



Orientation to the CSBG Network

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National Association for State Community Services Programs | www.nascsp.org

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National Partners

CAPLAW

Community Action Program Legal Services, Inc

Mission

To eliminate poverty by strengthening the legal and management capacity of community organizations

Role

CAPLAW is the national legal expert for the Community Action network.

Through consultations, training and resources, we equip Community Action Agencies (CAAs) with the knowledge and tools to operate as accountable and effective change agents. We also provide guidance to federal, state and national Community Action partners on legal and financial issues affecting CAAs

Examples of CAPLAW Resources

Complying with the New Overtime Rule Under the FLSA

By Jonathan Cohen, Esq.
December 2019

Beginning January 1, 2020, employees earning up to \$35,568 per year may become eligible to receive overtime pay for hours worked in excess of 40 per week. The U.S. Department of Labor ("DOL") issued a new rule (the "Overtime Rule") on September 24, 2019, that increased the salary level an employee must earn to be classified as exempt from the overtime requirements of the federal Fair Labor Standards Act ("FLSA"), from \$455 per week to \$684 per week. As a result, an estimated 1.3 million additional employees will become eligible for overtime compensation.

CAPLAW developed the following FAQ to describe the new Overtime Rule and help Community Action Agencies (CAAs) prepare to implement changes. Note that state wage and hour laws may impose requirements that are more favorable to employees than the provisions of the FLSA. If state law establishes more protective standards than the FLSA, those higher standards apply in that state. Therefore, CAPLAW recommends that CAAs consult with an employment attorney licensed in their state to determine how best to comply with the new Overtime Rule and all applicable state and local rules.

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FAQ on Recovering Shared and Indirect Costs

By Jonathan Cohen, Esq.
September 2019

Nearly five years after the Office of Management and Budget (OMB) issued the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), there continues to be significant misunderstanding of and confusion around the use of cost allocation plans and indirect cost rates. To help clarify what the Uniform Guidance does and does not require of federal grant recipients, CAPLAW is issuing the following set of frequently asked questions assembled from consultations we received. This resource addresses the recovery of shared costs through cost allocation plans and indirect costs using indirect cost rates. It also highlights key differences between the two methods of cost recovery in an effort to assist a grantee in deciding which methods are best suited for its community action agency (CAA).

This FAQ is not authorized or approved by the federal Office of Community Services (OCS) or by OMB and does not constitute legal or financial advice. It includes references to OMB's version of the Uniform Guidance (2 C.F.R. Part 200) as well as to a set of Frequently Asked Questions¹ issued by the federal Council on Financial Assistance Reform (COFAR), the group that oversaw the development of the Uniform Guidance and continues to oversee its implementation.

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<https://caplaw.org/resources/caplawfrequentlyaskedquestions.html>



Community Action Program Legal Services, Inc.

Legal and Financial Resources
for Community Action



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Working Better Together

[INTRODUCTION](#)
[MERGERS](#)
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Increasingly, Community Action Agencies (CAAs) are exploring shared services and mergers as strategies to improve their sustainability and enhance their efficiency and effectiveness. CAPLAW has prepared this guide to help CAAs and other Community Services Block Grant (CSBG) organizations better understand these arrangements. The guide includes questions and answers on shared services and mergers, as well as additional resources – including case studies prepared by CAPLAW on CAAs that have shared services or merged (or both) with another organization, information on books and online publications on these topics, and more. Review the various Q&A in this guide to get an overview of shared services and mergers or click on the particular topic and questions that are of interest to you. Stay tuned for future updates; as CAPLAW gathers more information about these topics, we will add additional Q&A and resources to this guide.



Why Consider Sharing Services or Merging?




Working Better Together

- [Introduction](#)
- [Mergers](#)
- [Shared Services](#)
- [Resources](#)

Introduction

- [Why are CAAs talking about shared services and mergers?](#)
- [What do the terms "shared services" and "mergers" mean?](#)
- [Ultimately, what should we hope to achieve by sharing services or merging?](#)
- [What role might a state CSBG association play in facilitating CAA shared services and mergers?](#)
- [What role might a state CSBG office play in facilitating CAA shared services and mergers?](#)

<https://caplaw.org/resources/PublicationDocuments/WorkingBetterTogether.html>

Raising the Low-Income Voice

Case Studies in Democratic Selection Procedures

SOUTHEASTERN IDAHO COMMUNITY ACTION AGENCY (SEICAA)

