

CSBG State Plan

Program Name: Community Services Block Grant

Grantee Name: Nebraska

Report Name: CSBG State Plan

Report Period: 10/01/2020 to 09/30/2021


Report Status: Submitted

Report Sections

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CSBG Cover Page (SF-424M)

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES Administration for Children and Families Community Services Block Grant (CSBG)		Form Approved OMB No: 0970-0382 Expires: 06/30/2021							
COVER PAGE									
* 1.a. Type of Submission: <input type="radio"/> Application <input type="radio"/> Plan <input checked="" type="radio"/> Other (2 Year)	* 1.b. Frequency: <input type="radio"/> Annual <input checked="" type="radio"/> Other (2 Year)	* 1.c. Consolidated Application/ Plan/Funding Request? Explanation: 2. Date Received: 3. Applicant Identifier: 4a. Federal Entity Identifier: 4b. Federal Award Identifier:	* 1.d. Version: <input checked="" type="radio"/> Initial <input type="radio"/> Resubmission <input type="radio"/> Revision <input type="radio"/> Update State Use Only: 5. Date Received By State: 6. State Application Identifier:						
7. APPLICANT INFORMATION									
* a. Legal Name: Nebraska Department of Health and Human Services									
* b. Employer/Taxpayer Identification Number (EIN/TIN): 1470491233B2		* c. Organizational DUNS: 808819957							
* d. Address:									
* Street 1:	301 Centennial Mall South	Street 2:	PO Box 95026						
* City:	Lincoln	County:	Lancaster						
* State:	NE	Province:							
* Country:	United States	* Zip / Postal Code:	68509 - 5026						
e. Organizational Unit:									
Department Name: Nebraska Department of Health and Human Services		Division Name: Division of Children and Family Services							
f. Name and contact information of person to be contacted on matters involving this application:									
Prefix:	* First Name: Stephanie	Middle Name: L	* Last Name: Beasley						
Suffix:	Title: Director Children & Family Services								
* Telephone Number: (402) 471-1757	Fax Number: (402) 471-9034		* Email: Stephanie.L.Beasley@nebraska.gov						
* 8a. TYPE OF APPLICANT: A: State Government									
b. Additional Description:									
* 9. Name of Federal Agency:									
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;"></td> <td style="width: 33%; text-align: center;">Catalog of Federal Domestic Assistance Number:</td> <td style="width: 33%; text-align: center;">CFDA Title:</td> </tr> <tr> <td>10. CFDA Numbers and Titles</td> <td style="text-align: center;">93569</td> <td style="text-align: center;">Community Services Block Grant</td> </tr> </table>					Catalog of Federal Domestic Assistance Number:	CFDA Title:	10. CFDA Numbers and Titles	93569	Community Services Block Grant
	Catalog of Federal Domestic Assistance Number:	CFDA Title:							
10. CFDA Numbers and Titles	93569	Community Services Block Grant							
11. Descriptive Title of Applicant's Project Community Services Block Grant State Plan for Nebraska FFY2021 and FFY2022									
12. Areas Affected by Funding: Statewide									
13. CONGRESSIONAL DISTRICTS OF:									
* a. Applicant 2		b. Program/Project: Statewide							
Attach an additional list of Program/Project Congressional Districts if needed.									
14. FUNDING PERIOD:		15. ESTIMATED FUNDING:							

a. Start Date:	b. End Date:	* a. Federal (\$): \$0	b. Match (\$): \$0
* 16. IS SUBMISSION SUBJECT TO REVIEW BY STATE UNDER EXECUTIVE ORDER 12372 PROCESS?			
a. This submission was made available to the State under the Executive Order 12372			
Process for Review on :			
b. Program is subject to E.O. 12372 but has not been selected by State for review.			
c. Program is not covered by E.O. 12372.			
* 17. Is The Applicant Delinquent On Any Federal Debt?			
<input type="radio"/> YES <input checked="" type="radio"/> NO			
Explanation:			
18. By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001) **I Agree <input checked="" type="checkbox"/>			
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.			
18a. Typed or Printed Name and Title of Authorized Certifying Official		18c. Telephone (area code, number and extension)	
		18d. Email Address	
18b. Signature of Authorized Certifying Official		18e. Date Report Submitted (Month, Day, Year)	
		08/31/2020	
Attach supporting documents as specified in agency instructions.			

Section 1: CSBG Lead Agency, CSBG Authorized Official, CSBG Point of Contact, and Official State Designation Letter

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES Administration for Children and Families Community Services Block Grant (CSBG)		Form Approved OMB No:0970-0382 Expires:06/30/2021	
SECTION 1 CSBG Lead Agency, CSBG Authorized Official, CSBG Point of Contact, and Official State Designation Letter			
1.1. Identify whether this is a One-Year or a Two-Year Plan		<input type="radio"/> one-year <input checked="" type="radio"/> two-year	
1.1a. Provide the federal fiscal years this plan covers:		Year One 2021	Year Two 2022
1.2. Lead Agency: Update the following information in relation to the lead agency designated to administer CSBG in the state, as required by Section 676(a) of the CSBG Act.			
<i>Information should reflect the responses provided in the Application for Federal Assistance, SF-424M.</i>			
Has information in regards to the state lead agency has changed since the last submission of the state plan? <input type="radio"/> Yes <input checked="" type="radio"/> No			
If yes, provide the date of change and select the fields that have been updated			
<input type="checkbox"/> Lead Agency	<input type="checkbox"/> Department Type	<input type="checkbox"/> Department Name	
<input type="checkbox"/> Authorized Official	<input type="checkbox"/> Street Address	<input type="checkbox"/> City	
<input type="checkbox"/> Zip Code	<input type="checkbox"/> Business Number	<input type="checkbox"/> Fax Number	
<input type="checkbox"/> Email Address	<input type="checkbox"/> Website		
1.2a. Lead agency			
1.2b. Cabinet or administrative department of this lead agency <i>[Select one option and narrative where applicable]</i>			
<input type="radio"/> Community Services Department			
<input type="radio"/> Human Services Department			
<input type="radio"/> Social Services Department			
<input type="radio"/> Governor's Office			
<input type="radio"/> Community Affairs Department			
<input type="radio"/> Health Department			
<input type="radio"/> Housing Department			
<input checked="" type="radio"/> Other, describe			
Health and Human Services			
1.2c. Cabinet or Administrative Department Name: Provide the name of the cabinet or administrative department of the CSBG authorized official			
1.2d. Authorized official of the lead agency			
Name: Stephanie L Beasley		Title: Director of Division of Children & Family Services	
1.2e. Street Address		301 Centennial Mall South - PO Box 95026	
1.2f. City	Lincoln	1.2g. State NE	1.2h. Zip 68509
1.2i. Telephone number and extension 402 471 - 1757 ext.		1.2j. Fax number 402 471 - 9034	
1.2k. Email address Stephanie.L.Beasley@nebraska.gov		1.2l. Lead agency website www.dhhs.ne.gov	

1.3. Designation Letter:			
Attach the state's official CSBG designation letter. A new designation letter is required if the chief executive officer of the state and/or the designated agency has changed.			
1.4. CSBG Point of Contact: provide the following information in relation to the designated state CSBG point of contact. The state CSBG point of contact should be the person that will be the main point of contact for CSBG within the state.			
Has Information in regards to the state point of contact has changed since the last submission of the state plan? <input checked="" type="radio"/> Yes <input type="radio"/> No			
If yes, provide the date of change and select the fields that have been updated Date picker and check all the apply 02/01/2019			
<input type="checkbox"/>	Agency Name	<input checked="" type="checkbox"/>	Point of Contact
<input type="checkbox"/>	City	<input type="checkbox"/>	Zip Code
<input type="checkbox"/>	Fax Number	<input checked="" type="checkbox"/>	Email Address
<input checked="" type="checkbox"/>	Street Address	<input type="checkbox"/>	Website
<input checked="" type="checkbox"/>	Office Number		
1.4a. Agency Name Department of Health and Human Services - Division of Children and Family Services			
1.4b Point of Contact Name			
Name: Matt Thomsen		Title: LIHEAP, NHAP, & CSBG Program Manager	
1.4c. Street Address		1033 O Street	
1.4d. City		Lincoln	1.4e. State NE 1.4f. Zip 68508
1.4g. Telephone Number 402 417 - 9435 ext.		1.4h. Fax Number 402 471 - 9544	
1.4i. Email Address Matt.Thomsen@nebraska.gov		1.4j. Agency Website www.dhhs.ne.gov	
1.5. Provide the following information in relation to the State Community Action Association.			
There is currently a state Community Action Association within the state. <input checked="" type="radio"/> Yes <input type="radio"/> No			
Has Information in regards to the state Community Action Association has changed since the last submission of the state plan? <input type="radio"/> Yes <input checked="" type="radio"/> No			
If yes, provide the date of change and select the fields that have been updated Date picker and check all the apply			
<input type="checkbox"/>	Agency Name	<input type="checkbox"/>	Executive Director
<input type="checkbox"/>	City	<input type="checkbox"/>	State
<input type="checkbox"/>	Office Number	<input type="checkbox"/>	Fax Number
<input type="checkbox"/>	Website	<input type="checkbox"/>	RPIC Lead
<input type="checkbox"/>	Street Address	<input type="checkbox"/>	Email Address
<input type="checkbox"/>	Zip Code		
1.5a. Agency Name Community Action of Nebraska			
1.5b. Executive Director or Point of Contact			
Name: Ashley Frevert		Title: Executive Director	
1.5c. Street Address		210 O Street, Suite 100	
1.5d. City		Lincoln	1.5e. State NE 1.5f. Zip 68508
1.5g. Telephone number 402 471 - 3714 ext. 1		1.5h. Fax number 402 471 - 3481	
1.5i. Email Address director@canhelp.org		1.5j. State Association Website www.canhelp.org	
1.5k. State Association currently serves as the Regional Performance Innovation Consortia (RPIC) lead <input type="radio"/> Yes <input checked="" type="radio"/> No			

Section 2: State Legislation and Regulation

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
Administration for Children and Families
Community Services Block Grant (CSBG)

Form Approved
OMB No: 0970-0382
Expires:06/30/2021

SECTION 2 State Legislation and Regulation

2.1. CSBG State Legislation:

State has a statute authorizing CSBG ☐ Yes ☒ No

2.2. CSBG State Regulation:

State has regulations for CSBG ☒ Yes ☐ No

2.3. Legislation/Regulation Document: Attach the legislation and/or regulations or provide a hyperlink(s) to the documents indicated under Item 2.1. and/or Item 2.2.

2.4. State Authority:

Select a response for each of the following items about the state statute and/or regulations authorizing CSBG:

2.4a. Authorizing Legislation: State legislature enacts authorizing legislation or amendments to an existing authorizing statute, last federal fiscal year ☐ Yes ☒ No

2.4b. Regulation Amendments: State established or amended regulations for CSBG last federal fiscal year ☒ Yes ☐ No

2.4c. Designation: State statutory or regulatory authority designates the bureau, division, or office in the state government that is to be the state administering agency ☒ Yes ☐ No

Section 3: State Plan Development and Statewide Goals

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
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SECTION 3

State Plan Development and Statewide Goals

3.1. CSBG Lead Agency Mission and Responsibilities:

Briefly describe the mission and responsibilities of the state agency that serves as the CSBG Lead Agency.

The mission of the Nebraska Department of Health and Human Services (NE DHHS) is Helping people live better lives. NE DHHS includes the Divisions of: Behavioral Health, Children and Family Services, Developmental Disabilities, Medicaid and Long-Term Care, and Public Health. The CSBG program is housed within the Division of Children and Family Services (CFS). CFS includes child welfare, adult protective services, economic support programs and the youth rehabilitation and treatment centers. NE DHHS adopted Values and Core Competencies it strives for in all programs. These are: 1.Constant Commitment to Excellence 2. High Personal Standard of Integrity 3. Positive and Constructive Attitude and Actions 4. Openness to New Learning 5. Dedication to the Success of Others. In July 2019, NE DHHS released a business plan titled Helping Hands: Helping People Live Better Lives. The department has identified 15 priorities that have a four-prong approach: create an integrated service delivery system, establish and enhance collaborative relationships, align DHHS teammates under our mission of Helping People Live Better Lives, and enhance the Departments internal infrastructure to provide more effective, efficient, customer-focused services to Nebraskans.

