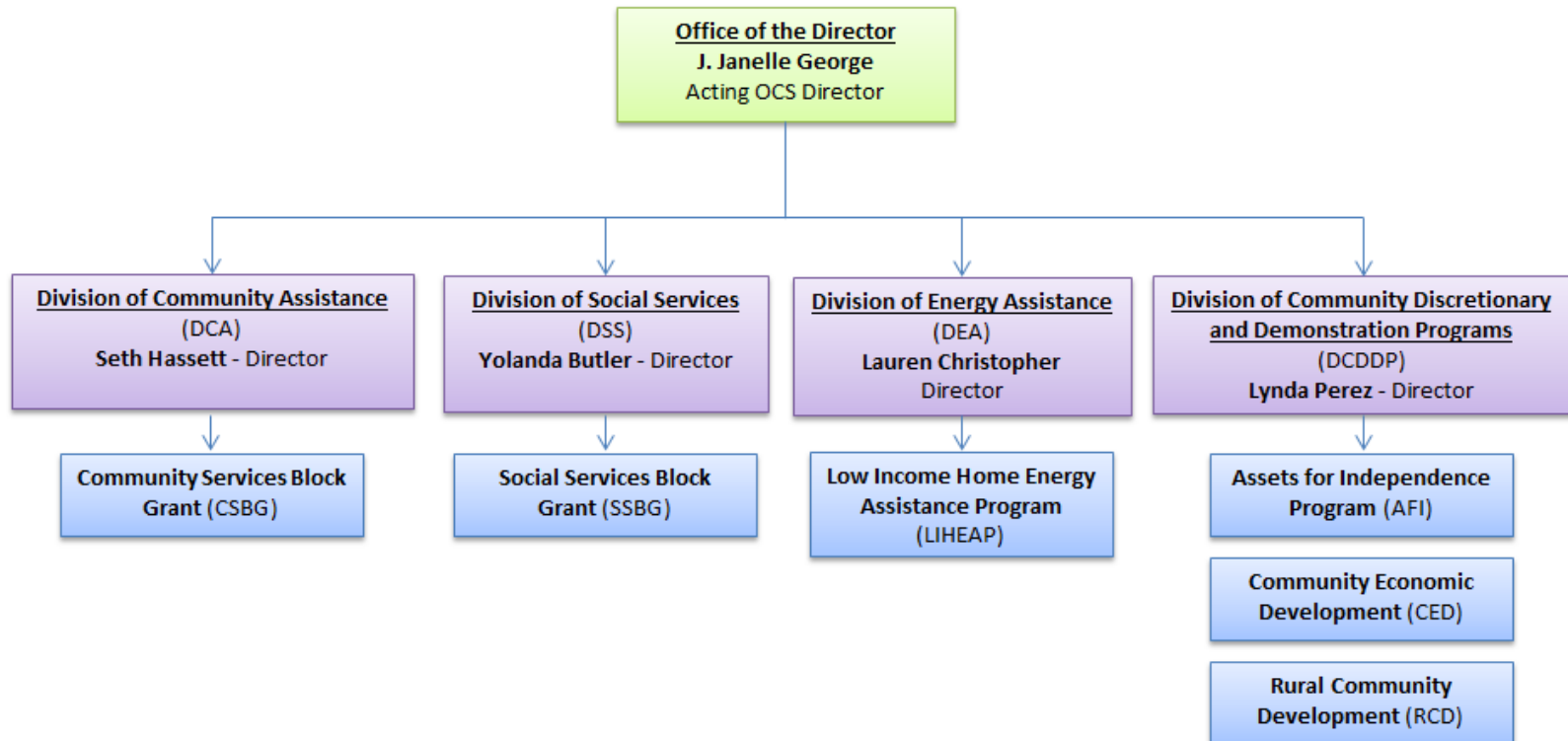
Agenda

- **OCS staff update**
- **The Division of Community Assistance (DCA)**
- **Community Service Block Grant (CSBG)**
 - CSBG Performance Management Update
 - Training and Technical Assistance
 - Federal and State Monitoring
 - Partnerships
- **Financial Operations & Accountability Branch**
 - State Assessments

