

CSBG DATA, ANALYSIS, AND TECHNICAL ASSISTANCE (DATA) TASK FORCE WEBINAR

Thursday, March 29, 2018

2:00-3:30pm ET



Meeting Goals

- **Discuss work completed to date**
- **Discuss subcommittees, their role, work, and next steps**
- **Provide this group with updates**

Agenda

2:00 p.m. – 2:05 p.m.	Welcome
2:05 p.m. – 2:10 p.m.	Introduce new members
2:10 p.m.—2:25 p.m.	Work to Date
2:25 p.m. – 2:50 p.m.	Sub-committee discussion
2:50 p.m. – 3:20 p.m.	Updates
3:20 p.m. – 3:30 p.m.	Next Steps

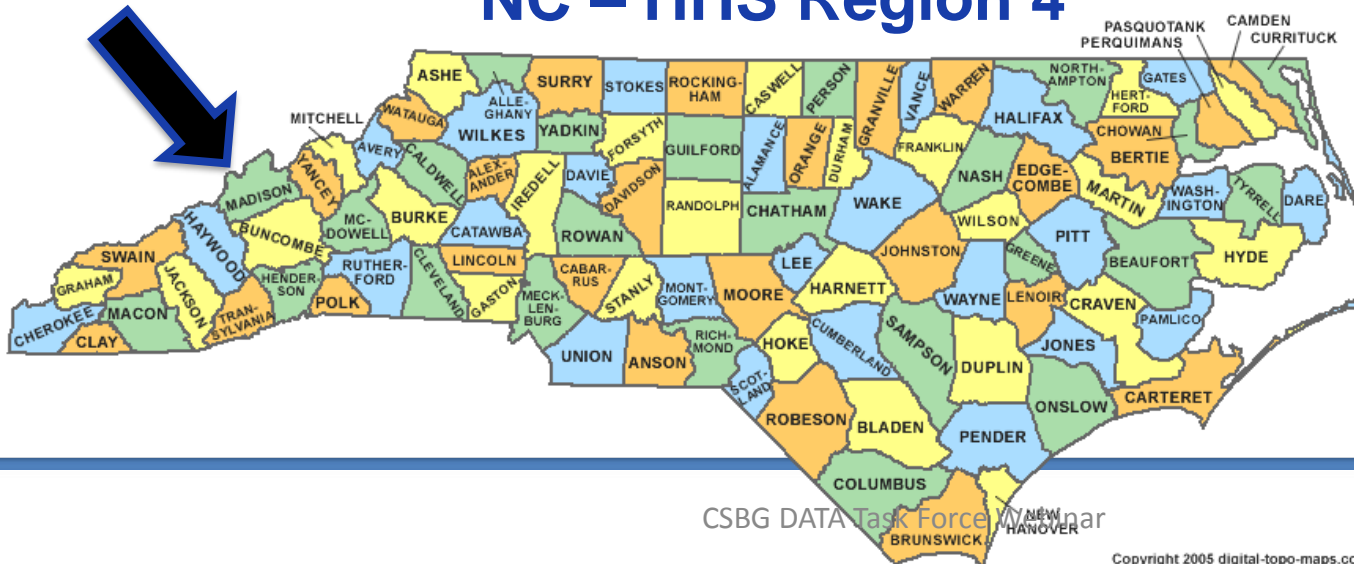
INTRODUCTIONS

Trudy Logan, MS, NCRT

Economic Development Department Director



NC – HHS Region 4





Why Join DATA Task Force?

- Support the network in enhancing telling the community action story effectively with accurate, compelling quantitative and qualitative data
- Training is “my thing” so I want to assist with future planning and delivery

- Learn from a diverse group of professionals to support my continued growth
- Share my unique perspective as a current CAA staff and a past State Office employee