3.2. State Plan Goals:

Describe the state's CSBG-specific goals for state administration of CSBG under this State Plan.

(Note: This information is associated with State Accountability Measure 1Sa(i) and pre-populates the State's Annual Report, Module 1, Item B.1.)

Eligible Entity Specific All 9 Eligible Entities will meet 93% of the Organizational Standards during the FY2021 review and FY2022 review. The Nebraska State CSBG Office will provide training and technical assistance to agencies, as needed, to ensure the eligible entities have tools available and improve their status with organizational standards. All eligible entities will ensure services/activities address identified needs/service gaps in their areas. Improve data analysis and ROMA implementation across all nine eligible entities. State Specific Improve upon the revised monitoring processes. Support all eligible entities with the implementation of Clarity (new database). Support and share information with eligible entities regarding the network and connect the eligible entities to information regarding other government and community programs.

3.3. State Plan Development:

Indicate the information and input the state accessed to develop this State Plan.

3.3a. Analysis of state-level tools *[Check all that apply and narrative where applicable]*

☒ State Performance Indicators and/or National Performance Indicators (NPIs)

☐ U.S. Census data

☒ State performance management data (e.g., accountability measures, ACSI survey information, and/or other information from annual reports)

☒ Monitoring Visits/Assessments

☐ Tools not identified above (specify)

3.3b. Analysis of local-level tools *[Check all that apply and narrative where applicable]*

☒ Eligible entity community needs assessments

☒ Eligible entity community action plans

☒ Public Hearings/Workshops

☒ Tools not identified above (e.g., State required reports)[specify]

Organizational Standard Reviews, as well as Monthly Executive Director/Chief Executive Officer Calls were utilized.

3.3c. Consultation with *[Check all that applies and narrative where applicable]*

☒ Eligible entities (e.g., meetings, conferences, webinars; not including the public hearing)

☒ State Association

☒ National Association for State Community Services Programs (NASCSPP)

☒ Community Action Partnership (The Partnership)

☒ Community Action Program Legal Services (CAPLAW)

☐ CSBG Tribal Training and Technical Assistance (T/TA) provider

<input checked="" type="checkbox"/>	Regional Performance Innovation Consortium (RPIC)
<input type="checkbox"/>	Association for Nationally Certified ROMA Trainers (ANCRT)
<input checked="" type="checkbox"/>	Federal CSBG Office
<input type="checkbox"/>	Organizations not identified above [Specify]

3.4. Eligible Entity Involvement

3.4a. Describe the specific steps the State took in developing the State Plan to involve the eligible entities.

(Note: This information is associated with State Accountability Measures 1Sa(ii) and may pre-populate the State's annual report form)

In February 2020, the Nebraska State CSBG office met in person with all nine eligible entities and the state association during the Community Action of Nebraska board meeting to review the current state plan and discuss revisions for the future. The Nebraska State CSBG Office met with the Executive Directors of the eligible entities monthly to provide updates and obtain feedback throughout the year.

3.4b. Performance Management Adjustment: Describe how the state adjusted its State Plan development procedures under this State Plan, as compared to previous plans in order to:

1) encourage eligible entity participation and
 2) ensure the State Plan reflects input from eligible entities?

Any adjustment should be based on the State's analysis of past performance in these areas, and should consider feedback from eligible entities, OCS, and other sources, such as the public hearing.
 If the State is not making any adjustments, provide further detail.

(Note: This information is associated with State Accountability Measures 1Sb(i) and (ii) and pre-populate the Annual Report, Module 1, Item B.1.)

In February 2019, all new staff began in the Nebraska State CSBG Office. According to the ASCI Survey results received on June 11, 2019, the eligible entities reported a decrease of 12 points on the Nebraska Customer Satisfaction Index. Nebraskas score decreased by 17 points from the 2017 to 2019 in regards to the development of the state plan. Throughout FY2020, the Nebraska State CSBG Office has worked diligently to increase communication between the eligible entities, the Nebraska State CSBG Office, and the State Association to include stakeholders in the state planning process. The Nebraska State CSBG Office met with representatives from the eligible entities and Community Action of Nebraska in February of 2020 to review the current state plan and plan for future revisions. The Nebraska State CSBG Office has maintained at least monthly calls with representatives from the eligible entities. The Nebraska State CSBG Office has also increased engagement with national and federal partners to obtain guidance. This guidance is shared with the entire network. The Nebraska State CSBG Office has prioritized encouraging more participation from all nine eligible entities to ensure the state plan reflects eligible entity input.

3.5. Eligible Entity Overall Satisfaction:
 Provide the State's target for eligible entity Overall Satisfaction during the performance period:

Year One	72	Year Two	75
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Instructional Note: The state's target score will indicate improvement or maintenance of the state's Overall Satisfaction score from the most recent American Customer Survey Index (ACSI) survey of the state's eligible entities.

(Note: Item 3.5 is associated with State Accountability Measure 8S and may pre-populate the State's annual report form)

Section 4: CSBG Hearing Requirements

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
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SECTION 4 CSBG Hearing Requirements

4.1. Public Inspection:

Describe the steps taken by the state to disseminate this State Plan to the public for review and comments prior to the public hearing, as required under Section 676(e)(2) of the Act.

The Nebraska State CSBG Office began discussing the state plan with eligible entities and the State Association in February of 2020. The eligible entities and State Association received a copy of the State Plan via e-mail and were encouraged to share the information. The drafted State Plan and notice of the public hearing was posted on the Nebraska Department of Health and Human Services website (DHHS.ne.gov) to allow for review and public comment. The public comment period lasted for 30 days. The Nebraska State CSBG Office distributed the public hearing notice to the two newspapers with the largest statewide distribution in Nebraska (the Omaha World Herald and the Lincoln Journal Star), as well as directly to the eligible entities, and grantees receiving discretionary funding.

4.2. Public Notice/Hearing:

Describe how the state ensured there was sufficient time and statewide distribution of notice of the public hearing(s) to allow the public to comment on the State Plan, as required under Section 676(a)(2)(B) of the CSBG Act.

The Nebraska State CSBG Office began discussing the state plan with eligible entities and the State Association in February of 2020. The Nebraska State CSBG Office emailed the drafted State Plan to all eligible entities and the state association office for review. The Nebraska State CSBG Office submitted the drafted State Plan and notice of the public hearing to be posted on the Nebraska Department of Health and Human Services website (dhhs.ne.gov) to allow thirty days for the public to review and provide comments prior to the public hearing. The Nebraska State CSBG Office submitted the public hearing notice to the two newspapers with the largest statewide distribution in Nebraska (the Omaha World Herald and the Lincoln Journal Star), all eligible entities, and grantees receiving discretionary funding. The state held a public hearing to allow eligible entities, as well as interested public members to provide comments and feedback on the proposed state plan. This allowed time for eligible entities as well as interested public members to provide additional feedback. At the public hearing there was one comment. This comment was from the Executive Director of Eastern Nebraska Community Action Partnership. The comment was in support of the CSBG State Plan for FFY 2021-2022.

4.3. Public and Legislative Hearings:

In the table below, specify the date(s) and location(s) of the public and legislative hearing(s) held by the designated lead agency for this State Plan, as required under Section 676(a)(2)(B) and Section 676(a)(3) of the Act.

	Date	Location	Type of Hearing [Select an option]	If a combined hearing was held, confirm that the public was invited
1	03/28/2019	Nebraska State Capital (Lincoln, NE)	Legislative	<input type="checkbox"/>

4.4. Attach supporting documentation or a hyperlink for the public and legislative hearings.

<https://www.nebraskalegislature.gov/FloorDocs/106/PDF/Transcripts/Health/2019-03-28.pdf>

Section 5: CSBG Eligible Entities

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SECTION 5 CSBG Eligible Entities

5.1. CSBG Eligible Entities:

In the table below, indicate whether each eligible entity in the state, is public or private, the type(s) of entity, and the geographical area served by the entity.

Note: Table 5.1 pre-populates the Annual Report, Module 1, Table C.1.

Types of Entities include Community Action Agency, Limited Purpose Agency, Local Government Agency, Migrant or Seasonal Farmworker Organization, Tribe or Tribal Organization, and Other

#	CSBG Eligible Entity	Geographical Area Served by county (Provide all counties)	Public or Nonprofit	Type of Entity [choose all that apply]
1	Blue Valley Community Action, Inc.	Butler County, Fillmore County, Gage County, Jefferson County, Polk County, Saline County, Seward County, Thayer County, York County	Non-Profit	Community Action Agency
2	Community Action Partnership of Lancaster and Saunders Counties, Inc.	Lancaster County, Saunders County	Non-Profit	Community Action Agency
3	Community Action Partnership of Western Nebraska	Scottsbluff County, Morrill County, Cheyenne County, Kimball County, Garden County, Banner County, Deuel County	Non-Profit	Community Action Agency
4	Central Nebraska Community Action Partnership	Boone County, Colfax County, Platte County, Boyd County, Holt County, Wheeler County, Brown County, Keya Paha County, Rock County, Hall County, Howard County, Hamilton County, Merrick County, Nance County, Blaine County, Custer County, Loup County, Sherman County, Valley County, Garfield County, Greeley County	Non-Profit	Community Action Agency
5	Eastern Nebraska Community Action Partnership	Douglas County, Sarpy County	Non-Profit	Community Action Agency
6	Community Action Partnership of Mid-Nebraska	Grant County, Hooker County, Thomas County, Arthur County, McPherson County, Logan County, Keith County, Lincoln County, Perkins County, Dawson County, Buffalo County, Chase County, Hayes County, Frontier County, Gosper County, Phelps County, Kearney County, Adams County, Clay County, Dundy County, Hitchcock County, Red Willow County, Furnas County, Harlan County, Franklin County, Webster County, Nuckolls County	Non-Profit	Community Action Agency
7	Northeast Nebraska Community Action Partnership, Inc.	Antelope County, Burt County, Cedar County, Cuming County, Dakota County, Dixon County, Dodge County, Knox County, Madison County, Pierce County, Stanton County, Thurston County, Washington County, Wayne County	Non-Profit	Community Action Agency
8	Northwest Community Action Partnership	Cherry County, Sheridan County, Box Butte County, Dawes County, Sioux County	Non-Profit	Community Action Agency
9	Southeast Nebraska Community Action Partnership, Inc.	Cass County, Otoe County, Johnson County, Nemaha County, Pawnee County, Richardson County	Non-Profit	Community Action Agency

5.2. Total number of CSBG eligible entities 9

5.3. Changes to Eligible Entities List:

Within the tables below, describe any changes that have occurred to the Eligible Entities within the state since the last federal fiscal Year (FFY), as applicable.

One or more of the following changes were made to the eligible entity list: [Check all that apply].

- ☐ Designation and/or Re-Designation
- ☐ De-designations and/or Voluntary Relinquishments
- ☐ Mergers
- ☒ No Changes to Eligible Entities List

5.3a. Designation and Re-Designation: Identify any new entities that have been designated as eligible entities, as defined under Section 676A of the Act, since the last federal fiscal year. Include any eligible entities designated to serve an area previously not served by CSBG as well as any entities designated to replace another eligible entity that was terminated (de-designated) or that voluntarily relinquished its status as a CSBG eligible entity.