Word-of-mouth engagement, program-based voting, and a commitment to raising the low-income voice

SEICAA OVERVIEW

Location: Pocatello, ID
Staff Size: 47 employees
Annual Revenue: \$4,000,000
Service Area: 11,000 square miles
Chief Executive: Debra Hemmert
Board Size: 12 seats
Major Programs: LIHEAP and weatherization, housing (CHDO), senior programs (RSVP, Meals on Wheels, youth mentoring), GED program
Documents Shared: Board member job description, board member application, democratic selection procedures bylaws

RECRUITMENT

At Southeastern Idaho Community Action Agency (SEICAA), recruiting candidates for their low-income sector election is largely a word-of-mouth endeavor.

SEICAA runs several programs that provide opportunities for staff to directly interact with program participants—including a USDA Commodity Supplemental Food Program, multiple food pantries, a market salvage food program, and a variety of other community programs. Staff use these interactions as opportunities to educate participants about the mission of Community Action and the importance of the low income voice on the tripartite board. Participants are asked if they are interested in

running for a seat on the board or voting in any upcoming elections.

Although SEICAA's most successful recruitment comes in the form of one-on-one interactions at their programs, it's not their only method to recruit candidates. Executive director Debra Hemmert is always talking about Community Action, and she encourages staff and directors to do the same. "We take a lot of opportunities to go out and talk in the communities," says Hemmert. "Several staff members, including myself, are in civic organizations like Kiwanis and Rotary, and we talk openly about the CAA and what our needs are. It's amazing how many people say, 'I may know someone who just retired who would fit into that,' or 'I know a young single mom through Head Start that would be an excellent [candidate]...'"

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<https://caplaw.org/resources/PublicationDocuments/raisingthelowincomevoice.html>