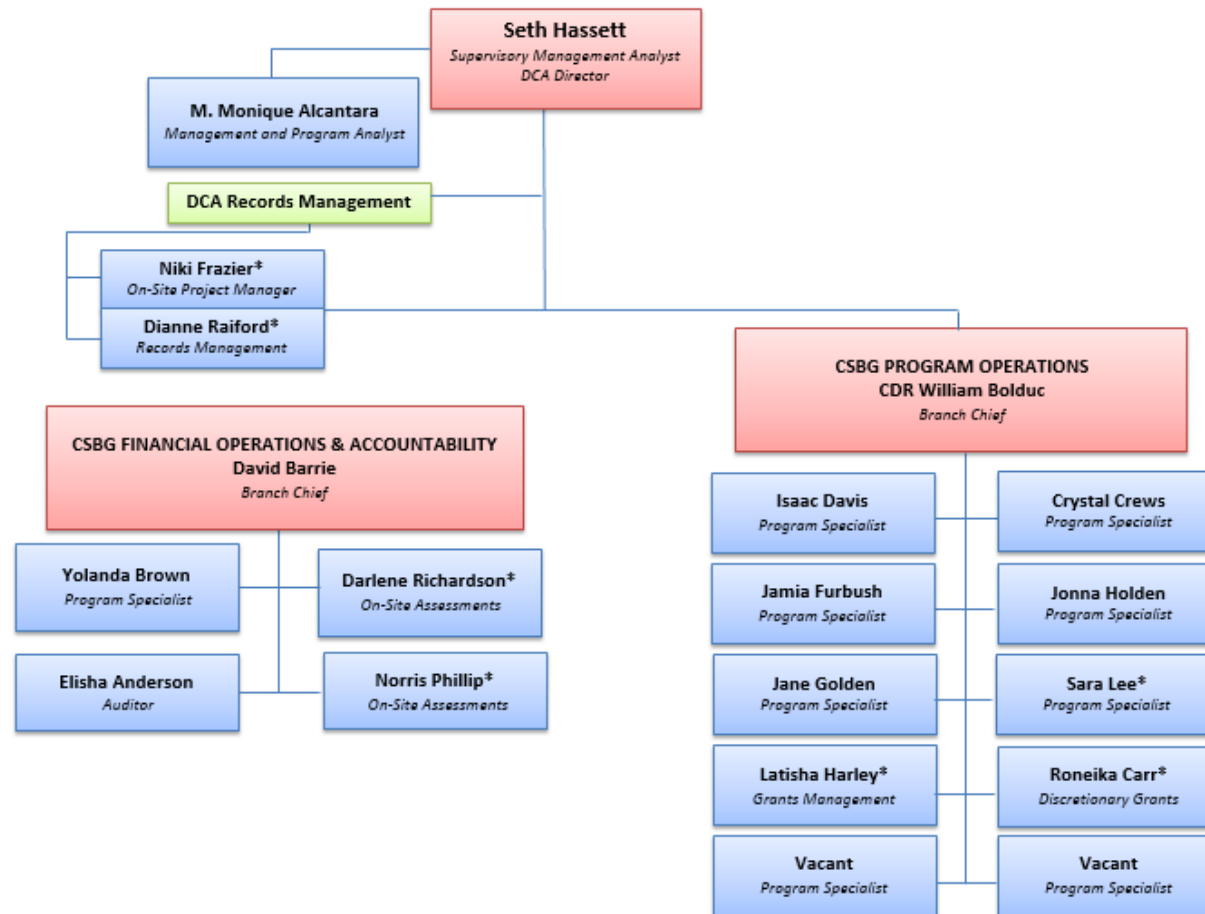
Administration for Children and Families (ACF)



The Office of Community Services (OCS)



Division of Community Assistance (DCA)



New Year. New Structure. One Division.