CSBG Eligible Entity	Type	Start Date	Geographical Area Served	Delete

5.3b. Designation and Voluntary Relinquishments: Identify any entities that are no longer receiving CSBG funding. Include any eligible entities that have been terminated (de-designated) as defined under Section 676(c) and Section 676C of the Act, or voluntarily relinquished their CSBG eligible entity status since the last Federal Fiscal Year (FFY). Include any eligible entities designated to serve an area previously not served by CSBG as well as any entities designated to replace another eligible entity that was terminated (de-designated)

CSBG Eligible Entity	Reason	Delete

5.3c. Mergers: In the table below, provide information about any mergers or other combinations of two or more eligible entities that were each listed in the prior year State Plan.

Original CSBG Eligible Entities	Surviving CSBG Eligible Entity	New Name (as applicable)	DUNS No.	Delete

Section 6: Organizational Standards for Eligible Entities

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SECTION 6 Organizational Standards for Eligible Entities

Note: Reference IM 138, *State Establishment of Organizational Standards for CSBG Eligible Entities*, for more information on Organizational Standards. Click [HERE](#) for IM 138.

6.1. Choice of Standards: Confirm whether the state will implement the CSBG Organizational Standards Center of Excellence (COE) organizational standards (as described in IM 138) or an alternative set during the federal fiscal year(s) of this planning period

☒ COE CSBG Organizational Standards ☐ Modified version of COE CSBG Organizational Standards ☐ Alternative set of Organizational Standards

6.1a. Modified Organizational Standards: In the case that the state is requesting to use modified COE-developed organizational standards, provide the proposed modification for the FFY of this planning period including the rationale.

N/A

6.1b. Alternative Organizational Standards: If using an alternative set of organizational standards, attach the complete list of alternative organizational standards.

6.1c. Alternative Organizational Standards Changes: If using an alternative set of organizational standards:

- 1) provide any changes from the last set provided during the previous State Plan submission;
- 2) describe the reasons for using alternative standards; and
- 3) describe how they are at least as rigorous as the COE- developed standards

☐ There were no changes from the previous State Plan submission

Provide reason for using alternative standards

N/A

Describe rigor compared to COE-developed Standards

N/A

6.2. Implementation: Check the box that best describes how the state officially adopt(ed) organizational standards for eligible entities in the state in a manner consistent with the state's administrative procedures act. If "Other" is selected, provide a timeline and additional information, as necessary. *[Check all that apply and narrative where applicable]*

☐ Regulation

☒ Policy

☒ Contracts with eligible entities

☐ Other, describe:

6.3. Organizational Standards Assessment: Describe how the state assess eligible entities against organizational standards this federal fiscal year(s). *[Check all that apply.]*

☐ Peer-to-peer review (*with validation by the State or state-authorized third party*)

☒ Self-assessment (*with validation by the State or state-authorized third party*)

☐ Self-assessment/peer review with state risk analysis

☐ State-authorized third party validation

☐ Regular, on-site CSBG monitoring

☐ Other

6.3a. Assessment Process: Describe the planned assessment process.

The Nebraska State CSBG Office plans to use the same process for assessment in FY2021 and FY2022. The Nebraska State CSBG Office will email the Organizational Standard Self-Assessment for Private CAAs tool to all eligible entities with an identified deadline for completion. The Nebraska State CSBG Office will validate the results of the self-assessments of all nine eligible entities with a sample selection process. This sample selection process will include the review of the standards the eligible entity self-selects as not met, the standards previously not met by the entity from the previous fiscal year, and the standards selected by the Nebraska State CSBG Office. The standards selected for review by the Nebraska State CSBG Office will be based upon any areas of needed improvement indicated by the network, guidance provided by federal partners, and issues identified by the Nebraska State CSBG Office. The Nebraska State CSBG Office will review eighteen total standards with at least one standard from each category. After the Nebraska

State CSBG Office validates the self-assessment (reviews the standards self-selected as not met by the entity, the standards not met the previous year, and the standards selected for review), the Nebraska State CSBG Office will set-up a conference call with each agency to review any issues identified. If any further documentation is required, the Nebraska State CSBG Office will establish a date by which the entities must submit the documentation in order to meet that standard. If an entity is not able to meet a standard by the established due date, the Nebraska State CSBG Office will develop a technical assistance plan (TAP) with that entity. TAP's will outline the documentation that is needed from the entity, actions required by the entity, training and technical assistance (TTA) that the Nebraska State CSBG Office needs to provide, and set deadlines. Organizational standards are maintained individually by the entities. Organizational standards not reviewed by the Nebraska State CSBG Office identified as met by an entity are considered met. The Nebraska State CSBG Office determines the total percentage of standards met by dividing the number of met standards (including self-assessed standards) by the total number of standards. The entities organize supporting documentation for each standard on a flash drive, which is provided to the Nebraska State CSBG office for review.

6.4. Eligible Entity Exemptions: Will the state make exceptions in applying the organizational standards for certain eligible entities due to special circumstances or organizational characteristics (as described in IM 138)? ☐ Yes ☒ No

6.4a. Provide the specific eligible entities the state will exempt from meeting organizational standards, and provide a description and a justification for each exemption

Total Number of Exempt Entities: 0

CSBG Eligible Entity	Description / Justification	Delete

6.5. Performance Target: Provide the percentage of eligible entities that the state expects to meet all the state-adopted organizational standards for FFY(S) for this planning period

Year One	93%	Year Two	93%
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Note: Item 6.5 is associated with State Accountability Measures 6Sa and prepopulate the Annual report, Module I, Table D.2.

Section 7: State Use of Funds

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES Administration for Children and Families Community Services Block Grant (CSBG)	Form Approved OMB No: 0970-0382 Expires:06/30/2021		
SECTION 7 State Use of Funds			
Eligible Entity Allocation (90 Percent Funds) [Section 675C(a) of the CSBG Act]			
7.1. Formula: Select the method (formula) that best describes the current practice for allocating CSBG funds to eligible entities.			
<input type="radio"/> Historic			
<input checked="" type="radio"/> Base + Formula			
<input type="radio"/> Formula Alone			
<input type="radio"/> Formula with Variables			
<input type="radio"/> Hold Harmless + Formula			
<input type="radio"/> Other			
7.1a. Formula Description: Describe the current practice for allocating CSBG funds to eligible entities. Nebraska's current CSBG allocation formula is in effect from 2013-2023. The next review and revision is expected to occur with receipt of the statewide decennial census data (projected to be in 2023). The review and evaluation is expected to be conducted by a committee that includes: the Nebraska State CSBG Office, Community Action of Nebraska (CAN) staff, and the Executive Directors (or Chief Executive Officers) of the eligible entities. At a minimum, the allocation criteria and formula will be updated to include the new decennial census data. NE DHHS will be responsible for informing the committee of current CSBG Program funding allocation laws, regulations, and requirements. If the committee determines allocation criteria and formula changes are necessary, the committee will be responsible for developing a new allocation criteria and formula proposal. As designated by the State of Nebraska Governor, the Director of Children and Family Services will provide final approval for this new allocation criteria and formal proposal.			
7.1b. Statute: Does a state statutory or regulatory authority specify the formula for allocating "not less than 90 percent" funds among eligible entities? <input type="radio"/> Yes <input checked="" type="radio"/> No			
7.2. Planned Allocation: Specify the percentage of your CSBG planned allocation that will be funded to eligible entities and "not less than of 90 percent funds" as described under Section 675C(a) of the CSBG Act. In the table, provide the planned allocation for each eligible entity receiving funds for the fiscal year(s) covered by this plan.			
Note: This information pre-populates the state's Annual Report, Module 1, Table E.2.			
Year One	90.00%	Year Two	90.00%
Planned CSBG 90 Percent Funds			
CSBG Eligible Entity	Year One Funding Amount \$	Delete	
Blue Valley Community Action, Inc.	\$318,197		
Community Action Partnership of Lancaster and Saunders Counties, Inc.	\$656,404		
Community Action Partnership of Western Nebraska	\$298,324		
Central Nebraska Community Action Partnership	\$508,476		
Eastern Nebraska Community Action Partnership	\$1,156,291		
Community Action Partnership of Mid-Nebraska	\$601,993		
Northeast Nebraska Community Action Partnership, Inc.	\$541,552		
Northwest Community Action Partnership	\$231,121		
Southeast Nebraska Community Action Partnership, Inc.	\$256,157		
Total	\$4,568,515		
CSBG Eligible Entity Year Two			
CSBG Eligible Entity	Year Two Funding Amount \$	Delete	
Blue Valley Community Action, Inc.	\$318,197		
Community Action Partnership of Lancaster and Saunders Counties, Inc.	\$656,404		

Community Action Partnership of Western Nebraska	\$298,324
Central Nebraska Community Action Partnership	\$508,476
Eastern Nebraska Community Action Partnership	\$1,156,291
Community Action Partnership of Mid-Nebraska	\$601,993
Northeast Nebraska Community Action Partnership, Inc.	\$541,552
Northwest Community Action Partnership	\$231,121
Southeast Nebraska Community Action Partnership, Inc.	\$256,157
Total	\$4,568,515

7.3. Distribution Process:
Describe the specific steps in the state's process for distributing 90 percent funds to the eligible entities and include the number of days each step is expected to take; include information about state legislative approval or other types of administrative approval (such as approval by a board or commission).

Nebraska utilizes the following steps to distribute 90% of funds to the eligible entities. Upon receipt of the Notice of Award, sub-awards are created based upon the information received from the Notice of Award. In FY2020, this step took 6 days. The next step is for the sub-awards to be reviewed by Program Administration (specifically the Program Manager, Economic Assistance Administrator, Deputy Director, and Director of Children and Family Services). In FY2020, this step took 8 days. Once approved by Program Administration, the sub-awards must be reviewed and approved by the Procurement Department. Procurement reviews require approval from a buyer, the Legal Department, Grants Management, and Finance. In FY2020, this step took 58 days. Each reviewer/level within Procurement is allowed ten business days to review a sub-award. Once approved by the Procurement Department, the sub-awards are sent to the eligible entities for signature via DocuSign (electronically). Once returned, the Director of Children and Family Services electronically signs the award. Overall, in FY2020, sub-awards were executed within 72 days of receipt of the Notice of Award. DHHS submits an updated attachment 1 with each subsequent Notice of Award received during the fiscal year. The attachment 1 process is a quicker process than the initial sub-award process. The eligible entities can request reimbursement following full execution of the sub-award. Payments are initiated by the Nebraska State CSBG Office through an automated system (OnBase). After a payment is entered and approved on OnBase, the payment must be approved by Support Services, Grants Management and Accounting. Accounting notifies the Nebraska State CSBG Office when payments have been approved. Eligible entities receive payment within two to three business days from this approval. Overall, payments are expected to be issued within approximately thirty to forty-five days of receipt.

7.4. Distribution Timeframe:
Does the state plan to make funds available to eligible entities no later than 30 calendar days after OCS distributes the federal award? ☒ Yes
☐ No

7.4a. Distribution Consistency: If no, describe state procedures to ensure funds are made available to eligible entities consistently and without interruption.

Note: Item 7.4 is associated with State Accountability Measure 2Sa and may prepopulate the state's annual report form.

7.5. Performance Management Adjustment:
Describe the state's strategy for improving grant and/or contract administration procedures under this State Plan as compared to past plans. Any improvements should be based on analysis of past performance, and should consider feedback from eligible entities, OCS, and other sources, such as the public hearing. If the state is not making any improvements, provide further detail.

Note: This information is associated with State Accountability Measure 2Sb and may prepopulate the state's annual report form.

Nebraska's Procurement Policy allows for priority processing in select circumstances to decrease the amount of time in which it will take to make funds available to the eligible entities. In FY2021 and forward, the Nebraska State CSBG Office will request priority processing standards to be applied in the approval of the sub-awards. Utilizing priority processing methods, allowed the Nebraska State CSBG Office to obligate the CSBG CARES Act funds within 30 days of receipt of the Notice of Award. In addition, in FY2019, NE DHHS began utilizing an attachment 1 when new funds are received rather than completing a full amendment to the sub-award. An attachment 1 update is a significantly faster process than completing an amendment. In FY2018, NE DHHS also implemented the use of DocuSign (electronic signatures) to expedite the process of receiving sub-award signatures.

