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

Thursday, April 25, 2019

2:00-3:00pm ET

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.—2:20 p.m.   **OMB Clearance Updates**

2:20 p.m. – 2:30 p.m.   **Reporting Updates**

2:30 p.m. – 2:45 p.m.   **Conference Session**

2:45 p.m. – 2:55 p.m.   **In-Person Meeting Updates**

INTRODUCTIONS

Ann Sirois (Sear-Way)

Director of Planning and Quality Improvement
Community Teamwork (CTI)
Lowell, MA

About Me:

17 years in non-profits
- 10 years in Head Start in Kansas
- 3 years in Head Start and childcare at CTI
- 4 years in compliance and data at CTI

About Community Teamwork:
- 500 employees
- 50,000 clients annually
- Community Action Agency, Regional Housing Agency, and Community Development Corporation

Megan Meadows

Assistant Deputy Chief, Office of Community Assistance

Current Role:

- Provide oversite to all OCA programs including CSBG, LIHEAP, HWAP, and State Energy Programs

Previous Experience:

- Worked at the Lancaster-Fairfield Community Action Agency. Began as a Case Manager and left as the Director of Planning and Operations

Ohio | Development Services Agency

OMB CLEARANCE UPDATES

Current Report

- OCS has a current clearance for the CSBG Annual Report for fiscal years (FY) 2017-2020.

- The current clearance for the Annual Report expires on January 31, 2020.

Phase One Clearance

- An updated clearance is **needed in order to submit FY 2019 data** in OLDC on March 31, 2020.

- OCS will submit an updated clearance package to OMB **around May 2019**.
  - The new clearance will cover **FFY 2019-2020.**
  - Changes will include technical updates only.

Clearance Process

| Process to Revise the CSBG Annual Report Form |
|---|
| 60-Day OMB Comment Period |
| Revised Annual Report Form Based on Formal OMB Comments from the Network |
| Communicate with and update the Network on the Revised Annual Report forms |
| 30-Day OMB Comment Period |
| System adaptation as needed, Tools and Training & Technical Assistance |
| Reporting Implementation |

Phase Two Clearance

- OCS plans to initiate another clearance package:
  - Revisions to Modules 2-4 will be included
  - All states will move to the federal reporting period
  - Data collection for FY2021

REPORTING UPDATES

Submissions Update

- States have been successfully uploading data, and we're working with other states to correct technical issues.

- We've learned a lot of things in the process that will improve our processes/guidelines in the future.
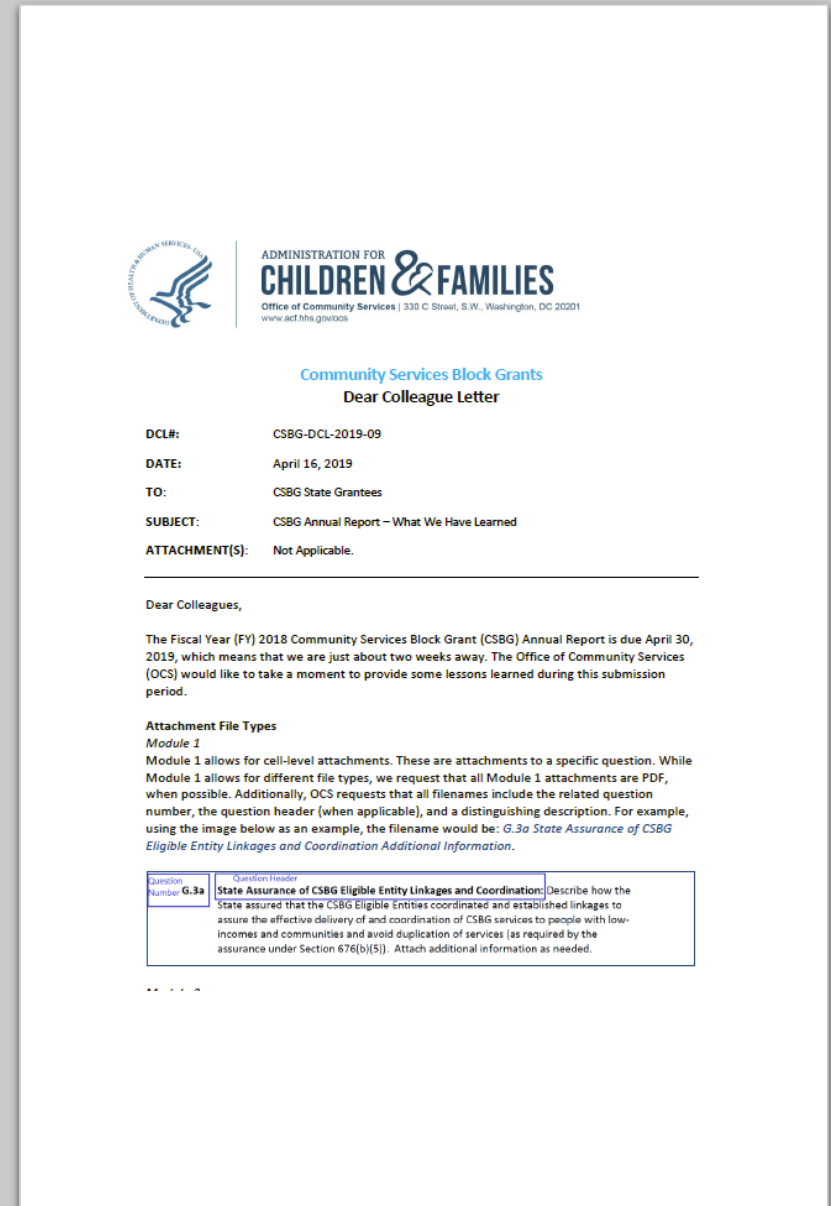
Review Process

- OCS and NASCSP will review Modules 1 and 3 first, followed by Modules 2 and 4.

- Since this is a T/TA year for Module 3, OCS and NASCSP are planning to review submissions and then work with states over the course of the year in anticipation of the FY19 submission.

CONFERENCE SESSION

Conference Session

- One hour session led by the DATA TF at the 2019 NASCSP Annual Conference in Little Rock, AR

  - TODAY'S GOAL:

    - Conference planning committee consisting of one member from each committee to plan out the session

Who's Interested?

IN PERSON DATA TF MEETING

DATA TF Meeting

- **Date/Time:**
  - July 31 and August 1
  - Begins at 8:00 a.m. on July 31st and ends at 2 p.m. on August 1st

- **Location:**
  - Washington D.C.
  - NASCSP Office

❖ **In-Person Meeting Details to be sent out shortly with the draft agenda.**

Meeting Goals

- Make progress on sub-committee deliverables

- Review updates and provide final recommendations made to the Instruction Manuals for Modules 2-4

- Develop the DATA TF Conference Session for the 2019 NASCSP Annual Conference

- Develop T/TA Recommendations for FY19 Module 3 Submissions to align with OCS' overall direction for community initiatives

- Determine DATA TF priorities and timeline

- Develop recommendations for a Task Force after the end of this term