



CSBG Annual Report: 30 Day Comment Period on Proposed Changes

February 11, 2020

Presenters

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Purpose of call

Discuss Module 1 changes and the importance to the entire network

How to draft a letter in response

Next steps

CSBG Annual Report

Module 1

- State Administration of CSBG and local entities

Module 2

- CSBG Eligible Entity Expenditures, Capacity, and Resources

Module 3

- Community Level

Module 4

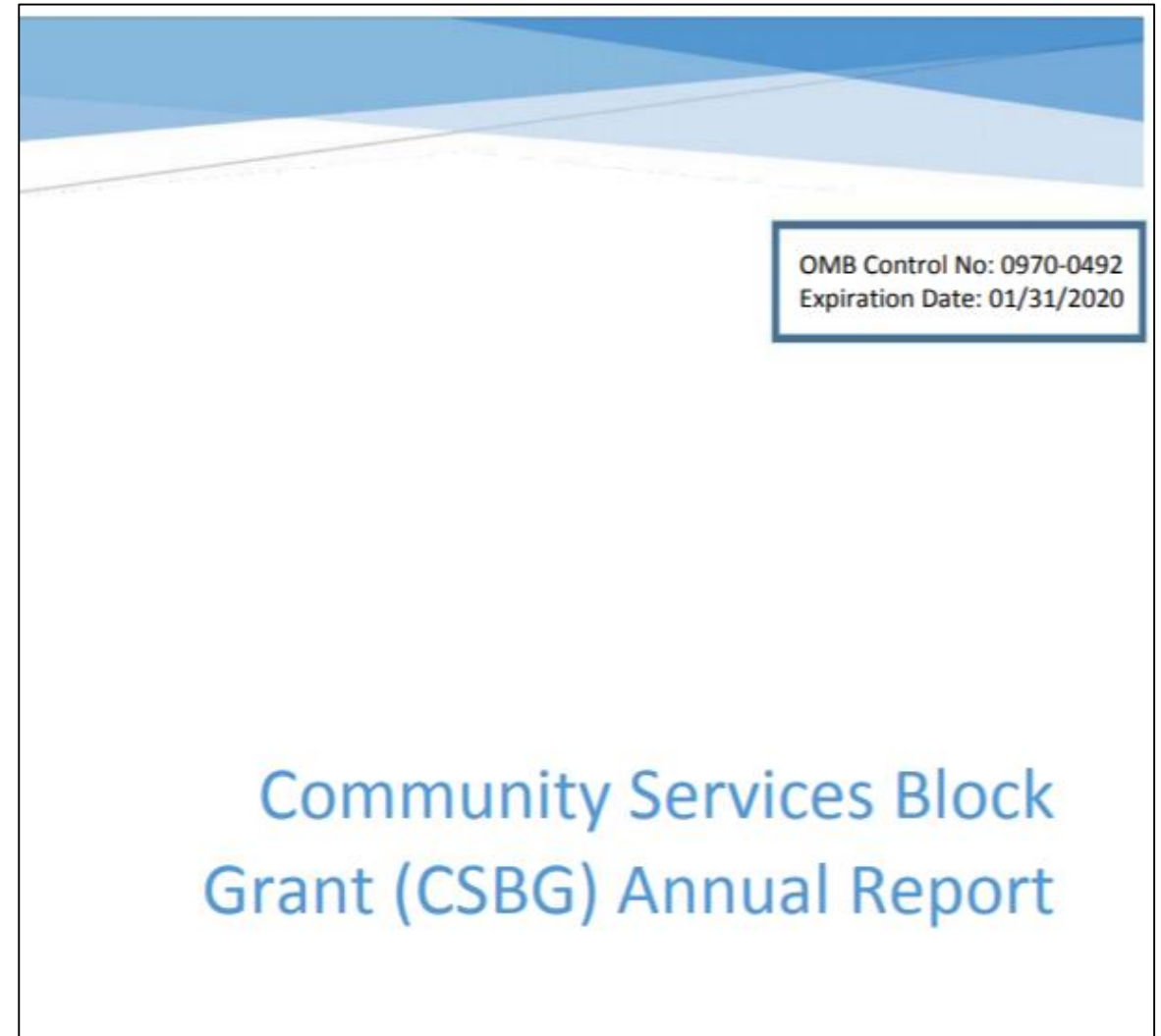
- Individual and Family Level

KEY POINTS

- Current OMB Clearance includes large changes to Module 1 and technical changes to Modules 2 and 4. There were no changes to Module 3.
- Allows submission of FY19 reports for the data currently being collected by the CSBG network
- Future OMB Clearance (which will start next year) will allow extensive input on any proposed content

Current Report

- OCS has a current clearance for the CSBG Annual Report for fiscal years (FY) 2016-2018 data.
- The current clearance for the Annual Report expired on January 31, 2020.
- An updated clearance is **needed in order to submit FY2019 data** in OLDC on March 31, 2020.