Administrative Funds [Section 675C(b)(2) of the CSBG Act]

Note: This information pre-populates the state's Annual Report, Module 1, Table E.4.

7.6. Allocated Funds: Specify the percentage of your CSBG planned allocation for administrative activities for the FFY(s) covered by this State plan.

Year One (0.00%)	5.00	Year Two (0.00%)	5.00
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7.7. State Staff: Provide the number of state staff positions to be funded in whole or in part with CSBG funds for the FFY(s) covered by this State Plan

Year One	3.00	Year Two	3.00
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7.8. State FTEs: Provide the number of state Full Time Equivalents (FTEs) to be funded with CSBG funds for the FFY(s) covered by this State Plan

Year One	1.83	Year Two	1.83
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7.9. Remainder/Discretionary Funds Use: Does the state have remainder/discretionary funds, as described in Section 675C(b)(1) of the CSBG

Act? <input checked="" type="radio"/> Yes <input type="radio"/> No		
If yes, provide the allocated percentage and describe the use of the remainder/discretionary funds in the table below.		
Year One (0.00%)	5.00%	Year Two (0.00%) 5.00%
Use of Remainder/Discretionary Funds(See Section 675C(b)(1) of the CSBG Act)		
<i>Note: This response will link to the corresponding assurance, Item 14.2.</i>		
<p><i>If a funded activity fits under more than one category in the table, allocate the funds among the categories. For example, if the state provides funds under a contract with the State Community Action association to provide training and technical assistance to eligible entities and to create a statewide data system, the funds for that contract should be allocated appropriately between Items 7.9a. - 7.9c. If allocation is not possible, the state may allocate the funds to the main category with which the activity is associated.</i></p>		
<i>Note: This information is associated with State Accountability Measures 3Sa and pre-populates the annual report Module 1, Table E.7.</i>		
Remainder/Discretionary Fund Uses	Year One Planned \$	Brief description of services/activities and/or activities
7.9a. Training/technical assistance to eligible entities	\$105,000.00	These planned services/activities will be described in State Plan Item 8.1.
7.9b. Coordination of state-operated programs and/or local programs	\$0.00	These planned services/activities will be described in State Plan Section 9, state Linkages and Communication.
7.9c. Statewide coordination and communication among eligible entities	\$45,000.00	These planned services/activities will be described in State Plan Section 9, state Linkages and Communication.
7.9d. Analysis of distribution of CSBG funds to determine if targeting greatest need	\$0.00	
7.9e. Asset-building programs	\$0.00	
7.9f. Innovative programs/activities by eligible entities or other neighborhood groups	\$0.00	
7.9g. State charity tax credits	\$0.00	
7.9h. Other activities, specify in column 3	\$98,000.00	Each eligible entity will be given the opportunity to request discretionary funding for allowable activities/services/programs per the CSBG Act. The eligible entity's request for discretionary funding must include a description of the activity/service/program; identify the need and how it will be addressed; identify the outcomes, goals, and targets to include how they will be measured; how the activity/service/program will be sustained in the future; and a budget.
Total	\$248,000.00	
Remainder/Discretionary Fund Uses	Year Two Planned \$	Brief description of services/activities
7.9a. Training/technical assistance to eligible entities	\$105,000.00	These planned services/activities will be described in State Plan Item 8.1.
7.9b. Coordination of state-operated programs and/or local programs	\$0.00	These planned services/activities will be described in State Plan Section 9, state Linkages and Communication.
7.9c. Statewide coordination and communication among eligible entities	\$45,000.00	These planned services/activities will be described in State Plan Section 9, state Linkages and Communication.
7.9d. Analysis of distribution of CSBG funds to determine if targeting greatest need	\$0.00	
7.9e. Asset-building programs	0	
7.9f. Innovative programs/activities by eligible entities or other neighborhood groups	\$0.00	
7.9g. State charity tax credits	\$0.00	
7.9h. Other activities, specify in column 3	\$98,000.00	Each eligible entity will be given the opportunity to request discretionary funding for allowable activities/services/programs per the CSBG Act. The eligible entity's request for discretionary funding must include a description of the activity/service/program; identify the need and how it will be

		addressed; identify the outcomes, goals, and targets to include how they will be measured; how the activity/service/program will be sustained in the future; and a budget.
Total	\$248,000.00	

7.10. Remainder/Discretionary Funds Partnerships: Select the types of organizations, if any, the State Plans to work with (by grant or contract using remainder/discretionary funds) to carry out some or all of the activities in table 7.9.
[Check all that apply and narrative where applicable]

☐ The state directly carries out all activities (No Partnerships)

☒ The state partially carries out some activities

☒ CSBG eligible entities (*if checked, include the expected number of CSBG eligible entities to receive funds*) 9

☐ Other community-based organizations

☒ State Community Action association

☒ Regional CSBG technical assistance provider(s)

☒ National technical assistance provider(s)

☐ Individual consultant(s)

☐ Tribes and Tribal Organizations

☐ Other

Note: *This response will link to the corresponding CSBG assurance, item 14.2.*

7.11. Performance Management Adjustment:
Describe any adjustments the state will make to the use of remainder/discretionary funds under this State Plan as compared to past plans. Any adjustment should be based on the state's analysis of past performance, and should consider feedback from eligible entities, OCS, and other sources, such as the public hearing. If the state is not making any adjustments, provide further detail.

Note: *This information is associated with State Accountability Measures 3Sb, and may pre-populate the State's annual report form.*

The Nebraska State CSBG Office will continue to award discretionary funding to Community Action of Nebraska (State Association) to support the training and technical assistance position for FY2021 and FY2022. In addition, the Nebraska State CSBG Office will also continue to award discretionary funding to the Community Action of Nebraska to coordinate statewide activities and communication, as well as to support a system administrator position. Per discussions with the eligible entities, the remaining amount of the five percent being utilized for discretionary funds will be evenly divided between the nine eligibility entities for other allowable activities/services/programs per the CSBG Act. In order to receive discretionary funds, each agency must submit a proposal to accompany the Annual Community Action Plan.

Section 8: State Training and Technical Assistance

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
Administration for Children and Families
Community Services Block Grant (CSBG)

Form Approved
OMB No: 0970-0382
Expires:06/30/2021

SECTION 8 State Use of Funds

8.1. 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.

(CSBG funding used for this activity is referenced under item 7.9(a), Remainder/Discretionary Funds. States should also describe training and technical assistance activities performed directly by state staff, regardless of whether these activities are funded with remainder/discretionary funds.)

Note: This information is associated with State Accountability Measure 3Scand pre-populates the Annual Report, Module 1, Table F.1.

Training and Technical Assistance - Year One

	Planned Timeframe	Training, Technical Assistance, or Both	Topic	Brief Description of "Other"
1	Ongoing / Multiple Quarters	Both	Fiscal	
2	Ongoing / Multiple Quarters	Both	Governance/Tripartite Boards	
3	Ongoing / Multiple Quarters	Both	Organizational Standards - General	
4	Ongoing / Multiple Quarters	Both	Organizational Standards for eligible entities with unmet TAPs and QIPs	
5	Ongoing / Multiple Quarters	Both	Monitoring	
6	Ongoing / Multiple Quarters	Both	Reporting	
7	Ongoing / Multiple Quarters	Both	ROMA	
8	Ongoing / Multiple Quarters	Both	Community Assessment	
9	Ongoing / Multiple Quarters	Both	Technology	

Training and Technical Assistance - Year Two

	Planned Timeframe	Training, Technical Assistance, or Both	Topic	Brief Description of "Other"
1	Ongoing / Multiple Quarters	Both	Fiscal	
2	Ongoing / Multiple Quarters	Both	Governance/Tripartite Boards	
3	Ongoing / Multiple Quarters	Both	Organizational Standards - General	
4	Ongoing / Multiple Quarters	Both	Organizational Standards for eligible entities with unmet TAPs and QIPs	
5	Ongoing / Multiple Quarters	Both	Monitoring	
6	Ongoing / Multiple Quarters	Both	Reporting	
7	Ongoing / Multiple Quarters	Both	ROMA	
8	Ongoing / Multiple Quarters	Both	Community Assessment	
9	Ongoing / Multiple Quarters	Both	Technology	

8.1a. Training and Technical Assistance Budget: The planned budget for the training and technical assistance plan (as indicated in the Remainder/Discretionary Funds table in item 7.9):

Year One	\$105,000	Year Two	\$105,000
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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.

The Nebraska State CSBG Office awards discretionary funding to the Community Action of Nebraska (CAN) to support a position for training and technical assistance. This position is responsible for carrying out the majority of the items listed in the training and technical assistance plan developed for the Nebraska community action network. This training and technical assistance plan is developed based upon feedback from all eligible entities, federal partners, and Community Action of Nebraska. The Nebraska State CSBG Office and the Community Action of Nebraska will also reach out to federal partners and local stakeholders in order to deliver the items needed for training and technical assistance. Trainings and consultations will include federal partners and local stakeholders who are able to provide their expertise to the Nebraska community action network.

8.2. TAPs and QIPs: Does the state have Technical Assistance Plans (TAPs) or Quality Improvement Plans (QIPs) in place for all eligible entities

with unmet organizational standards, if appropriate? ☒ Yes ☐ No

Note: This information is associated with State Accountability Measure 6Sb.QIPs are described in Section 678C(a)(4) of the CSBG Act. If the State, according to their corrective action procedures, does not plan to put a QIP in place for an eligible entity with one or more unmet organizational standards, the State should put a TAP in place to support the entity in meeting the standard(s).

8.2a. Address Unmet Organizational Standards: Describe the state's plan to provide T/TA to eligible entities to ensure they address unmet Organizational Standards. If an eligible entity has an unmet organizational standard following self-assessment and/or the Nebraska State CSBG Office validation, the eligible entity will have an opportunity to provide documentation to display the organizational standard is being met. The Nebraska State CSBG Office will establish this timeframe. If the eligible entity is not able to submit adequate documentation by the established timeframe, the Nebraska State CSBG Office will develop a Technical Assistance Plan (TAP) with that agency. This plan will include assistance the Nebraska State CSBG Office will provide to assist the agency in meeting the organizational standard, as well as outline the documentation needed from the eligible entity, actions required by the eligible entity, and establish deadlines. The Nebraska State CSBG Office will communicate with entities to monitor and update the TAP on a bi-monthly basis.

8.3. Training and Technical Assistance Organizations: Indicate the types of organizations through which the State Plans to provide training and/or technical assistance as described in item 8.1, and briefly describe their involvement. *[Check all that apply.]*

☒ CSBG eligible entities (*if checked, provide the expected number of CSBG eligible entities to receive funds*) 9

☒ Other community-based organizations

☒ State Community Action association

☒ Regional CSBG technical assistance provider(s)

☒ National technical assistance provider(s)

☒ Individual consultant(s)

☐ Tribes and Tribal Organizations

☐ Other

8.4. Performance Management Adjustment: Describe adjustments the state made to the training and technical assistance plan under this State Plan as compared to past plans. Any adjustment should be based on the state's analysis of past performance, and should consider feedback from eligible entities, OCS, and other sources, such as the public hearing. If the state is not making any adjustments, provide further detail.