Laura S. White

Texas Department of Housing
and Community Affairs



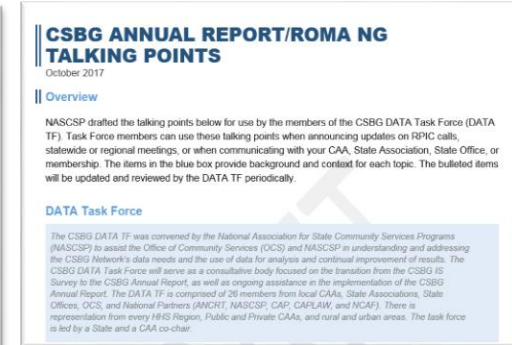
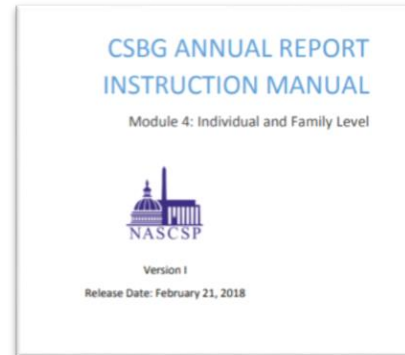
Why did I want to join the Data Task Force?

- I have worked with CSBG since 1996 and have considered it a privilege and my responsibility to tell the story of CSBG to others as well as to ensure that CSBG assistance is delivered to Texans in need.
- I have been a monitor, trainer and now work with CSBG reporting. As such I have seen many of the working parts of CSBG.
- I have collected data for the CSBG IS Survey for a number of years. I look forward to having input into the data that is collected as the program evolves.
- I like the idea of working with other states to see how they deliver CSBG. I look forward to making new connections with my peers on the task force.

WORK TO DATE

Recent Accomplishments

- Released Module 2 and 4 Instruction Manuals
- Shared the DATA TF Talking Points
- Released the LIHEAP/WIOA/WAP/HS Crosswalk
- ALL subcommittees have met



WIOA/LIHEAP/WAP/HS Crosswalk			
Program	CNPI/FNPI	Module 4: Service	Module 3: Strategy
L I H E A P		Housing Services: SRV 4i- Utility Payments (LIHEAP-includes Emergency Utility Payments)	
		Support Services: SRV 7b- Eligibility Determinations SRV 7c- Referrals	



General Timeline

2 nd Quarter	Event
January 2018	<ul style="list-style-type: none"> •All States have started collecting CSBG Annual Report data
February 2018	<ul style="list-style-type: none"> •2016 National and State Fact Sheets are released
	<ul style="list-style-type: none"> •Module 2 and 4 Instruction Manuals released to the Network
	<ul style="list-style-type: none"> •Module 2 SmartForm prototype developed
March 2018	<ul style="list-style-type: none"> •States Submit Module 1 in OLDC and the CSBG IS Survey to NASCSP
	<ul style="list-style-type: none"> •Module 4 SmartForm prototype developed
	<ul style="list-style-type: none"> •TOC FAQ Released
	<ul style="list-style-type: none"> •DATA TF webinar

General Timeline

3rd Quarter	Event
April 2018	•Module 2 SmartForm beta tested
	•FY17 CSBG IS Data is reviewed
	•Module 1 data is reviewed
	•Module 2 will be beta tested in OLDC
May 2018	•"Other" indicator FAQ
	•Module 4 will be beta tested in OLDC
	•RFP for data systems procurement will be developed
June 2018	•Data Dictionary will be developed
	•An interactive online version of the TOC will be released

SUBCOMMITTEES

Subcommittees

Analysis	Training	Guidance	Systems/IT	Communication and Marketing
Aaron Wicks	Georjean Trinkle	Steve Geller	Krista Heineman	Joseph Vaughn
Lise Stuart	Marvin D. Cox	Lauren Suwansupa	Paula McFarland	Lauren Suwansupa
Jutta Ulrich	Daniel Leppo	Roger McCann	Josiah Masingale	Josiah Masingale
Tiffany Keimig	Sukie Montes	Beverly Buchanan	Kris Schoenow	Sukie Montes
Matt Fitzgerald	Jarle Crocker	Katy Kujawski	Monique Alcantara	Jenae Bjelland
Frances Yator	Jackie Orr	Laura White	Katy Kujawski	Eric Behna
Katy Kujawski	Barbara Mooney		Jenae Bjelland	Jarle Crocker, Natalie Kramer
Jenae Bjelland	Trudy Logan		Frances Yator	Monique Alcantara
Barbara Mooney				Jonna Holden
				Christopher Logue, CAPLAW
				Barbara Mooney, ANCRT
				Frances Yator, NCAF