Module 1 Issues



Section H.4

Corrective Action, Termination, and Reduction of Funding and Assurance Requirements (Section 678C of the CSBG Act)

H.4. Technical Assistance Plans (TAPs)

H.4a. Technical Assistance Plans (TAPs): Are there any CSBG eligible entities within the state that are on a TAP due to *issues of noncompliance* identified during a monitoring review during the FFY? ☐ Yes ☐ No

H.4b. Creating Technical Assistance Plans (TAPs): Did the state work with all monitored CSBG eligible entities with *issues of noncompliance* to create a TAPs, as necessary? ☐ Yes ☐ No

H.4c. Reporting TAPs: Did the state report all TAPs to the Office of Community Services within 30 calendar days of creation? ☐ Yes ☐ No

Section F.1 – T/TA related to both TAPs and monitoring is already reported here

Note: F.1 is associated with State Accountability Measures 3Sc.

Training, Technical Assistance, or Both	Topic	Actual Dates <u>Start Date</u>	<u>End Date</u>	Brief Description
Auto-populated from Table 8.1 of the CSBG State Plan <ul style="list-style-type: none"> • Training • Technical Assistance • Both 	Auto-populated from Table 8.1 of the CSBG State Plan <ul style="list-style-type: none"> • Fiscal • Governance/Tripartite Boards • Organizational Standards – General • Organizational Standards – for Eligible Entities with unmet standards on TAPs or QIPs • Correcting Significant Deficiencies Among unmet CSBG Eligible Entities • Reporting • ROMA • Community Assessment • Strategic Planning • Monitoring • Communication • Technology • Other 	[Enter Date or Range]	[Enter Date]	[Narrative, 2500 characters] <i>Provide additional brief explanation of the technical assistance activities implemented. If “Other” was selected in Column 3, describe in this column.</i>

Note: this table will allow you to add additional rows as needed.

Section H.5

H.5. Quality Improvement Plans (QIPs)

H.5a. Quality Improvement Plans (QIPs): Are there any CSBG eligible entities within the state that are on a QIP due to unresolved *issues of noncompliance* identified in the TAP? ☐ Yes ☐ No

H.5b. Creating Quality Improvement Plans (QIPs): Did all CSBG eligible entities on Quality Improvement Plans resolve ~~identified deficiencies~~ *issues of noncompliance* within the schedule agreed upon by the state and eligible entity? ☐ Yes ☐ No

H.5c. Reporting QIPs: Did the state report all CSBG eligible entities with serious deficiencies from a monitoring review to the Office of Community Services within 30 calendar days of the state approving a QIP? ☐ Yes ☐ No

Section

E.2. Planned vs. Actual Allocation and Expenditures: Using the table below, specify the actual allocation of 90 percent of CSBG funds to CSBG eligible entities, as described under Section 675C(a) of the CSBG Act. ~~While the CSBG State Plan allows for either percentages or dollar amounts, t~~This table ~~in the administrative report~~ must be based on actual dollars allocated, obligated to, and expended (liquidated) for each CSBG eligible entity during the Federal Fiscal Year (FFY). For each CSBG eligible entity receiving CSBG funds, provide the Funding Amount allocated to the CSBG eligible entity during the FFY.

Note: The Amount Allocated and the Amount Obligated are going to be an exact match the majority of the time. Amounts expended (liquidated) should reflect actual payments made to eligible entities.

CSBG Eligible Entity	Planned Funding Amount Allocations	Actual Amount of Allocations (The Amount Allotted to each entity based on State Formula from current FFY funding)	Actual Amount of Obligations (The actual amount made available through sub-award to each entity during the FFY from current FFY funding)	Actual Expenditures (The actual amount liquidated to each entity during the FFY from current FFY funding)	Carryover Expenditures (The actual amount liquidated to each entity during the FFY from prior FFY funding)
Auto-populated from the CSBG State Plan, Table 5.1, Column 1 and cannot be updated or changed revised.	Auto-populated from the CSBG State Plan Table 7.2 and cannot be updated or changed revised.	[Numeric response, specify \$ amount]	[Numeric response, specify \$ amount]	[Numeric response, specify \$ amount]	[Numeric response, specify \$ amount]
Total	Total will be auto-calculated	Total will be auto-calculated	Total will be auto-calculated	Total will be auto-calculated	Total will be auto-calculated

Section E: Use of CSBG Funds

- Why is it a problem to ask for more information on funding?
 - This chart does not give a clear picture of the 24-month period that states and CAAs have to spend their allocations.
 - Any given CAA may not have any funds to report for the year because they are primarily spending from the previous years' grant.