CAPLAW

events + trainings



**Policies in Practice: Complying with the CSBG
Organizational Standards**



Webinar One:
Whistleblower Policy
February 13, 2020
Recording Available



Webinar Three:
Procurement Policy
April 30, 2020

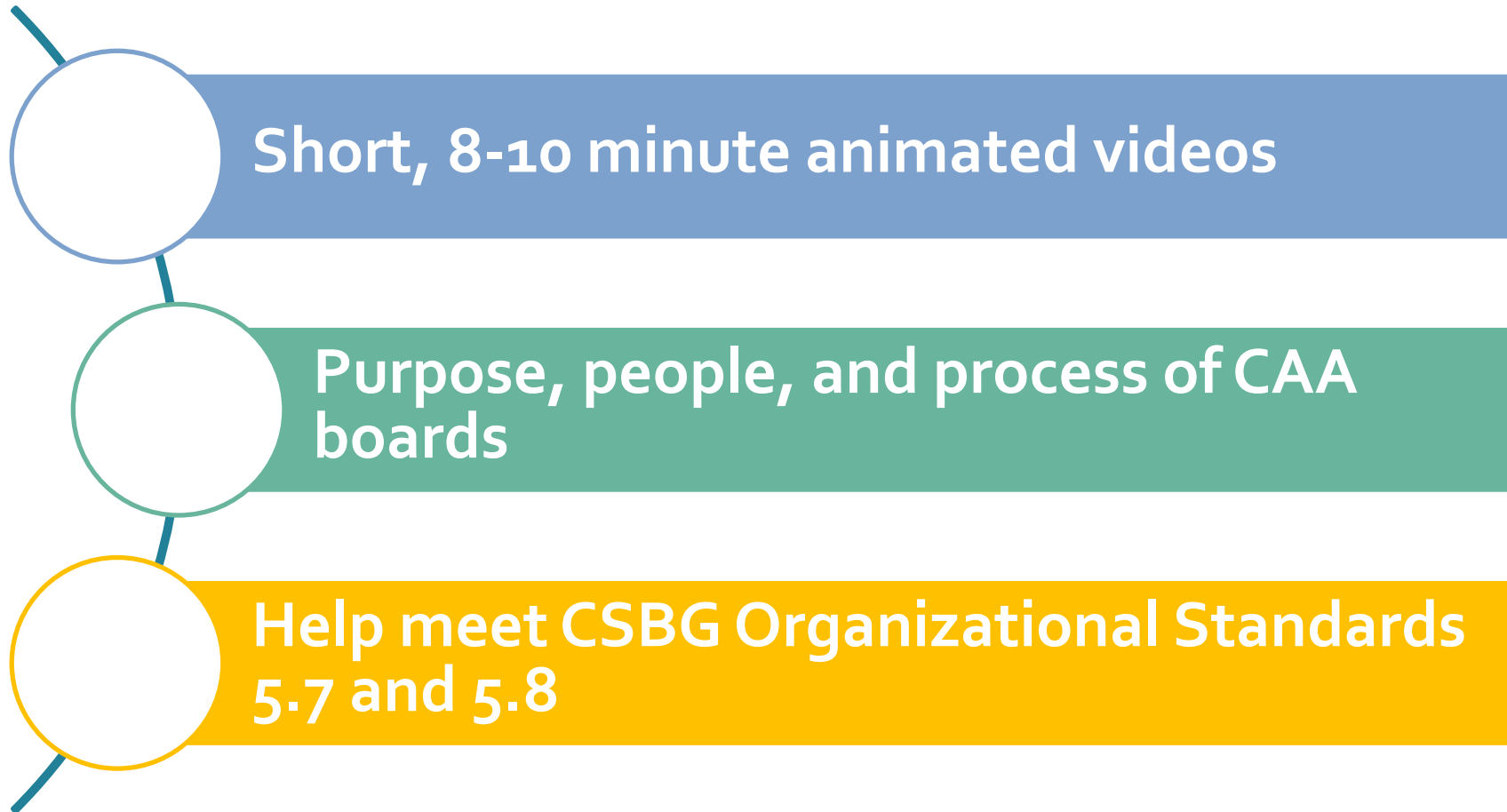


Webinar Two:
Conflict of Interest Policy
March 19, 2020



Webinar Four:
Record Retention Policy
June 4, 2020

NEW Board Training Video Series





Purpose:
Why are
you here?

Board Training
Video Series, Vol. 1
CAPLAW
2019

Purpose: Why are you here?

<https://www.capl原因.org/resources/Videos/BoardTrainingVideosLanding.html>



All a-Board! The Purpose, People, and Process of CAA Boards

1. Purpose: Why are you here?

Discussion Guide

Length: 8:42"

[Stream](#) | [Download](#)

Video Summary

This video explores the reasons people become CAA board members. It discusses the key attributes of successful board members--being **C**apable, **A**ccountable, **R**epresentative, and **E**ngaged (C.A.R.E)--and challenges board members to reflect personally on how to fulfill these responsibilities in the context of community action's purposes and goals.

Learning Objectives

After watching this video, participants will be able to:

- Convey the purpose of serving on the CAA's board.
- Describe how each board member's skills and experiences complement one another's.
- Identify specific ways to fulfill their fiduciary duties to the CAA.
- Evaluate the board's effectiveness in carrying out the CAA's mission.