Note: This information is associated with State Accountability Measures 3Sd may pre-populate the state's annual report form

The Nebraska State CSBG Office awards discretionary funding to the Community Action of Nebraska to support a position for training and technical assistance. This position is responsible for carrying out the majority of the items listed in the training and technical assistance plan developed for the Nebraska community action network. Prior to this additional funding, the Community Action of Nebraska only had the executive director position to complete training and technical assistance. This position allows for increased capacity to deliver training and technical assistance for statewide needs but also training and technical assistance needs identified by specific agencies. The Community Action of Nebraska experienced turnover in this position during FY2020. Thus, unfortunately, this position was unable to be fully utilized in the current fiscal year. This position has been refilled and will be available to support the eligible entities moving forward. CAN plans to adapt the manner in which feedback is obtained from the eligible entities for the Technical Assistance and Training Plan to ensure the training meets the needs of the network. The Nebraska State CSBG Office also plans to continue to seek out more guidance and training from federal partners through consultation, webinars, in person trainings, conference calls, etc.

Section 9: State Linkages and Communication

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
Administration for Children and Families
Community Services Block Grant (CSBG)

Form Approved
OMB No:0970-0382
Expires:06/30/2021

SECTION 9

State Linkages and Communication

Note: This section describes activities that the state may support with CSBG remainder/discretionary funds, described under Section 675C(b)(1) of the CSBG Act. The state may indicate planned use of remainder/discretionary funds for linkage/communication activities in Section 7, State Use of Funds, items 7.9(b) and (c).

9.1. State Linkages and Coordination at the state Level:

Describe the linkages and coordination at the state level that the State plans 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 or attach additional information as needed. [Check all that apply and narrative where applicable]

Note: This response will link to the corresponding CSBG assurance, item 14.5. In addition, this item is associated with State Accountability Measure 7Sa and may pre-populate the State's Annual Report, Module 1, Item G.1.

☒ State Low Income Home Energy Assistance Program (LIHEAP) office

☒ State Weatherization office

☒ State Temporary Assistance for Needy Families (TANF) office

☒ State Head Start office

☒ State public health office

☐ State education department

☐ State Workforce Innovation and Opportunity Act (WIOA) agency

☐ State budget office

☒ Supplemental Nutrition Assistance Program (SNAP)

☒ State child welfare office

☐ State housing office

☒ Other

In approximately May 2019, the Nebraska Homeless Assistance Program (NHAP) moved under the same program manager as CSBG and the Low Income Home Energy Assistance Program (LIHEAP), which has improved partnerships between these programs. NHAP, CSBG and LIHEAP are housed within the same Economic Assistance Unit as other programs such as: Aid to the Aged, Blind, and Disabled (AABD), Child Care, Food Distribution, Lifespan Respite Care, Refugee Resettlement, Supplemental Nutrition Assistance Program (SNAP), Social Services Block Grant (SSBG), and Temporary Assistance to Needy Families (TANF). These programs work together to meet client needs by ensuring the state office and community partners are well informed of the services and opportunities offered by these programs. In addition, since CSBG and LIHEAP are under the same Program Manager, there has been more collaboration between Weatherization and CSBG. The Nebraska State LIHEAP Office contracts with the Nebraska Department of Environment and Energy Office (NDEE) to manage the Weatherization program. The NDEE Office awards funding to eight agencies to carry out the Weatherization program. Seven of the eight agencies are CSBG eligible entities. The Nebraska State CSBG Office plans to further collaborate with other programs that the eligible entities implement such as Commodity Supplemental Food Program (CSFP), Head Start, and Special Supplemental Nutrition Program for Women, Infants, and Children (WIC). The Nebraska State CSBG Office currently participates in a weekly meeting with the Nebraska Children and Families Foundation, NE DHHS Child Welfare, NE DHHS Behavioral Health, NHAP Staff, etc. These weekly meetings are aimed at creating coordination and linkages to prevent abuse and neglect across the state. The Nebraska State CSBG Office attends Eligibility Operations meetings to share information with and obtain information from multiple state operated programs. In addition, the Nebraska State CSBG Office participates in Nebraska Partner Council meetings which include agencies such as Department of Labor, Department of Education, etc. During FY2020, the Nebraska State CSBG Office has also increased communication with the Nebraska Emergency Management Agency. During FY2020, the CSBG network in Nebraska began migrating to a new database (from ServicePoint to Clarity), which will allow the agencies to better track and utilize data to improve service provision. The Nebraska State CSBG Office and CAN will continue to support the eligible entities in this migration and utilization of Clarity.

9.2. State Linkages and Coordination at the Local Level:

Describe the linkages and coordination at the local level that the state to create or maintain with governmental and other social services, especially antipoverty programs, to assure the effective delivery of and coordination of CSBG services to low-income people and communities and avoid duplication of services, (and as required by assurances under Sections Sections 676(b)(5) - (6))

Note: This response will link to the corresponding CSBG assurances, items 14.5 and 14.6., and pre-populates the Annual Report, Module 1, Item G.2.

The Nebraska State CSBG Office continually communicates with other areas of NE DHHS and other government agencies to ensure that eligible entities are provided with correct information about Economic Assistance Programs, Medicaid Programs, Child Welfare Services, Public Health Programs, and

any other statewide services and programs. By providing and continually educating eligible entities regarding these programs and services, the Nebraska State CSBG Office ensures the eligible entities are better able to assist clients and works to eliminate possible duplication of services. In addition, the constant communication with other government programs, etc. helps the Nebraska State CSBG Office to be able to inform eligible entities about potential grant opportunities. The Nebraska State CSBG Office began participating in Statewide Central Navigation conference calls during the current fiscal year, which brings together services providers and agencies to discuss service provision across the State of Nebraska, identified issues, and potential solutions. The Nebraska State CSBG Office will continue to participate in these types of groups to assist with linkages and coordination.

9.3. Eligible Entity Linkages and Coordination

9.3a. State Assurance of Eligible Entity Linkages and Coordination:

Describe how the state will assure that the eligible entities will coordinate and establish linkages to assure the effective delivery of and coordination of CSBG services to low-income people and communities and avoid duplication of services (as required by the assurance under Section 676(b)(5)).

Note: This response will link to the corresponding CSBG assurance, item 14.5.

The Nebraska State CSBG Office incorporates information regarding this into the CSBG Community Action Plan. Eligible entities are required to complete a narrative explaining how they plan to coordinate and establish linkages to assure the effective delivery of and coordination of CSBG services to low-income people and communities, as well as avoid duplication of services. The Nebraska State CSBG Office also plans to further discuss the progress and impact of the linkages with staff from the eligible entities, as well as to determine if there is any need for support from the Nebraska State CSBG Office. Linkages and coordination is an area that is reviewed during the on-site monitoring review process. The Nebraska State CSBG Office asks several questions regarding partnerships within the community, referral processes, involvement in community meetings focused on coordinating services, creating programs jointly with other organizations, etc.

9.3b State Assurance of Eligible Entity Linkages to Fill Service Gaps:

Describe how the eligible entities will develop linkages to fill identified gaps in the services, through the provision of information, referrals, case management, and follow-up consultations, according to the assurance under Section 676(b)(3)(B) of the CSBG Act.

Note: This response will link to the corresponding CSBG assurance, item 14.3b., and pre-populates the Annual Report, Module 1, Item G.3b.

The Nebraska State CSBG Office incorporates information regarding this into the CSBG Community Action Plan. Eligible entities are required to complete a narrative explaining identified gaps in services; how the gaps in services were identified; how the agency plans to link with other partners to address the gaps in services; how the agency plans to use referrals, case management, and follow-up consultations to address gaps in services; and a list of partners involved in these efforts. The Nebraska State CSBG Office also requires each entity to submit their most recent community needs assessment and any annual updates. It is an expectation that the community needs assessment includes the identification of gaps in services. The Nebraska State CSBG Office plans to discuss the identified gaps in services, what gaps in services the entity plans to address this fiscal year, and the entity's plan to address these gaps with staff from the eligible entity throughout the year. The Nebraska State CSBG Office communicates with each entity regarding identified gaps, resources available to the entity, the need for support, etc. This is also an area that is reviewed during the onsite monitoring review process. The Nebraska State CSBG Office asks several questions regarding how the identified gaps in services and other community needs assessment findings guide programs (changes, additions, etc.), partnerships, referrals, case management, etc.

9.4. Workforce Innovation and Opportunity Act (WIOA) Employment and Training Activities:

Does the state intend to include CSBG employment and training activities as part of a WIOA Combined State Plan, as allowed under the Workforce Innovation and Opportunity Act (as required by the assurance under Section 676(b)(5) of the CSBG Act)? ☒ Yes
☐ No

Note: This response will link to the corresponding CSBG assurance, item 14.5.

9.4a. WIOA Combined Plan: If the state selected "yes" under item 9.4, provide the CSBG-specific information included in the state's WIOA Combined Plan. This information includes a description of how the state and the eligible entities will coordinate the provision of employment and training activities through statewide and local WIOA workforce development systems. This information may also include examples of innovative employment and training programs and activities conducted by community action agencies or other neighborhood-based organizations as part of a community antipoverty strategy.

9.4b. Employment and Training Activities: If the state selected "no" under item 9.4, describe the coordination of employment and training activities, as defined in Section 3 of WIOA, by the state and by eligible entities providing activities through the WIOA system.

The Nebraska Department of Labor (DOL) is responsible for the local level coordinated effort of the Work Innovation and Opportunity Act (WIOA). The coordinated effort is divided up into three WIOA regions called Greater Nebraska, Greater Lincoln, and Greater Omaha. The eligible entities who serve in the location of the current One-Stop Operations entered into local level Memorandums of Understanding (MOU) to create a local level customer focused American Job Center Network. The Nebraska State CSBG Office has provided support for the local level effort through collaboration with state government partners and will obtain information from the Office of Community Services (OCS)/other involved parties when needed. The Nebraska State CSBG Office was not involved in any negotiations of the agreements and MOUs but encourages eligible entities to work with the local WIOA boards regarding their role in Employment and Training Activities via the American Job Centers.

9.5. Emergency Energy Crisis Intervention:

Describe how the state will assure, where appropriate, that emergency energy crisis intervention programs under Title XXVI (relating to Low-Income Home Energy Assistance) are conducted in each community in the state, as required by the assurance under Section 676(b)(6) of the CSBG Act).

Note: This response will link to the corresponding CSBG assurance, item 14.6.

LIHEAP is a state administered program in Nebraska. Thus, LIHEAP funds are not awarded to eligible entities to assist households with energy assistance needs. Households are able to apply for and request home energy related crisis assistance from the state office. Households can apply/request assistance in person, on-line, via mail, or via phone to ensure assistance is available to households across the state of Nebraska. The eligible entities administer/participate in additional emergency assistance programs in which assistance can be provided. The Nebraska State CSBG Office incorporated information regarding this into the CSBG Community Action Plan. Eligible entities are required to complete a narrative explaining how the entity provides emergency services and supplies. The Nebraska State CSBG Office will further discuss emergency services with staff from the eligible entities. The Nebraska State CSBG Office also asks questions regarding emergency services during the onsite monitoring review process.

9.6. Faith-based Organizations, Charitable Groups, Community Organizations:

Describe how the state will assure local eligible entities will coordinate and form partnerships with other organizations, including faith-based organizations, charitable groups, and community organizations, according to the state's assurance under Section 676(b)(9) of the CSBG Act.

Note: this response will link to the corresponding assurance, item 14.9.

The Nebraska State CSBG Office incorporates information regarding this into the CSBG Community Action Plan. Eligible entities are required to complete a narrative explaining coordination and partnerships with other organizations, which includes faith-based organizations, charitable groups, and community organizations. The Nebraska State CSBG Office plans to discuss partnerships with staff from the eligible entity throughout the year. The Nebraska State CSBG Office also asks questions regarding partnerships during the onsite monitoring review process.

9.7. Coordination of Eligible Entity 90 Percent Funds with Public/Private Resources:

Describe how the eligible entities will coordinate CSBG 90 percent funds with other public and private resources, according to the assurance under Section 676(b)(3)(C) of the CSBG Act.

Note: this response will link to the corresponding assurance, item 14.3c.

