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## ***Community Services Block Grant***

### ***Dear Colleague Letter***

U.S. Department of Health and Human Services  
Administration for Children and Families  
Office of Community Services  
Division of Community Assistance  
330 C Street, S.W., 5th Floor  
Mail Room 5425  
Washington, DC 20201  
<http://www.acf.hhs.gov/programs/ocs/programs/csbg>

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**Re: OCS Support for Conference  
Attendance FY 2017**

**Date: January 18, 2017**

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Dear Colleagues:

The federal Office of Community Services (OCS) would like to encourage all State Community Services Block Grant (CSBG) Administrators to attend the 2017 National Association of State Community Services Programs (NASCSPP) Spring Training Conference on March 27-31 in Arlington, Virginia. The week-long conference will provide three training opportunities:

- 1) **March 27-28, 2017:** The **CSBG Orientation** will offer a plethora of useful tools, updates, and information for anyone who administers CSBG.
- 2) **March 27-28, 2017:** The **CSBG Monitor's Training** is designed to improve monitoring within the CSBG network. The two-day training will provide an overview of a systems approach to monitoring and include an in-depth review of monitoring standards; a brief history of CSBG; the tri-partite Board; a discussion about the nature of nonprofits vs. the nature of State government; and an introduction to fund accounting, internal controls, and fiscal accountability. The training will enable participants to develop an action plan for improving their current monitoring tools and processes.
- 3) **March 29-31, 2017:** The **Core Training Conference** track will focus on HHS CSBG initiatives. It will also highlight best practices related to anti-poverty efforts, performance management, and performance measurement. Sessions will include updates on ROMA Next Generation; Organizational Standards; State and Federal Accountability Measures; and a discussion with the Office of Community Services about their vision for the future of the Network.

The NASCSPP Spring Training Conference will place a strong emphasis on equipping state CSBG administrators with the vital tools and resources needed to enhance their oversight of CSBG. Conference participants will be provided with the most recent information and guidance on the proposed CSBG Annual Report, a part of the enhanced performance management framework for CSBG. As states are responsible for collecting data from eligible entities, it is imperative that state administrators get first-hand knowledge and understanding of what will be expected of them and the eligible entities so they are well prepared for the new reporting requirements.

OCS staff will provide critical information regarding State Plan development and reporting, performance management, and state accountability measures during conference sessions in the Orientation, Monitor's Training, and Core Training Conference. In addition to conference sessions, OCS will provide one-on-one consultations with State Offices. To schedule a consultation, please contact [rthomas@nascsp.org](mailto:rthomas@nascsp.org).

OCS will present the sessions listed below during the Core Training Conference. These sessions will address both the performance management framework and the CSBG Annual Report:

**Office of Community Services (OCS) Federal Perspective**

Participants will hear updates about a number of important initiatives such as the Monitoring Work Group, including updates on OCS monitoring tools; federal accountability measures; the second ACSI process; State T/TA plans; OCS priorities; and the Building Evaluation Capacity in CSBG project led by the Urban Institute.

**Moving Forward with the Performance Management Framework and ROMA Next Generation**

This session will focus on the elements of performance management including the State Plan, State Accountability Measures, and the Theory of Change. Guidance and materials will be provided on items such as providing feedback to CAAs in meeting ROMA goals and how to assist CAAs in reporting on community measures.

**The State of CSBG Data Submission**

This session will focus on the current state of CSBG data collection and reporting, providing information on what to expect for FY17 data submission and focus on the development of NASCSP tools to help us make meaning of data.

In light of this increased focus on performance management for CSBG, we hope all State CSBG administrators will attend this conference as we continue our national dialogue on accountability. For more information, please visit the [NASCSP 2017 Spring Training Conference website](#).

Sincerely,

Jeannie L. Chaffin  
Director  
Office of Community Services