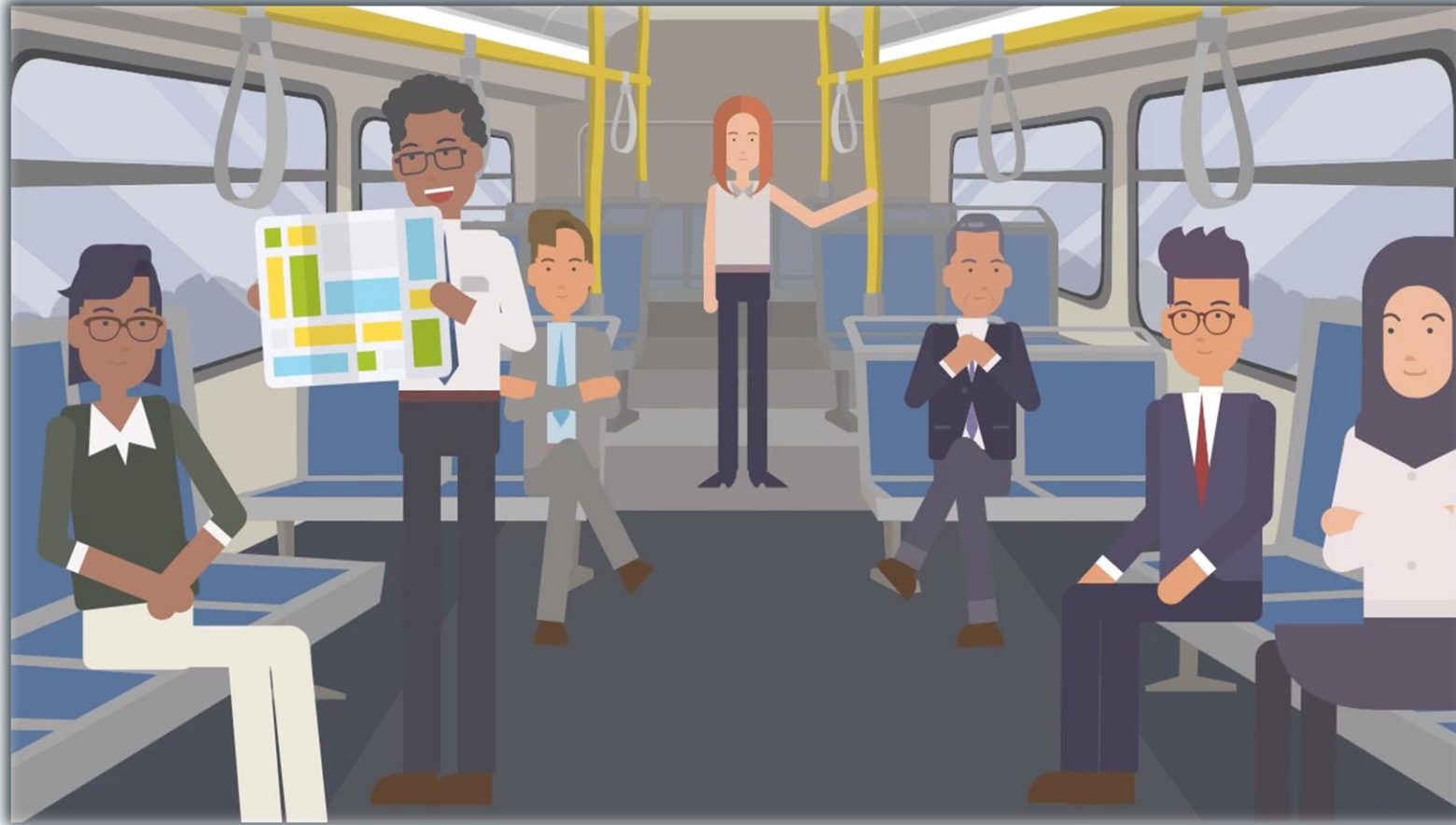
Using the Video Effectively

Suggestions for how to use this video include:

1. Ask board members to watch the video on their own, and at a board meeting, facilitate a discussion of individual members' reflections or responses to the questions below.
2. Show the video during a board meeting and facilitate a discussion of the questions below.
3. Show the videos as part of a larger board orientation or training process and facilitate a discussion of the questions below.

Suggested Discussion Questions

1. What did you take away from watching this video?
2. What motivated you to join your CAA's board?
3. Identify 1-2 skills and attributes you think you bring to your CAA's board.
4. How do you contribute to helping the board fulfill its key responsibilities?
5. What skills and experiences would you like to gain from serving on your CAA's board?
6. Name 1-2 ways the board can better connect its work to your CAA's mission and vision.



People: How do you get the right people on the board?
<https://www.capl原因.org/resources/Videos/BoardTrainingVideosLanding.html>