The Nebraska State CSBG Office incorporates information regarding this into the CSBG Community Action Plan. Eligible entities are required to complete a narrative explaining coordination of CSBG funds with other public and private resources. The Nebraska State CSBG Office plans to discuss coordination of funds with public and private resources with staff from the eligible entity throughout the year. The Nebraska State CSBG Office also asks questions regarding resources and fund development during the onsite monitoring review process.

9.8. Coordination among Eligible Entities and State Community Action Association:

Describe state activities for supporting coordination among the eligible entities and the state community action association.

Note: This information will pre-populate the Annual Report, Module 1, Item G.5.

The State Community Action Association in Nebraska is Community Action of Nebraska (CAN). The Nebraska State CSBG Office is the largest funder of CAN. The Nebraska State CSBG Office awards discretionary funding to CAN to coordinate outreach, provide technical assistance and training to all agencies, provide data entry and data quality technical support to all agencies, and coordinate the completion of the annual report. The Nebraska State CSBG Office and CAN have a good working relationship and meet regularly to discuss eligible entity needs. Both the Nebraska State CSBG Office and CAN participate in the Regional Performance and Innovation Consortium and continue to improve activities under that grant.

9.9. 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. For any topic that is not applicable, select "Not Applicable" under Expected Frequency.

Communication Plan

Subject Matter	Expected Frequency	Format	Brief description of "Other"
Upcoming Public and/or Legislative Hearings	As needed	Newsletters Meetings/Presentation Email Website Public Notice	
State Plan Development	As needed	Meetings/Presentation Email Website Public Notice	
Organizational Standards Progress	As needed	Email Phone Calls	
State Accountability Measures Progress	As needed	Meetings/Presentation Email Phone Calls	
Community Needs Assessments/ Community Action Plans	As needed	Meetings/Presentation Email Phone Calls	
State Monitoring Plans and Policies	As needed	Meetings/Presentation Email Website Phone Calls	
Training and Technical Assistance (T/TA) Plans	As needed	Email 1:1 Phone Calls	
ROMA and Performance Management	As needed	Meetings/Presentation Email Phone Calls	

State Interagency Coordination	As needed	Mailing Meetings/Presentation Email Website Social Media Phone Calls	
CSBG Legislative/Programmatic Updates	As needed	Email Website Phone Calls	
Tripartite Board Requirements	Quarterly	Email Phone Calls	
	Topic	Expected Frequency	Format
1	N/A	Not Applicable	

9.10. Feedback to Eligible Entities and State Community Action Association:
Describe how the state will provide information to local entities and state community action associations regarding performance on state accountability measures.

Note: This information is associated with State Accountability Measure 5S(iii). and will pre-populate the Annual Report, Module 1, Item G.6

The Nebraska State CSBG Office facilitates meetings with the Executive Directors of all eligible entities and CAN to discuss needs of the network, provide updates, allow the eligible entities opportunities to provide feedback, and promote open communication. The Nebraska State CSBG Office sent results of the ACSI survey to the eligible entities and CAN for review. In addition, the Nebraska State CSBG Office held a meeting to discuss the results and to discuss areas of needed improvement. In addition, the Executive Directors organized a meeting to gather additional feedback to present to the Nebraska State CSBG Office for follow-up and growth opportunities.

9.11. Performance Management Adjustment:
Describe any adjustments the state made to the Communication Plan in this State Plan as compared to past plans. Any adjustment should be based on the state's analysis of past performance, and should consider feedback from eligible entities, OCS, and other sources, such as the public hearing. If the state is not making any adjustments, provide further detail.

Note: This information is associated with State Accountability Measures 7Sb; this response may pre-populate the state's annual report form.

Based upon the results of the FY2019 ASCI Survey and follow-up with the eligible entities, the eligible entities wanted to have more involvement in the development of the State Plan. Thus, the Nebraska State CSBG Office obtained input from the eligible entities and the state association beginning in February. The Nebraska State CSBG Office also created a shared email to ensure the eligible entities receive prompt assistance to questions, concerns, etc. The Nebraska State CSBG Office maintains regular communication with the eligible entities and the state association during monthly meetings. The Nebraska State CSBG Office has increased the frequency of these meetings when necessary. Overall, the Nebraska State CSBG Office has been more intentional in reaching out to and obtaining feedback from the eligible entities. The Nebraska State CSBG Office has also been more engaged with national and federal partners for guidance. A member of the Nebraska State CSBG Office recently joined a CSBG Workgroup organized by the National Community Action Partnership. In addition, the Nebraska State CSBG Office has increased communication with other state offices to identify best practices in other states, etc.

Section 10: Monitoring, Corrective Action, and Fiscal Controls

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
Administration for Children and Families
Community Services Block Grant (CSBG)

Form Approved
OMB No: 0970-0382
Expires:06/30/2021

SECTION 10 State Use of Funds

Monitoring, Corrective Action and Fiscal Controls (Section 678B(a) of the Act)

10.1. Specify the proposed schedule for planned monitoring visits - including full on-site reviews; on-site reviews of newly designated entities; follow-up reviews - including return visits to entities that failed to meet State goals, standards, and requirements; and other reviews as appropriate.

This is an estimated schedule to assist states in planning. States may indicate "no review" for entities the state does not plan to monitor in the performance period.

Note: This information is associated with State Accountability Measure 4Sa(i); this response pre-populates the Annual Report, Module 1, Table H.1.

	CSBG Eligible Entity	Monitoring Type	Review Type	Target Quarter	Start Date of Last Full Onsite Review	End Date of Last Full Onsite Review	Brief Description of "Other"
1	Blue Valley Community Action, Inc.	No review					
2	Community Action Partnership of Lancaster and Saunders Counties, Inc.	Full On-site	Onsite Review	FY1 Q2	05/22/2018	05/24/2018	It will be three years since the last onsite review.
3	Community Action Partnership of Western Nebraska	No review					
4	Central Nebraska Community Action Partnership	No review					
5	Eastern Nebraska Community Action Partnership	Full On-site	Onsite Review	FY1 Q2	08/14/2018	08/16/2018	It will be three years since the last full onsite review.
6	Community Action Partnership of Mid-Nebraska	Full On-site	Onsite Review	FY1 Q3	04/24/2018	04/26/2018	It will be three years since the last onsite review.
7	Northeast Nebraska Community Action Partnership, Inc.	Full On-site	Onsite Review	FY1 Q3	07/11/2018	07/13/2018	It will be three years since the last onsite review and there will be a new executive director.
8	Northwest Community Action Partnership	No review					
9	Southeast Nebraska Community Action Partnership, Inc.	No review					
	CSBG Eligible Entity	Monitoring Type	Review Type	Target Quarter	Start Date of Last Full Onsite Review	End Date of Last Full Onsite Review	Brief Description of "Other"
1	Blue Valley Community Action,	Full On-site	Onsite Review	FY2 Q2	06/25/2019	06/26/2019	It will be

	Inc.						three years since the last onsite review.
2	Community Action Partnership of Lancaster and Saunders Counties, Inc.	No review					
3	Community Action Partnership of Western Nebraska	No review					
4	Central Nebraska Community Action Partnership	No review					
5	Eastern Nebraska Community Action Partnership	No review					
6	Community Action Partnership of Mid-Nebraska	No review					
7	Northeast Nebraska Community Action Partnership, Inc.	No review					
8	Northwest Community Action Partnership	Full On-site	Onsite Review	FY2 Q3	05/14/2019	05/16/2019	It will be three years since the last onsite review.
9	Southeast Nebraska Community Action Partnership, Inc.	Full On-site	Onsite Review	FY2 Q2	07/16/2019	07/18/2019	It will be three years since the last onsite review.

10.2. Monitoring Policies:

Provide a copy of state monitoring policies and procedures by attaching and/or providing a hyperlink.

10.3. Initial Monitoring Reports:

According to the state's procedures, by how many calendar days must the State disseminate initial monitoring reports to local entities?

Note: This item is associated with State Accountability Measure 4Sa(ii) and may pre-populate the state's annual report form.

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

10.4. Closing Findings:

Are state procedures for addressing eligible entity findings/deficiencies and documenting the closure of findings, included in the State monitoring protocols attached above? ☒ Yes ☐ No

10.4a. Closing Findings Procedures: If no describe state procedures for addressing eligible entity findings/deficiencies, and documenting the closure of findings.

10.5. Quality Improvement Plans (QIPs):

Provide the number of eligible entities currently on QIPs, if applicable.

Note: The QIP information is associated with State Accountability Measures 4Sc.

0

10.6. Reporting of QIPs:

Describe the state's process for reporting eligible entities on QIPs to the Office of Community Services within 30 calendar days of the State approving a QIP

Note: This item is associated with State Accountability Measures 4Sa(iii).

When the monitor determines that an eligible entity has a significant deficiency or deficiencies, the Nebraska State CSBG Office requires the eligible entity to develop and implement a quality improvement plan (QIP) to correct the deficiency or deficiencies. The Nebraska State CSBG Office will adhere to the QIP requirements in the CSBG Act (Section 678C) and the federal guidance provided in OCS, CSBG Information Memorandum, Transmittal #116. Eligible entities that are required to correct deficiencies must complete the QIP within 60 days of the on-site review or by the deadline specified by the Nebraska State CSBG Office. The CSBG on-site review will not be considered complete until the Nebraska State CSBG Office determines the eligible entities corrective actions adequately addressed the deficiencies identified in the Monitoring Report. Once adequately addressed, the Nebraska State CSBG Office will complete and send the Executive Director/CEO and the eligible entity's Board Chairperson a QIP Review Letter accepting the corrective action and closing the CSBG on-site review. All QIPs will be reported to Office of Community Services (OCS) within 30 days of the Nebraska

State CSBG Office's approval by emailing the Onsite Monitoring Report and the QIP to OCS. Eligible entities that fail to meet the requirements of the QIP may receive follow-up reviews.

10.7. Assurance on Funding Reduction or Termination:

The state assures,"that any eligible entity that received CSBG funding the previous fiscal year will not have its funding terminated or reduced below the proportional share of funding the entity received in the previous fiscal year unless, after providing notice and an opportunity for a hearing on the record, the State determines that cause exists for such termination or such reduction, subject to review by the Secretary as provided inSection 678C(b)" per Section 676(b)(8). ☒ Yes ☐ No

Note: This response will link with the corresponding assurance under item 14.8.

Policies on Eligible Entity Designation, De-designation, and Re-designation

10.8. Eligible Entity Designation: Do the State CSBG statute and/or regulations provide for the designation of new eligible entities? ☒ Yes ☐ No

10.8a. New Designation Citation: If yes, provide the citation(s) of the law and/or regulation.

Title 481

10.8b. New Designation Procedures: If no, describe state procedures for the designation of new eligible entities and how the procedures were made available to eligible entities and the public

10.9. Eligible Entity Termination: Do State CSBG statute and/or regulations provide for termination of eligible entities ☒ Yes ☐ No

10.9a. Termination Citation: If yes, provide the citation(s) of the law and/or regulation.

Title 481

10.9b. Termination Procedures: If no, describe state procedures for termination of new eligible entities and how the procedures were made available to eligible entities and the public

10.10. Does the State CSBG statute and/or regulations specify a process the State CSBG agency must follow to re-designate an existing eligible entity? ☒ Yes ☐ No

10.10a. If Yes, provide the citation(s) of the law and/or regulation.

Title 481

10.10b. If No, describe State procedures for re-designation of existing eligible entities.

Fiscal Controls and Audits and Cooperation Assurance

10.11. Fiscal Controls and Accounting:

Describe how the state's fiscal controls and accounting procedures 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).

The Nebraska State CSBG Office has regular meetings with Grants Management within the Financial Services team within NE DHHS. The purpose of these meetings is to ensure that all federal fiscal reports are prepared accurately and timely, as well as for Grants Management Staff to provide support to Nebraska State CSBG Program Staff to ensure that funds are expended appropriately.

10.12. Single Audit Management Decisions:

Describe 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.

Note: This information is associated with State Accountability Measure 4Sd.

