



NATIONAL ASSOCIATION FOR STATE COMMUNITY SERVICES PROGRAMS

CSBG Managers Regional Meeting

July 21, 2020



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Who do we have on the call?

AGENDA



**CHANGES IN STATE
OFFICE STAFF**



**CSBG CARES ACT STATE
PLAN AMENDMENT**



**COVID-19 RESPONSE
GROUP UPDATE**



**NASCSP ANNUAL
CONFERENCE**



**NASCSP BOARD
ELECTIONS**



LEGISLATIVE UPDATE



**ANNUAL REPORT
UPDATE**

Changes at the State Office

- Kansas
 - Welcome to Kristi Skinner, CSBG Program Manager!

CSBG-AT-2020-05

Application for CARES Act Funds for States and Territories



ADMINISTRATION FOR **CHILDREN & FAMILIES**

Office of Community Services | 330 C Street, S.W., Washington, DC 20201
www.acf.hhs.gov/ocs

Community Services Block Grant Action Transmittal

AT#: CSBG-AT-2020-05
DATE: July 15, 2020
TO: CSBG States and Territories
SUBJECT: Application for CARES Act Funds for States and Territories
ATTACHMENT(S): CSBG CARES Act Supplemental State Plan

RELATED REFERENCES:

Community Services Block Grant Act, 42 U.S.C. 9901 et seq.; Coronavirus Aid, Relief, and Economic Security Act, 2020, Public Law 116-36; and Department of Health and Human Services Block Grant Regulations, 45 CFR Part 96.

PURPOSE:

To inform states and U.S. territories of the Community Services Block Grant (CSBG) application requirements for Coronavirus Aid, Relief, and Economic Security Act (CARES Act) funds. States and territories must submit their CARES Act state plan applications to the Office of Community Service (OCS) by **September 1, 2020** using the approved CSBG CARES Act Supplemental State Plan format.

BACKGROUND:

The Coronavirus Aid, Relief, and Economic Security Act, 2020, Public Law 116-36, was signed into law on March 27, 2020, providing \$1 billion in additional funds to the CSBG program. The funds to states and territories authorized under the CSBG Act are intended to address the consequences of increasing unemployment and economic disruption as a result of the Coronavirus Disease 2019 (COVID-19).

In an effort to provide an immediate response to the needs of the states and territories, OCS awarded the supplemental CARES Act funds on May 8, 2020. All states and territories that

CSBG CARES Act Supplemental State Plan

Due in OLDC by September 1, 2020

- No public hearing required; must post plan publicly for an OCS recommended period of 10 business days at a minimum

Content is similar to the regular CSBG State Plan; will require states to provide:

- SF-424M
- CSBG CARES Act Supplemental State Plan, sections 1-5, 7-10, 12, 14, & 15

OCS will hold a webinar in late July to provide guidance and answer questions

- Don't wait for OCS- begin working on the plan now!

Not all sections will apply to all states

- Reviewing your previous plan side by side will help you identify those areas that require updates



Simple Updates/ Straightforward Sections

- Section 1: CSBG Administrative Information
- Section 5: CSBG Eligible Entities
- Section 15: Federal Certifications

Section 2: State Legislation and Regulation

- Emergency Legislation or Regulation (Optional): If applicable, please describe any special state legislation or regulation that directly impacts the implementation of CSBG CARES supplemental funding, including any emergency procedures to amend any existing legislation or regulation described in the accepted FFY2020 CSBG State plan (as dated in Section 1 of this state plan)
- This section can reflect changes in state regulations in things like % of poverty for eligibility; waived portions of state regulations, etc.

Section 3: State Plan Development and Statewide Goals

- 3.1. State Plan Goals: Describe the state's specific goals for state administration of CSBG as it directly relates to the CSBG CARES funding. [Narrative, 3000 characters]
 - Per State Accountability Measure 1Sa(i):
 - *Goals are related to statewide administration of CSBG; strategies are activities that support specific goals and are related to the content areas of the Model State Plan. For example, a goal might be that all eligible entities are using a statewide data system by 2017; the strategies supporting this goal might include allocation of discretionary/remainder funds for IT purchases and/or data system training and technical assistance for eligible entities. In the State's Model State Plan, these strategies would be detailed in Section 7, Use of Funds and Section 8, Training and Technical Assistance, respectively. Another example of a goal might be to increase employment opportunities for CSBG participants. Strategies supporting this goal might include collaborating with State workforce partners to participate in a Workforce Innovation and Opportunity Act Combined State Plan (as described in Section 9 of the State plan) and/or distributing articles on workforce opportunities as part of a communication plan (described in Section 9). A final example of a goal might be to support eligible entities in meeting all organizational standards; a strategy supporting this goal could be targeted training and technical assistance (as described in Section 8).*

Section 3: State Plan Development and Statewide Goals

- 3.2. Eligible Entity Involvement: Describe the specific steps the state took in developing the CSBG CARES Supplemental State Plan to involve the eligible entities. [Narrative, 3000 Characters]
 - You may have had these discussions since CARES was released through regular meetings with agencies, associations, etc.