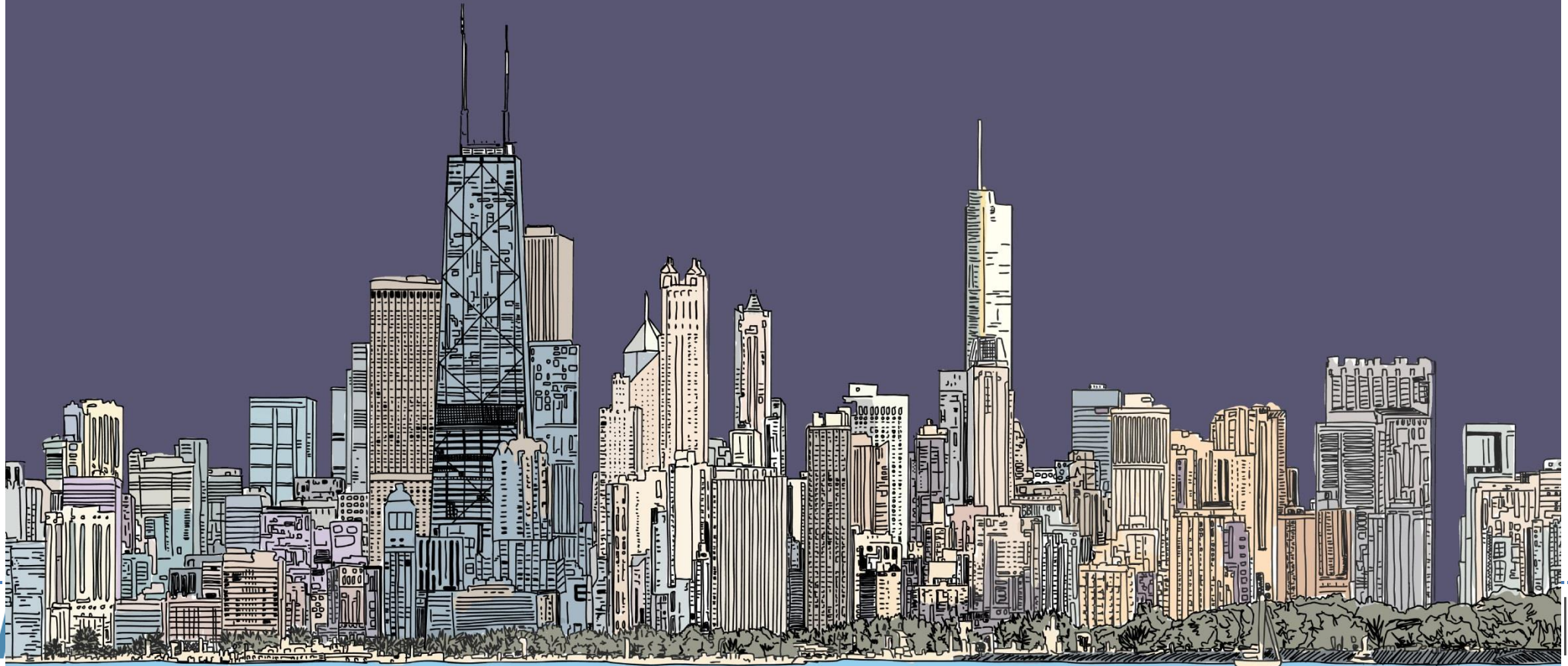


Process: Who says what goes?

<https://www.caplaw.org/resources/Videos/BoardTrainingVideosLanding.html>

SAVE THE DATE 2020 CAPLAW

Chicago, Illinois | June 30 - July 2 National Training Conference



CAPLAW

What is NCAF?

- Proper Name: National Community Action Foundation
- Founded: 1981
- Purpose: Advocates for the Community Action network with the federal government.
- Structure: Non-profit membership organization that can lobby and engage in politics. (Individuals are members and membership must be affirmed annually.)
- Funding: Does not receive any federal funding. Local agencies, state associations and national partners financially support NCAF through contributions, CAPFacts subscriptions and by arranging Board of Director briefing calls or workshops on the history of Community Action, advocacy or Congress.



What is on NCAF's Plate?

- FY2021 appropriations of core Community Action Programs.
- Reauthorization of the Community Services Block Grant -- HR 1695 in the House.
- Reauthorization of the Weatherization Assistance Program -- HR 2041 in the House and S 983 in the Senate.
- Special Initiatives

Get involved with NCAF!

- Become a 2020 NCAF member.
- Subscribe to CAPFacts.
- Arrange legislative briefing calls for your Board of Directors.
- Host a workshop lead by David Bradley on the history of Community Action, advocacy or Congress.
- Keep track of NCAF communications and help out when asked!
- Come to the Annual NCAF Conference! (March 17th - 20th, 2020, in Washington, DC)

www.ncaf.org
info@ncaf.org
202-842-2092





ABOUT NASCSP | WHAT WE DO

NASCSP members are state administrators of the U.S. Department of Health and Human Services Community Services Block Grant (CSBG) and the U.S. Department of Energy's Weatherization Assistance Program (DOE/WAP). NASCSP provides research, analysis, training and technical assistance to State CSBG and WAP offices, Community Action Agencies, and State Associations in order to increase their capacity to prevent and reduce poverty and build economic and energy security.