DCA Functions

- Review and accept annual state and Tribal CSBG plans
- Oversee training and technical assistance grants and contracts
- Communicate with and update the Network on CSBG initiatives
- Monitor and assess state CSBG implementation
- Develop CSBG performance measurement and reporting procedures and systems
- Assist states with Federal review and complaint processes

What to Expect from DCA

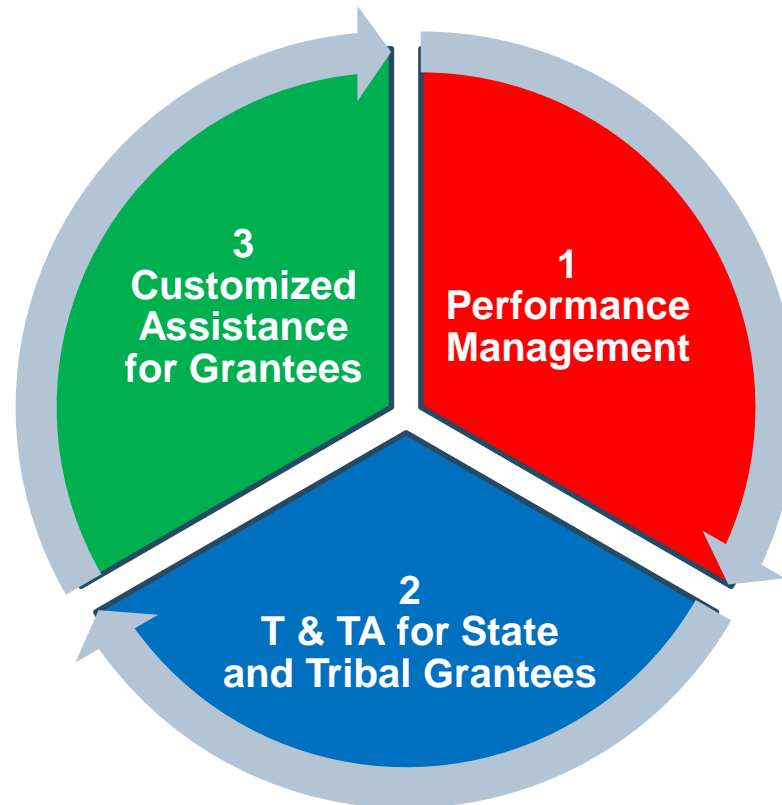
- **Quarterly Calls with States and RPICs**
 - Building relationships with OCS and peers
 - Brainstorming ideas and improving processes
 - Identifying and addressing concerns
 - Networking opportunities
 - Webinars
- **Enhanced Technical Assistance Efforts**
- **Regular Communication**
 - Sharing best practices and outreach information
 - Updates via Dear Colleague Letters and Information Memoranda
- **Site Visits for State Assessments**

Community Service Block Grant (CSBG)

CSBG Functions

- Review and accept annual state and Tribal CSBG plans
- Review and accept state Annual Reports
- Oversee training and technical assistance grants and contracts
- Communicate with and update the Network on CSBG initiatives
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CSBG Program Operations Areas