Section 4: CSBG Hearing Requirements

- 4.1. Public Inspection: Describe how the CSBG CARES Supplemental State Plan has been made available for public inspection within the state to facilitate public review and comment. [Narrative, 3000 characters].
 - States are not required to host a public hearing, but should make the plan available for review and comment for a minimum of 10 business days
 - States should notify eligible entities and other known stakeholders (Associations included) of the plan's availability for comment.
 - Maintain this documentation!

Section 7: State Use of Funds

Eligible Entity Allocation (7.1-7.2)

- Details formula; agency allocations of 90% funds

Administrative Funds (7.3-7.5)

- Details total administrative allocation; # of staff positions funded by CARES; # of state FTEs funded

Use of Remainder/Discretionary Funds (7.6)

- Details how states will allocate discretionary dollars
- State has authority to direct discretionary funds; this is **planned** allocation

Section 8: State Training and Technical Assistance

- **8.1. Training and Technical Assistance Plan:** Describe the state's plan for delivering CSBG-funded training and technical assistance to eligible entities under this State Plan by completing the table below. Add a row for each activity: indicate the timeframe; whether it is training, technical assistance or both; and the topic. (CSBG funding used for this activity is referenced under item 7.6a., Use of Remainder/Discretionary Funds.)
 - Include:
 - Planned timeframe (FFYs instead of Quarters)
 - Training, technical assistance, or both
 - Topic
 - These are **plans**: Use the best information you have.
 - State T&TA plan coordinated with the Association may help to identify necessary T&TA.
- **8.1b. Training and Technical Assistance Collaboration:** Describe how the state will collaborate with the State Association and other stakeholders in the planning and delivery of training and technical assistance. **[Narrative, 2500 characters]**
 - State T&TA Plan coordinated with the Association may be appropriate to include

Section 9: State Linkages and Communication

- **Note:** Only describe additional or unique partnerships related to CSBG CARES funding. Do not re-describe partnerships, linkages, and communications already noted in your regular CSBG State Plan.
- **9.1. State Linkages and Coordination at the State Level:**
Describe the linkages and coordination at the state level that the state intends to create or maintain to ensure increased access to CSBG services to low-income people and communities under this State Plan and avoid duplication of services (as required by the assurance under Section 676(b)(5)). Describe additional information as needed. [Check all that apply from the list below and provide a Narrative, 5000 Characters]
 - Added two potential linkages:
 - Emergency Management
 - Public Health/Disease Control
- **9.2. Communication with Eligible Entities and the State Community Action Association:** In the table below, detail how the state intends to communicate with eligible entities, the State Community Action Association, and other partners identified under this State Plan on the topics listed below.
 - **Added** CSBG CARES Funding and Activities



Section 10: Monitoring, Corrective Action, and Fiscal Controls

- **10.1. CSBG CARES Supplemental Monitoring Schedule:** In the table below, provide how the state plans to monitor as it specifically relates to the CSBG CARES Supplemental.
 - Consider if you will integrate CARES monitoring into regular CSBG monitoring or if it will be separate
 - If separate, the state will be required to issue a separate report and detail the number of calendar days by which the state must issue the monitoring report.
 - If integrated, the state will be required to add an additional section to the monitoring report specific to CARES supplemental monitoring.
- **10.2. CSBG CARES Supplemental Monitoring Approach:** Describe how the state intends to implement monitoring policies and procedures as it relates directly to the CSBG CARES Supplemental. **[Narrative, 3000 characters]**
 - Opportunity to talk about virtual monitoring approaches as necessary

Section 10: Monitoring, Corrective Action, and Fiscal Controls

- **10.5. Fiscal Controls and Accounting:** As it relates specifically to the CSBG CARES Supplemental, describe any additional provisions to the state's fiscal controls and accounting procedures that will a) permit preparation of the SF-425 Federal fiscal reports (FFR) and b) permit the tracing of expenditures adequate to ensure funds have been used appropriately under the block grant, as required by Block Grant regulations applicable to CSBG at 45 CFR 96.30(a). **[Narrative, 3000 Characters]**
 - May discuss separate invoicing, grant numbers, processes that keep funds separate.
- **10.6. Single Audit Management Decisions:** As it relates specifically to the CSBG CARES Supplemental, describe any additional provisions to state procedures for issuing management decisions for eligible entity single audits, as required by Block Grant regulations applicable to CSBG at 45 CFR 75.521. **[Narrative, 3000 Characters]**
 - Unlikely to be changes here