U.S. DEPARTMENT OF
ENERGY



NASCSP is the Membership Association for State Offices



We represent State Offices

Advocacy
Communication



We support State Offices

Training & Technical Assistance
Tools and Resources



We connect State Offices

Peer Groups
Networking Opportunities

State Offices



Develop state regulations & policies for CSBG



Ensure local entities receive funding, training, and support needed to address poverty in the state



Solicit input, develop, and submit required documents to OCS

State Plan
CSBG Annual Report



Monitor local entities to ensure compliance with CSBG Act & other requirements

Required at least 1x every 3 years in addition to annual monitoring of Org Standards



Serve as active partners in the fight against poverty

Develop linkages, funding, and coordination to fight poverty state-wide



Over 15.3 million
low-income individuals were
served by the CSBG Network

By a total of

1018

CSBG funded
organizations

Partnering with

197,666

local organizations
to promote family
and community
outcomes

More than 1.4 million
families, over 32% of
those served, were
living in severe
poverty



For every \$1 invested in the federal CSBG
program, the network leveraged an additional

\$7.80

From state, local, and private sources

THE CSBG Program in 2017



Employment

6.5 million participants gained
employment or work supports

The number of individuals experiencing
greater income from employment
increased by 13% from FFY 2016.



Community

41 million volunteer hours donated to CAAs,
valued over \$1 billion of volunteers time

Over 300 thousand low income individuals
were mobilized toward community
empowerment through participating in
decision-making and policy setting, business
and home ownership, or other community
involvement



Housing

180,515 low-income people obtained safe
and affordable housing.

128,339 existing housing units improved or
preserved through construction,
weatherization, or rehabilitation, and **18,509**
safe and affordable housing units were
created



Education

114,229 Educational and training placement
opportunities for low-income people
created, expanded, or saved from
elimination

13,109 low-income people completed Adult
Basic Education (ABE) or General Educational
Development (GED) coursework



Health

CSBG Member Only Resources



View NASCSP's library of member only resources.

Peer to Peer Requests

Webinars

State Plans

State CSBG Tools and Resources

CSBG Disaster Relief Supplemental

Member Resources

User Profile

Edit Profile

Change Your Password

Member History

NASCSP Peer Exchange

NASCSP Data keeps its members, the federal government, and other interested parties informed about issues related to CSBG and WAP through its publications and training.

FIND A PROVIDER

MEMBER LOGOUT



Association of Nationally Certified ROMA Trainers and Implementers

National Partner Update

NASCSP

Monday February 24, 2020

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- ICEP 2020
- Technical Assist
- NCRI Phase III
- R3PIC
- My Info

Trainers

The NPTP Certified Trainers program has certified trainers across the nation.

There has been a wide diversity of training implementation by the Peer Trainers. A report of the number of trainings and the impact of the trainings can be found on the [Report](#) page.

To view the names and contact information of our active Trainers, you may search by an alphabetic listing of trainers, or by state.

Search by Last Name ▼ Display Results

Or just click on the star for your state.



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- Technical Assist
- NCRI Phase III
- R3PIC
- My Info

Implementers

The NPTP program has certified implementers across the nation.

To view the names and contact information of our active Implementers, you may search by an alphabetic listing of implementers, or by state.

Search by Last Name ▾

Or just click on the star for your state.



Spring ICEP

**2020 Spring In-service Continuing Education
Program (ICEP) will be held
April 1 and 2, 2020
at the EVEN Hotels Omaha Downtown
2220 Farnam St, Omaha, NE 68102**

*Fall ICEP - October 2020 in Columbus, OH
date tbd*

For Information

www.roma-nptp.org

National Peer to Peer ROMA Training and Certification Program

www.ancrt.org

Association of Nationally Certified ROMA Trainers and Implementers

barbaramooney@windstream.net

717-756-3109

An illustration of a group of diverse people in conversation. In the foreground, a woman with red hair in a blue and white striped dress, a man with a beard in a yellow sweater, a man with blonde hair in a red and black striped shirt, a woman with dark curly hair in a teal top, and a man with dark hair in a blue and white striped shirt are shown in profile, engaged in discussion. Above them are four large, colorful speech bubbles: a yellow one, a red one, a dark blue one, and a green one. The entire scene is set against a dark grey background with a white border. A purple triangle is in the bottom right corner.

Discussion