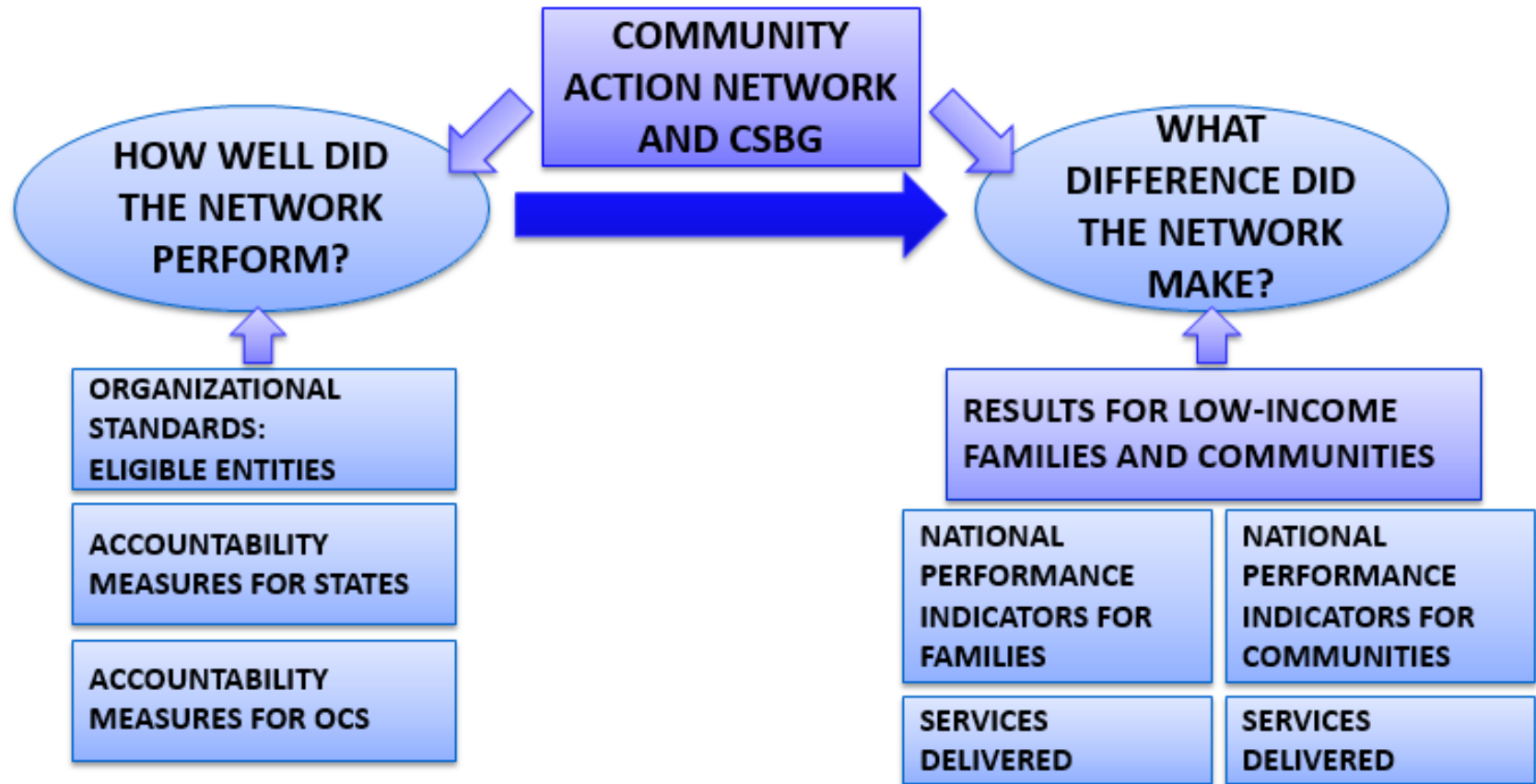
CSBG Key Area 1: Performance Management

- State and Tribal Plan Submission and Review Process
- Performance Management Framework Implementation
 - ROMA Next Generation
 - Annual Report submission and review process
 - ACSI Survey implementation
- Data Analysis
 - Helping states and Tribes analyze and interpret data for continuous improvement

CSBG Performance Management Vision

- Takes an inclusive, multi-pronged approach
- Provides accountability at 3 levels (local, state, Federal)
- Ensures efficiency and effectiveness
- Incorporates extensive input from the CSBG Network
- Demonstrates stronger results for low-income families and communities nation-wide