Eligible entities that expect to expend \$750,000 or more from all Federal Financial Assistance sources, including commodities in a fiscal year are required to select that they are subject to the single audit requirements of 2 CFR 200 within their sub-award agreement. Eligible entities are required to engage a licensed Certified Public Accountant to conduct and prepare the audit of their organizations financial statements and components of the single audit pertaining to those financial statements. Eligible entities acknowledge that the audited financial statements should be presented in accordance with generally accepted accounting principles (accrual basis). If another basis of accounting is more appropriate or if the accrual basis of accounting is overly burdensome, eligible entities must notify NE DHHS of this issue and request a waiver of this requirement prior to the end of their fiscal year. Eligible entities must have their audit completed no later than nine months after the end of their fiscal year, performed in accordance with 2 CFR 200 and submitted to the Federal Audit Clearinghouse. Eligible entities and their auditors must complete and submit with the reporting package a Data Collection Form for Reporting on Audits of States, Local Governments and Non-Profit Organizations (SF-SAC). The reporting package, as evidence the audit was completed must contain: financial statements, a schedule of Expenditure of Federal Awards, Summary Schedule of Prior Audit Findings (if applicable), a corrective action plan (if applicable), the auditors report(s) which includes an opinion upon financial statements and Schedule of Expenditures of Federal Awards, a report of internal control, a report of compliance and a Schedule of Findings and Questioned Costs. Eligible entities must submit a copy of the financial statements, auditors report and SF-SAC to NE DHHS within the earlier of 30 days after receipt of the auditors report(s), or nine months after the end of the audit period. The Internal Audit Department at NE DHHS will review the eligible entities on the Federal Audit Clearinghouse to ensure that the single audit performed is submitted and identify if there are any findings on the most current audit. If the eligible entities audit has not been submitted to the Federal Audit Clearinghouse or there are findings from the audit performed, the Internal Audit Department will notify all programs impacted by the audit findings. The programs impacted will follow-up with the eligible entity regarding the audit findings.

10.13. Assurance on Federal Investigations:

The state will "permit and cooperate with Federal investigations undertaken in accordance with Section 678D" of the CSBG Act, as required by the assurance under Section 676(b)(7) of the CSBG Act. ☒ Yes ☐ No

Note: This response will link with the corresponding assurance, Item 14.7.

10.14. Performance Management Adjustment:

Describe any adjustments the state made to monitoring procedures in this State Plan as compared to past plans. Any adjustment should be based on the state's analysis of past performance, and should consider feedback from eligible entities, OCS, and other sources, such as the public hearing. If the state is not making any adjustments, provide further detail.

Note: This item is associated with State Accountability Measure 4Sb and may pre-populate the state's annual report form.

The Nebraska State CSBG Office updated the onsite monitoring paperwork to reduce the duplication of items the eligible entities are required to submit during the year. The Nebraska State CSBG Office will continue to implement the monitoring plan in conducting desk reviews. The Nebraska State CSBG Office plans to continue to improve upon its monitoring procedures in FY2021 and FY2022, as more guidance is provided by federal partners. In addition, the Nebraska State CSBG Office will continue to work with the Internal Audit Department to ensure adequate monitoring occurs.

Section 11: Eligible Entity Tripartite Board

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
Administration for Children and Families
Community Services Block Grant (CSBG)

Form Approved
OMB No: 0970-0382
Expires:06/30/2021

SECTION 11 State Use of Funds

11.1. Tripartite Board Verification: Verify which of the following measures are taken to ensure that the state verifies CSBG Eligible Entities are meeting Tripartite Board requirements under Section 676B(a)(2) of the CSBG Act *[Check all that applies and narrative where applicable]*

- ☒ Attend Board meetings
- ☒ Organizational Standards Assessment
- ☒ Monitoring
- ☒ Review copies of Board meeting minutes
- ☒ Track Board vacancies/composition
- ☐ Other

11.2. Tripartite Board Updates: Provide how often the state require eligible entities (which are not on TAPs or QIPs) to provide updates regarding their Tripartite Boards. This includes but is not limited to copies of meeting minutes, vacancy alerts, changes to bylaws, low-income member selection process, etc., *[Select one and narrative where applicable]*

- ☐ Annually
- ☐ Semiannually
- ☒ Quarterly
- ☐ Monthly
- ☐ As it Occurs
- ☐ Other

11.3. Tripartite Board Representation Assurance: Describe how the state will verify that eligible entities have policies and procedures by which individuals or organizations can petition for adequate representation on an eligible entity's Tripartite Board as required by the assurance under Section 676(b)(10) of the CSBG Act

Note: This response will link with the corresponding assurance, item 14.10.

This requirement is included in The State of Nebraska Community Services Block Grant Program Policy Manual. All eligible entities are required to follow The State of Nebraska Community Services Block Grant Program Policy Manual, as set forth in their sub-award agreements. The Nebraska State CSBG Office has also integrated this assurance into the onsite monitoring review. The Nebraska State CSBG Office reviews an entity's policies, procedures and bylaws prior to the onsite review. While the Nebraska State CSBG Office is onsite, an interview is conducted with the Executive Director regarding board governance. One of the questions included in the board governance interview is regarding the eligible entity's process for allowing individuals or organizations to petition for adequate representation on the Tripartite board.

11.4. Tripartite Board Alternative Representation: Does the state permit public eligible entities to use, as an alternative to a Tripartite Board, "another mechanism specified by the state to assure decision-making and participating by low income individuals in the development, planning, implementation, and evaluation of programs" as allowed under Section 676B(b)(2) of the CSBG Act. ☐ Yes ☒ No

11.4a. Tripartite Board Alternative Mechanism: If yes, describe the mechanism used by public eligible entities as an alternative to a Tripartite Board.

Section 12: Individual and Community Eligibility Requirements

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
Administration for Children and Families
Community Services Block Grant (CSBG)

Form Approved
OMB No: 0970-0382
Expires:06/30/2021

SECTION 12

Individual and Community Income Eligibility Requirements

12.1. Required Income Eligibility:

Provide the income eligibility threshold for services in the state.

[Check one item below.]

☐ 125% of the HHS poverty line ☒ X% of the HHS poverty line (fill in the threshold) ☐ Varies by eligible entity

200% % *[Response Option: numeric field]*

12.1a. Income Eligibility Policy and Procedures: Describe any state policy and/or procedures for income eligibility, such as treatment of income and family/household composition.

Income eligibility for households participating in services provided with CSBG program funds have increased from 125% to 200% of the federal poverty level for FY2021 as a result of the CARES Act. The federal poverty level for FY2022 is unknown at this time and will be determined based upon federal guidance. For CSBG funded services, eligible entities can utilize a 20% Earned Income Disregard for any individual that has earned income at the time of application. However, the CSBG income eligibility limit is only a requirement of CSBG funded programs. Eligible entities providing CSBG funded services to clients are required to verify and document proof of income eligibility. Eligible entities are required to use their own written policies concerning verification of income. For foster children or youth that are wards of the state, the public funds for the youths support and/or the foster family's income should not be used in determining the youths income eligibility for services provided with CSBG program funds. For services funded by other sources, that funding source determines income eligibility requirements and thresholds. Thus, income eligibility thresholds for services vary by eligible entity.

12.2. Income Eligibility for General/Short-Term Services:

Describe how the state ensures eligible entities generally verify income eligibility for those services with limited in-take procedures (where individual income verification is not possible or practical). An example of these services is emergency food assistance.

The Nebraska State CSBG Office has included requirements regarding income eligibility and verification in The State of Nebraska Community Services Block Grant Program Policy Manual and the sub-award agreement. Nebraska does not have restrictions on CSBG funding other than what is contained in the CSBG Act. The amount of CSBG funding used toward direct client services is relatively low in Nebraska for all eligible entities. Most eligible entities utilize CSBG funding to support administrative costs of the agency, due to most other funding sources having more restrictions. For CSBG funded services, the client must be determined to be under the federal poverty level for the corresponding federal fiscal year. For these services when individual income verification is not possible or practical, eligible entities may request to waive the CSBG client income eligibility and verification requirements. Eligible entities interested in obtaining a CSBG client income eligibility and verification waiver must contact the Nebraska State CSBG Office for request and submittal instructions. The Nebraska State CSBG office will allow self-reporting of income by clients as long as that practice is approved by the Nebraska State CSBG Office and noted in the eligible entity's policies and procedures. For services funded by other programs and sources, the eligible entity must comply with that particular funder's requirements regarding income eligibility and verification. The Nebraska State CSBG Office includes questions in the onsite monitoring interviews regarding income eligibility verification. The Nebraska State CSBG Office also conducts client file reviews to ensure that income was verified. However the Nebraska State CSBG Office does not ensure that client income verification was completed based on other funder criteria. It is assumed that other funders assure the eligible entities are compliant with their program requirements regarding client income verification. All Nebraska eligible entities are also required to have a single audit conducted by an outside firm, which completes a compliance report. All eligible entities are required to submit other funder compliance reports and their completed single audit report to the Nebraska State CSBG Office.

12.3. Community-targeted Services: Describe how the state ensures eligible entities' services target and benefit low-income communities for services that provide a community-wide benefit (e.g., development of community assets/facilities, building partnerships with other organizations).

The Nebraska State CSBG Office incorporates information regarding this into the CSBG Community Action Plan. Eligible entities are required to provide a narrative regarding how the entity plans to provide community wide benefit programs and ensure low-income communities are targeted. The Nebraska State CSBG Office plans to discuss the community-wide programs with staff from the eligible entity throughout the year. Eligible entities base decisions to work with other organizations on community wide efforts (either as a partner or as a lead) on their community needs assessment. These identified needs are representative of the low income communities within the areas that the eligible entities serve.

Section 13: Results Oriented Management and Accountability (ROMA) System

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
Administration for Children and Families
Community Services Block Grant (CSBG)

Form Approved
OMB No: 0970-0382
Expires:06/30/2021

SECTION 13

Results Oriented Management and Accountability (ROMA) System

13.1. Performance Measurement System:

Identify the performance measurement system that the state and all eligible entities use, as required by Section 678E(a) of the CSBG Act and the assurance under Section 676(b)(12) of the CSBG Act.

Note: This response will also link to the corresponding assurance, Item 14.12. and will pre-populate the Annual Report, Module 1, Item I.1.

- ☒ The Results Oriented Management and Accountability (ROMA) System
- ☐ Another performance management system that meets the requirements by Section 678E(b) of the CSBG Act
- ☐ An alternative system for measuring performance and results

13.1a. ROMA Description: If ROMA was chosen in Item 13.1, describe the state's written policies, procedures, or guidance documents on ROMA.

The Nebraska State CSBG Office requires eligible entities to participate in ROMA, the performance measurement system model that OCS facilitated the development of as Community Action National Performance Indicators (NPIs). This requirement is stated in The State of Nebraska Community Services Block Grant Program Policy Manual and the sub-award agreement. The Nebraska State CSBG Office provides all the necessary Community Action NPI report forms, instructions, guidance, and participation requirements that are published by OCS, CAP, NASCSP, and CAPLAW. The Nebraska State CSBG Office has also worked with the eligible entities and CAN to create a ROMA Task Force. This task force is a planning committee made up of Nebraska State CSBG Program Staff, CAN Staff, and eligible entity staff. The ROMA Taskforce is responsible for assisting the Nebraska State CSBG Office in developing any additional materials needed in conjunction with materials provided by CSBG federal partners. The ROMA Taskforce meets one to two times a year.

13.1b. Alternative System Description: If an alternative system was chosen in Item 13.1, describe the system the state will use for performance measurement.

13.2. Outcome Measures: Indicate and describe the outcome measures the state will use to measure eligible entity performance in promoting self-sufficiency, family stability, and community revitalization, as required under Section 676(b)(12) of the CSBG Act.

Note: This response will also link to the corresponding assurance, Item 14.12.