Committee Chair

- **Need for chairs on subcommittees**
- **Role of the chair**
 - Work with NASCSP staff on developing meeting schedule and agendas
 - Report out to the larger DATA TF on committee work
 - Work closely with the DATA Task Force co-chairs on committee deliverables and deadlines
 - Review and approve notes
- **Role of NASCSP staff**
 - Communicate with committee members to set up meetings
 - Ensure meetings occur regularly
 - Provide WebEx
 - Take and post notes



Subcommittees

- **Next steps**
 - Meet twice before the in-person meeting in August
 - Identify a chair at the next committee meeting
 - Work on the priority deliverables



Priority

Priority Deliverables

From the **June 6th meeting**, the following priorities are listed, as ranked, by the group:

1. Module 3 Community: how to choose, define community
 - Sub-Committee assigned to address the priority: Guidance
2. Module 4 Individual and Family: how to clarify unduplicated count
 - Sub-Committee assigned to address the priority: Guidance
3. Flow charts/common rules (front end, back end)
 - Sub-Committee assigned to address the priority: Guidance
4. Standard measurement tools
 - Sub-Committee assigned to address the priority: Training
5. A list of standard documentation for strategies and services
 - Sub-Committee assigned to address the priority: Guidance
6. RFP Template (2nd level- other 5 need to be done first)
 - Sub-Committee assigned to address the priority: IT-System

Priority Deliverables

Systems/IT:

- Lexicon
- Best practices in database implementation
- Best practices in integrating data across programs

Training:

- Annual Report FAQ

Guidance:

- FAQ on Community Level work

Communications:

- Talking points
- Annual Report slide deck for training
- Case Studies of community level work

Analysis:

- Talking points: What is analysis?



UPDATES

Module 3 Implementation-Year One

Emphasis on Initiatives and Outcomes

- Supported by OCS Acting Director Janelle George
- Critical in demonstrating CSBG's unique role and impact

Training and Technical Assistance

- New content for all involved
- Additional training and technical assistance after first submissions and reviews
- Initiatives and Outcomes are Community-Level Efforts

Guidance

- No overall content changes
- A Dear Colleague will be released in two weeks

Data Task Force

- Continued input on technology

SmartForms and PM Website

- Agencies will report using SmartForms or through a state database.
- States will upload SmartForms to OLDC or states will transfer data to OLDC from their database.
- SmartForms for Module 2 has been developed and is being beta tested.
- SmartForms for Module 4 are under development.



SmartForms and PM Website

- NASCSP and OCS are working through federal processes to build and open the Performance Management Website.
- The PM website is scheduled to be built and live by the end of August.



“Other” Indicators

- NASCSP is surveying the State Offices to learn about “Other” indicators that agencies want to use to report.
- The information will be compiled, sent to the guidance subcommittee for input and review, and used for TTA for the network.

"Other" Indicators Survey

As State Offices continue to implement the new CSBG Annual Report and now that all local agencies are collecting data for the new indicators, NASCSP has been receiving questions regarding “other” indicators. The “other” indicators are located in each domain for both the Family and Individual (FNPIs) and Community National Performance Indicators (CNPIs) and allow agencies to report on the work they are doing when their outcomes don’t fit within the currently listed FNPIs/CNPIs. We want to hear from you, at State Offices, about the “other” indicators you’ve approved or received from your local agencies.

* Required

Future Deliverables



- Data Dictionary
 - Beginning work on this now
 - The system/IT subcommittee can expect to review in June
- RFP for system procurement
 - Systems/IT subcommittee to get this in June
- Beta testing Module 2 and 4 SmartForm
 - Analysis subcommittee is testing now

IN PERSON DATA TF MEETING

DATA TF Meeting

- **Date/Time:**

- August 8 and 9
- Begins at 8:30 a.m. on August 8 and ends at 2 p.m. on August 9

- **Location:**

- Washington D.C.
- NASCSP Office

- **Agenda:**

- On the 8th, subcommittees will meet and report out to the larger group
- On the 9th, we will discuss the next OMB Clearance Process and subcommittees will have time to discuss their priorities.

Questions?