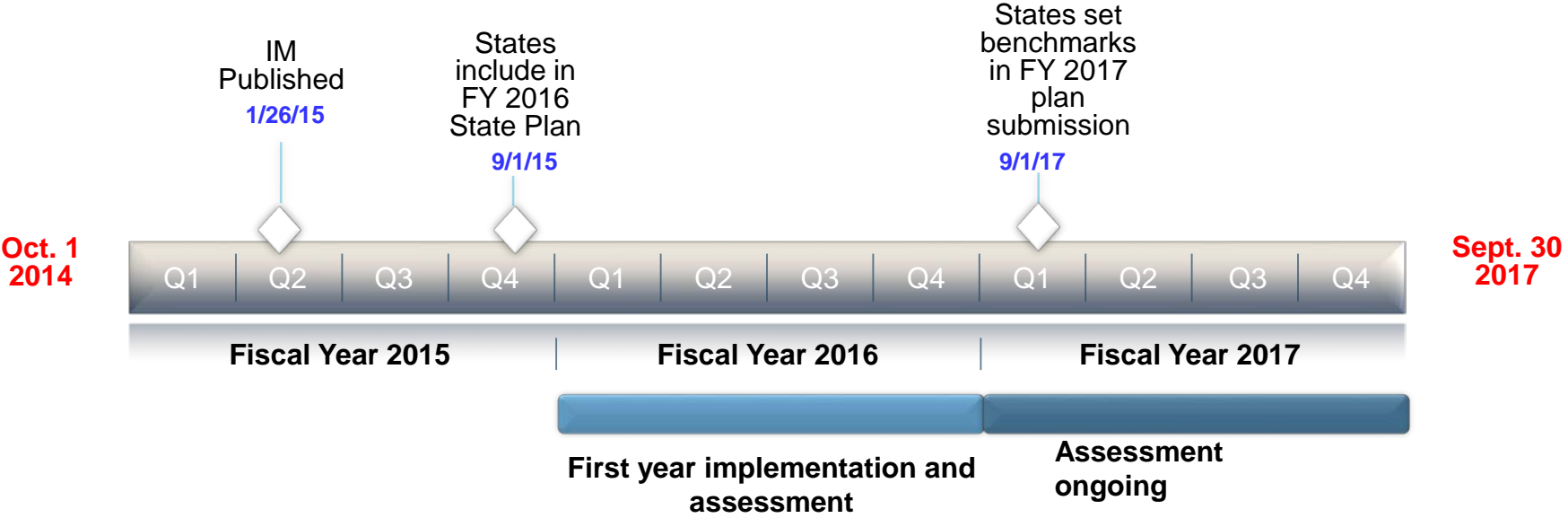
Measuring the Success of Community Action and CSBG



Organizational Standards

- A system to ensure CSBG-eligible entities have appropriate organizational capacity to serve low-income families and communities
- Developed by the Organizational Standards Center of Excellence (COE) with key stakeholders
- Assessed at state and local levels; reported to OCS in State Plans and Annual Reports
- Detailed in [IM No. 138](#) released on January 26, 2015
- Implementation year: FY 2016

CSBG Organizational Standards for Eligible Entities Timeline



State and Federal Accountability Measures

- Two sets of measures - for state agencies and OCS - to track performance in critical areas
- Developed by the Urban Institute and OCS, with extensive CSBG Network input
- Detailed in IM No. 144 released on October 2, 2015
- Implementation tools: Revised Model State Plan and annual report
- Implementation year: FY 2016