Section 12: Individual and Community Income Eligibility Requirements

- **12.1. Required Income Eligibility:** Provide the income eligibility threshold for services in the state. **[Select one item below and numeric response where applicable.]**
 - 200% of the HHS poverty line
 - 125% of the HHS poverty line
 - X % of the HHS poverty line (fill in the threshold): % **[Numeric response]**
 - Varies by eligible entity **[Narrative, 5000 characters]**
- **12.1a.** Describe any changes to the state policy and/or procedures for income eligibility, such as treatment of income and family/household composition as originally described in your FFY2020 CSBG State Plan [as dated in Section 1 of this Plan].
 - **No** changes were made to state policy and/or procedures for income eligibility
 - **Yes**, there are changes to state policy and/or procedures for income eligibility as described below: **[Narrative, 5000 Characters]**
- **12.2 & 12.3-** Describe changes to income eligibility for limited intake programs & community-targeted services



Section 14: CSBG Programmatic Assurances and Information Narrative

- Most assurances have the following option:
 - Please select the applicable response:
 - No change to the standard assurance in the CSBG State Plan.
 - Adaptations to the standard assurance in the CSBG State Plan for the CSBG CARES Supplemental are described below:
[Narrative, 3000 characters]
 - 14.2. 676(b)(2) does not require a response or additional information
- **Think- Is the State Office assuring key activities and requirements are met any differently?**
 - **Review your previous plan**



COVID-19 Response Group

- The CRG is a group comprised of local CAAs, State Associations and State Offices that were convened by the national partners to explore the network's response to COVID-19 and help the national partners frame the conversation around the response.
- The CRG has sent out a state and local survey to the network.
 - The deadline to respond is this Friday.
 - Please check your inboxes and take the time to respond!

NASCSP Virtual Annual Conference: *Ready & Resilient*

- September 28th – October 2nd
 - Join us to discuss:
 - Updates from OCS
 - Providing virtual T&TA
 - Monitoring approaches
 - State innovations building readiness & resiliency

Registration Opens July 27, 2020



NASCSP Board Elections



- The NASCSP board provides the critical leadership, vision, and direction to our organization.
- Executive Committee, CSBG Regional Representatives, and Alternate positions are up for election
 - Interested in serving? Nominate yourself or a fellow CSBG manager to serve on the board! Calls for nomination are coming in late-July.
- Voting will take place virtually
 - NASCSP will confirm the voting member with you prior to sending the ballot

Legislative Update- COVID Relief

Reminder: HEROES Act passed House back in May

- 1800 pages, \$3 Trillion in aid
- No new CSBG funding, but clarified small state allocation, 200% eligibility, and timely release of funds
- \$1.5 Billion supplemental to LIHEAP, \$1.5 Billion water assistance program
- Increased funding for nutrition programs, TANF Flexibility
- Aid for state and local governments
- Additional \$1,200 payments to individuals

Senate to (finally) introduce its counterpart to HEROES the Week of July 20th



Legislative Update

Appropriations

- House released FY 2021 Labor HHS Appropriations Bill week of 7-6-20
 - CSBG recommended to receive \$10 million increase to \$750 million
 - Expanded eligibility to 200% of poverty
 - \$25 million increase to LIHEAP
 - Senate is further behind on appropriations, Continuing Resolution likely unavoidable

Reauthorization

- No movement

Additional Bills

- H.R. 7328, “The Community Services Block Grant Enhancement Act”
- 200% of poverty, small state allocations, timely distributions





ANNUAL REPORT UPDATE

You Submitted the FY19 Report!!



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- Most all states have submitted their FY19 reports.
- Outstanding states are working with NASCSP and OCS to submit the report.
- NASCSP and OCS will begin their QA review and OCS will be sending states review memos by September.
- NASCSP will work on some lessons learned for improving SmartForms for FY20.



CSBG PERFORMANCE MANAGEMENT WEBSITE

CSBG Performance Management Website

- NASCSP is supporting OCS in the development of the CSBG Performance Management Website that will highlight state level CSBG data.
- States will be able to pull reports with graphs and charts and query the system for information found in state plans and Module 1.
- The website will be released only to states first prior to the general public.
- There will eventually be a public and private side.

Discussion



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2020 CSBG Regional Call Schedule

- September 1, 2020
- **November 10, 2020**
(new date)
- Two calls on each date:
 - 11:00 AM Regions 1-3
 - 2:00 PM Regions 4 & 5 EST