H.6

H.6. Single Audit Review: Pass through entities are required by 2 CFR 200.331(f) to verify that every sub-recipient is audited as required by 2 CFR 200.501. In the table below, provide the ~~dates~~ information of any CSBG eligible entity Single Audits in the Federal Audit Clearinghouse (FAC) submitted during the ~~that were received and reviewed during the~~ Federal Fiscal Year (FFY).

2 CFR 200.521 requires pass-through entities to provide the management decision for findings related to federal awards the pass-through makes to the sub-recipients. If applicable, provide the information regarding these decisions. ~~as required by the CSBG regulations applicable to 45 CF 75.521. If the audit contained findings requiring a management decision by the state, provide the date the decision was issued.~~

Note: Per 2 CFR 200.501, each eligible entity that receives at least \$750,000 of all federal funds, is required to submit a Single Audit within the FAC annually. A State Management Decision is required within 6 months (2 CFR 200.521(d)), if there is a CSBG finding within the Single Audit.

Employer Identification Number (EIN) of Agency Eligible Entity	Eligible Entity Required to Report Single Audit in FAC	Eligible Entity Submitted a Single Audit in FAC?	Date Audit was Accepted by Federal Audit Clearinghouse	If Entity did not submit as required, has the state taken steps to ensure compliance?	State Management Decision Required? (As Applicable)	Date Management Decision Issued (As applicable)
[Numeric Response] Auto-populated from Eligible Entity Master List	[Yes or No]	[Yes, No, or Late]	[Enter Date]	[Yes or No]	[Yes or No]	[Enter Date]

Note: Rows may be added for each additional Single Audit accepted by the Federal Audit Clearinghouse during the fiscal year.



Submitting OMB Comments

Where to submit comments

Written comments and recommendations for the proposed information collection should be sent directly to the following:

Office of Management and Budget, Paperwork Reduction Project,

Email: [OIRA SUBMISSION@OMB.EOP.GOV](mailto:OIRA_SUBMISSION@OMB.EOP.GOV),

Attn: Desk Officer for the Administration for Children and Families.

When to submit comments

- All comments are due by **February 21, 2020.**



What happens next?

- OMB will either approve this version of the CSBG Annual Report or request changes be made prior to approval.
- We anticipate an approved document within 30 days of the closing of this comment period.
- OCS cannot technically collect data until they obtain this approval.
- WE ENCOURAGE ALL AGENCIES, ASSOCIATIONS AND STATES TO SUBMIT THEIR OWN LETTER TO OMB.

Resources

[FIND A PROVIDER](#)[MEMBER LOGIN](#)[ABOUT](#) ▾[CSBG](#) ▾[WAP](#) ▾[NEWS/EVENTS](#) ▾[CONTACT](#)

Annual Report



The Office of Community Services (OCS) received OMB approval for a new CSBG Annual Report on January 12, 2017. The new CSBG Annual Report is being implemented through a phased-in approach over two years, with the first full reporting of the Annual Report due **April 30, 2019** (*See Dear Colleague Letter*). Please consult this list of [Frequently Asked Questions \(FAQs\)](#) about the CSBG Annual Report. You can submit general feedback about the report to NASCS [here](#).

(NEW) OMB Clearance of the CSBG Annual Report

- [Brief: OMB Clearance of the CSBG Annual Report](#)
 - [OMB Clearance FAQ](#)

CSBG

[Services and Technical Assistance](#)[CSBG Resources](#)[> Data Collection and Reporting](#)[> Annual Report](#)[Module 1](#)[Module 2](#)[Module 3](#)[Module 4](#)

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2020 Annual Conference

Summary

Tuesday, March 17th, 2020 – Friday, March 20th, 2020

at the

Hyatt Regency Washington on Capitol Hill



2020 CAPLAW

National Training Conference

SWISSOTEL | CHICAGO, ILLINOIS
JUNE 30 - JULY 2



COMMUNITY ACTION PARTNERSHIP  SHERATON SEATTLE HOTEL, WASHINGTON

2020 Annual Convention

AUGUST 26-28

PRE-CONVENTION TRAINING: AUGUST 24-25