Accountability Measures Categories

For States

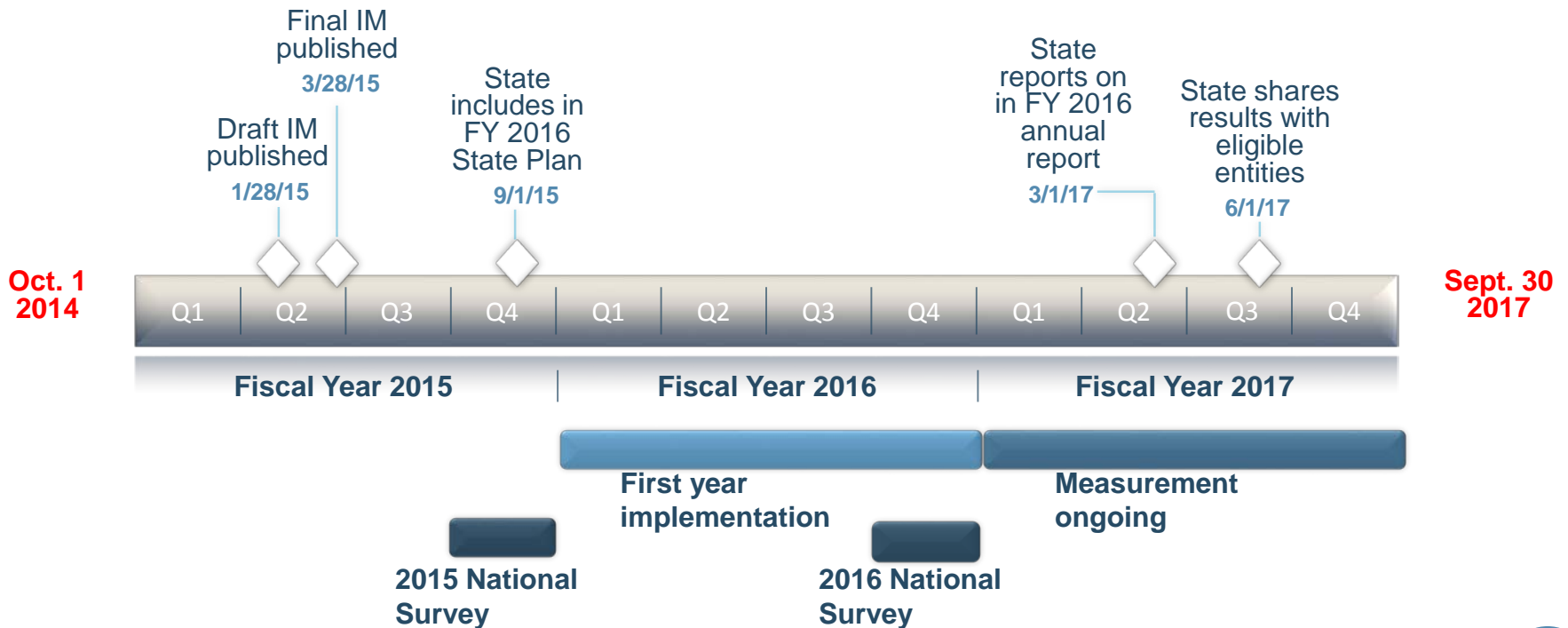
- State plan development
- Distribution of funds
- Use of remainder/discretionary funds
- Grantee monitoring and corrective action
- Data collection, analysis, and reporting
- Organizational standards for eligible entities
- State linkages and communication

For OCS

- State plan review and acceptance
- Distribution of funds
- Grant monitoring and corrective action
- Data collection, analysis, and reporting
- Organizational standards
- Training and technical assistance
- Communications
- Grantee satisfaction

Both State and Federal measures include measures for customer satisfaction/feedback

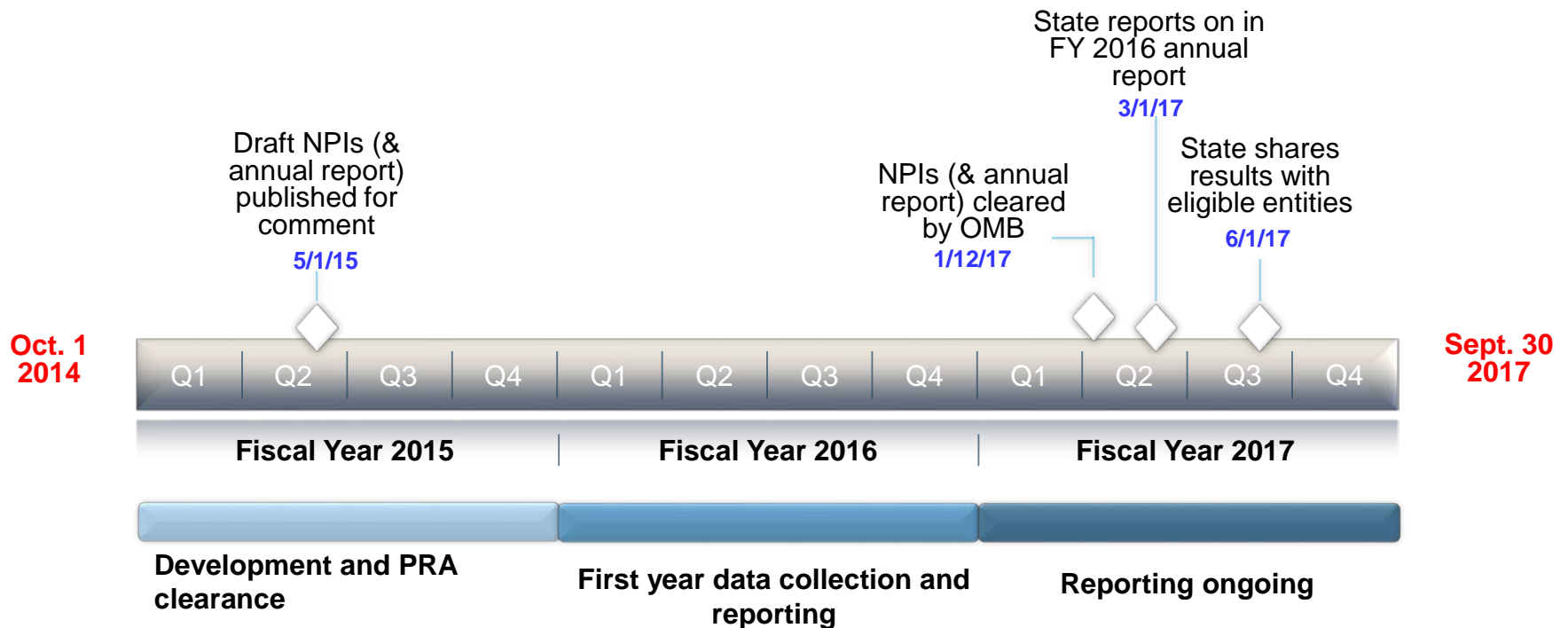
State and Federal Accountability Measures Timeline



Results Oriented Management and Accountability System (ROMA) Next Generation (NG)

- Revised set of National Performance Indicators (NPIs) to measure impact of CSBG
- A system for quality improvement to allow the network to measure, analyze and communicate performance
- Developed by the ROMA NG Center of Excellence
- Final NPIs: January 2017
- Implementation tools: Revised Annual Report
- Implementation year: FY 2017
- Included in first Annual Report: 3/31/2018

National Performance Indicators (ROMA NG) Timeline



CSBG Model State Plan Cycle

- Information Memoranda (IM) 140 and 141 informed States, Tribes, and Territories of Fiscal Year (FY) 2016 CSBG application requirements;
- In FY '16, OCS' OMB-approved Model State Plan was automated and made available to States; and
- OCS completed the Full CSBG State Plan Review/acceptance process in March 2016

FY 16 CSBG Model State Plan Cycle – New Features

- OMB-Cleared automated application in OLDC
- Enhanced technical assistance from OCS team
 - OLDC access
 - Webinars; Tips and Tricks session; FAQs
- Organizational Standards planning initiated
- Review Tool/Initial feedback from OCS

New CSBG Annual Report

- OMB-Cleared Module 1 – State Administration section - in OLDC: January 12, 2017
- Online data collection for FY 2016 annual report
- Auto-populated sections from the CSBG Model State Plan
- Modules 2-4 entered in the Information Systems (IS) Access Database
- Module 1 launch: March 2, 2017
- Submission deadline: April 7, 2017
- Detailed in [IM No. 152](#) released on January 20, 2017

CSBG Key Area 2: T/TA for State and Tribal Grantees

- **Direct Technical Assistance to State and Tribal Grantees**
 - Responding to Policy Questions
 - CSBGStates@acf.hhs.gov;
CSBGTribes@acf.hhs.gov
 - Hosting Quarterly Conference Calls w/all Grantees
 - Providing Grantee Consultations at National Meetings
- **Oversight of National TA Cooperative Agreements and Grants**
- **RPIC Grantee Lead Coordination**

Current CSBG Training and Technical Assistance Projects

- **Cooperative Agreements**
 - State and Eligible Entity Technical Assistance Services (SEETAS)
 - Nationwide Performance Management System Development and Data Collection, Analysis and Reporting for CSBG
 - CSBG Legal Training and Technical Assistance
 - Organizational Standards Center of Excellence
 - CSBG Learning Communities Resource Center
 - Regional Performance and Innovation Consortia (RPIC)
- **Contract**
 - CSBG Tribal Technical Assistance

CSBG Key Area 3: Customized Assistance for Grantees

- State and Eligible Entity Technical Assistance Services (SEETAS)
- State Assessments
- Request for Federal Review Process and Management of IM No. 116 and Federal Complaints
- Follow Up Topical Conference Calls/Webinars (in part, developed based on data from State Plan and Annual Report Cycle)

Monitoring Procedures and Tools – Regular CSBG

- **CSBG Monitoring Checklist (IM No. 102)**
- **State Assessments – Sample of States**
 - Desk
 - On-Site

CSBG Monitoring Infrastructure

Federal Monitoring

- Annual review of State CSBG Plans to assure compliance with statutory requirements
- Statutorily Required State Assessments
- Risk Assessment of States
- Ad Hoc Financial Monitoring – Review of Audit Results
- Review of State Corrective Action Plans
- Other reviews as appropriate to assure program integrity

State Monitoring

- Annual review of eligible entity needs assessments and plans
- Statutorily Required Full Onsite Review of Eligible Entities – At least once every 3 years
- Onsite review of newly designated entities
- Follow-up reviews with eligible entities that fail to meet the goals, standards, and requirements established by the State
- Other reviews as appropriate

State Assessments

- **OCS Will Evaluate:**
 - Compliance to CSBG Statute and Federal Regulations
 - State Monitoring of Eligible-Entities
 - Federal Reporting of CSBG Program and Financial Data
 - Internal Policies and Procedures

DCA CSBG Financial Operations & Accountability Branch (FOAB)

CSBG FOAB: What We Do



CSBG FOAB: State Assessments

By Statute, OCS is required to evaluate the administration of CSBG in several states (i.e.; state monitoring, Tripartite Board compliance, and fiscal controls.)

State Assessments are also a means by which we gather information on practices and strategies that grantees and eligible entities have successfully used to implement and execute programmatic and administrative efforts.

CSBG FOAB: Technical Assistance, Federal Reviews, Financial Operations Support, and Follow-up

By Statute, OCS is required to provide Training and Technical Assistance to assist States with activities related to CSBG.

Financial Operations Support - Audit Resolution, Office of Inspector General (OIG) and Program Operations.

Follow-up on prior year State Assessments.

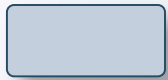
By Statute, OCS is required to conduct Federal Reviews upon request.

CSBG FOAB: Practices and Strategies Used

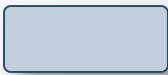
- ✓ Robust Risk Assessment for Monitoring - Using Single Audit and Program data to determine the frequency and/or priority of State monitoring.

- ✓ Web – based portal for Tripartite Board Training
- ✓ Web – based system for communication with entities and draw request.

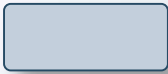
CSBG FOAB: Current Initiatives



Performance Monitoring through State and Federal Accountability Measures (IM No. 144)



Enhancements to the State Assessment Monitoring Tool



Implementation of data analytics related to Financial Ratios



Thank you