- ☒ CSBG National Performance Indicators (NPIs)
- ☐ NPIs and others
- ☐ Others

All eligible entities are required to submit a six month and annual progress report based upon their targets set in their CSBG Community Action Plan. These progress reports are incorporated into the Module 2, Module 3, and Module 4 reporting tools. The Nebraska State CSBG Office reviews these reports and discusses updates with each agency. The eligible entities are also required to submit a quarterly performance report with the numbers of participants for all of their programs.

13.3. Eligible Entity Support: Describe how the state supports the eligible entities in using the ROMA or alternative performance measurement system.

Note: The activities described under Item 13.3 may include activities... listed in "Section 8: State Training and Technical Assistance." If so, mention briefly, and/or cross-reference as needed. This response will also link to the corresponding assurance, item 14.12.

The Nebraska State CSBG Office awards discretionary funding to Community Action of Nebraska (CAN) through a sub-award agreement to support a system administrator position and a training and technical assistance position. Both positions help support the implementation of ROMA statewide and at each eligible entity. The training and technical assistance position is responsible for coordinating ROMA trainings and meetings for the network. The system administrator position is responsible for assisting the eligible entities to be compliant with ROMA in regards to data entry and reporting. The Nebraska State CSBG Office also encourages each eligible entity to have a data coordinator or agency data administrator. The system administrator at CAN holds monthly meetings with each agency's data coordinator/administrator. The purpose of these meetings is to discuss data quality, best practices, system changes, report requests, ROMA requirements, etc. The Nebraska State CSBG Office is an active participant in Nebraska's ROMA Task Force. This task force includes Nebraska State CSBG Office Staff, eligible entity staff, and CAN Staff. The ROMA Task Force meets during the year to review ROMA requirements and discuss best practices among eligible entities. The Nebraska State CSBG Office also utilizes federal partners and other states to obtain and provide further guidance and best practices to the Nebraska community action network. Eligible entities are also expected to employ an administrator to oversee ROMA implementation. During FY2020, the network began migrating from the use of ServicePoint to Clarity as a network database for data collection, generating report, etc. The migration to Clarity should allow the entities to have increased ability to utilize data to improve overall service delivery. CAN and the Nebraska State CSBG Office will continue to support the agencies in this migration.

13.4. Eligible Entity Use of Data:

Describe how is the state plan to validate the eligible entities that are using data to improve service delivery?

Note: This response will also link to the corresponding assurance, Item 14.12.

The Nebraska State CSBG Office includes this question in the CSBG Community Action Plan. Eligible entities are required to provide a narrative explaining how they used their community needs assessment and other data collected to determine its programming. The Nebraska State CSBG Office plans to discuss best practices for using data to guide services and improve service delivery with eligible entity staff throughout the year. The Nebraska State CSBG Office plans to focus on data analysis in regards to community needs assessments and communicating outcomes during FY2021 and FY2022. The Nebraska State CSBG Office plans to provide funding to CAN to host trainings from national/federal partners, obtain consultations from data experts, and/or distribute webinars and other trainings to the Nebraska community action network. Part of this TTA will include not only making sure that the eligible entities can successfully analyze their data but also utilize this data effectively to guide services and improve service delivery.

Community Action Plans and Needs Assessments

13.5. Community Action Plan: Describe how the state will secure a Community Action Plan from each eligible entity, as a condition of receipt of CSBG funding by each entity, as required by Section 676(b)(11) of the CSBG Act.

Note: this response will link to the corresponding assurance, Item 14.11.

The Nebraska State CSBG Office requires each agency to submit Module 2-Section B, Module 3, and Module 4 with estimated target numbers, as well as a CSBG Community Action Plan. The CSBG Community Action Plan includes questions based upon the CSBG State Plan, the CSBG Act, the CSBG Organizational Standards, The State of Nebraska Community Services Block Grant Program Policy Manual, and the CSBG sub-award agreement. Documents are to be submitted by the deadline set by the Nebraska State CSBG Office. Documents are reviewed by the Nebraska State CSBG Office.

13.6. Community Needs Assessment:

Describe how the State will assure that each eligible entity includes a community needs assessment for the community served (which may be coordinated with community needs assessments conducted by other programs) in each entity's Community Action Plan, as required by Section 676(b)(11) of the CSBG Act.

Note: this response will link to the corresponding assurance, Item 14.11.

The Nebraska State CSBG Office incorporates information regarding this into the CSBG Community Action Plan. Agencies are required to provide a narrative explaining how they used their community needs assessment and other data collected to determine its programming. The Nebraska State CSBG Office also plans to further discuss with eligible entities best practices in using their community needs assessment to guide services and improve service delivery. The Nebraska State CSBG Office requires completion of a community needs assessment as identified in the CSBG Act. Language is included in the CSBG subawards and The State of Nebraska Community Services Block Grant Program Policy Manual explaining that full community needs assessments must be completed every three years and that annual updates can be completed in the years between full assessments. The Nebraska State CSBG Office also asks how services and programs are guided by the community needs assessment as part of the onsite monitoring interview questions.

Section 14: CSBG Programmatic Assurances and Information Narrative

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
Administration for Children and Families
Community Services Block Grant (CSBG)

Form Approved
OMB No: 0970-0382
Expires:06/30/2021

SECTION 14 State Use of Funds

14.1 Use of Funds Supporting Local Activities

CSBG Services

14.1a. 676(b)(1)(A): Describe how the state will assure "that funds made available through grant or allotment will be used -

(A) to support activities that are designed to assist low-income families and individuals, including families and individuals receiving assistance under title IV of the Social Security Act, homeless families and individuals, migrant or seasonal farm workers, and elderly low-income individuals and families, and a description of how such activities will enable the families and individuals--

- (i) to remove obstacles and solve problems that block the achievement of self sufficiency (particularly for families and individuals who are attempting to transition off a State program carried out under part A of title IV of the Social Security Act);
- (ii) to secure and retain meaningful employment;
- (iii) to attain an adequate education with particular attention toward improving literacy skills of the low-income families in the community, which may include family literacy initiatives;
- (iv) to make better use of available income;
- (v) to obtain and maintain adequate housing and a suitable living environment;
- (vi) to obtain emergency assistance through loans, grants, or other means to meet immediate and urgent individual and family needs;
- (vii) to achieve greater participation in the affairs of the communities involved, including the development of public and private grassroots partnerships with local law enforcement agencies, local housing authorities, private foundations, and other public and private partners to -
 - (I) document best practices based on successful grassroots intervention in urban areas, to develop methodologies for widespread replication; and
 - (II) strengthen and improve relationships with local law enforcement agencies, which may include participation in activities such as neighborhood or community policing efforts;

The Nebraska State CSBG Office incorporates information regarding this into the CSBG Community Action Plan. Eligible entities are required to provide a narrative explaining how they plan to meet these assurances. The Nebraska State CSBG Office also plans to further discuss the eligible entity programs that will meet these required assurances. The Nebraska State CSBG Office has included questions regarding these assurances in the onsite monitoring interviews. The State of Nebraska Community Services Block Grant Program Policy Manual and sub-award agreements also include language stating that these assurances are required to be met by all eligible entities.

Needs of Youth

14.1b. 676(b)(1)(B) Describe how the state will assure "that funds made available through grant or allotment will be used -

(B) to address the needs of youth in low-income communities through youth development programs that support the primary role of the family, give priority to the prevention of youth problems and crime, and promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community-based youth development programs that have demonstrated success in preventing or reducing youth crime, such as--

- (i) programs for the establishment of violence-free zones that would involve youth development and intervention models (such as models involving youth mediation, youth mentoring, life skills training, job creation, and entrepreneurship programs); and
- (ii) after-school child care programs;

The Nebraska State CSBG Office incorporates information regarding this into the CSBG Community Action Plan. Eligible entities are required to provide a narrative explaining how they plan to meet these assurances. The Nebraska State CSBG Office also plans to further discuss the eligible entity programs that will meet these required assurances. The State of Nebraska Community Services Block Grant Program Policy Manual and sub-award agreements also include language stating that these assurances are required to be met by all eligible entities. Eight of the nine eligible entities operate Head Start and/or Early Head Start programs. The other eligible entity is developing a youth program.

Coordination of Other Programs

14.1c. 676(b)(1)(C) Describe how the state will assure "that funds made available through grant or allotment will be used -

(C) to make more effective use of, and to coordinate with, other programs related to the purposes of this subtitle (including state welfare reform efforts)

The Nebraska State CSBG Office incorporates information regarding this into the CSBG Community Action Plan. Eligible entities are required to provide a narrative explaining how they plan to coordinate with other programs and work with other funding sources to provide services in relation to the CSBG Act. The Nebraska State CSBG Office also plans to further discuss the eligible entity's programs that will meet these required assurances. The Nebraska State CSBG Office has included questions regarding coordination of programs and other funding sources in the onsite monitoring interviews. Since Nebraska eligible entities primarily utilize CSBG funding for staff and infrastructure support, it is imperative for eligible entities to have other program funds (private or public) to meet client needs.

State Use of Discretionary Funds

14.2 676(b)(2) Describe "how the state intends to use discretionary funds made available from the remainder of the grant or allotment described in section 675C(b) in accordance with this subtitle, including a description of how the state will support innovative community and neighborhood-based initiatives related to the purposes of this subtitle."

Note: The State describes this assurance under "State Use of Funds: Remainder/Discretionary," items 7.9 and 7.10

Eligible Entity Service Delivery, Coordination, and Innovation

14.3. 676(b)(3) "Based on information provided by eligible entities in the state, a description of..."

14.3a. 676(b)(3)(A) Describe "the service delivery system, for services provided or coordinated with funds made available through grants made under 675C(a), targeted to low-income individuals and families in communities within the state;"

The Nebraska State CSBG Office incorporates information regarding this into the CSBG Community Action Plan. Eligible entities are required to complete a narrative explaining identified gaps in services; how the gaps in services were identified; how the entity plans to link with other partners to address the gaps in services; how the entity plans to use referrals, case management, and follow-up consultations to address gaps in services; and a list of partners involved in these efforts. The Nebraska State CSBG Office also requires each entity to submit their most recent community needs assessment and any annual updates completed since the full community needs assessment. The community needs assessment is expected to include the identification of gaps in services. The Nebraska State CSBG Office plans to follow-up with eligible entity staff regarding the progress and impact of the eligible entity's plan to address gaps in services. This is an area that is reviewed during the onsite monitoring review process. The Nebraska State CSBG Office asks several questions regarding how the identified gaps in services and other community needs assessment findings guide programs (changes, additions, etc.), partnerships, referrals, case management, etc.

Eligible Entity Linkages - Approach to Filling Service Gaps

14.3b. 676(b)(3)(B) Describe "how linkages will be developed to fill identified gaps in the services, through the provision of information, referrals, case management, and followup consultations."

Note: The state describes this assurance in the state linkages and communication section, item 9.3b.

The Nebraska State CSBG Office incorporates information regarding this into the CSBG Community Action Plan. Eligible entities are required to complete a narrative explaining identified gaps in services; how the gaps in services were identified; how the agency plans to link with other partners to address the gaps in services; how the agency plans to use referrals, case management, and follow-up consultations to address gaps in services; and a list of partners involved in these efforts. The Nebraska State CSBG Office also requires each entity to submit their most recent community needs assessment and any annual updates. It is an expectation that the community needs assessment includes the identification of gaps in services. The Nebraska State CSBG Office plans to discuss the identified gaps in services, what gaps in services the entity plans to address this fiscal year, and the entity's plan to address these gaps with staff from the eligible entity throughout the year. The Nebraska State CSBG Office communicates with each entity regarding identified gaps, resources available to the entity, the need for support, etc. This is also an area that is reviewed during the onsite monitoring review process. The Nebraska State CSBG Office asks several questions regarding how the identified gaps in services and other community needs assessment findings guide programs (changes, additions, etc.), partnerships, referrals, case management, etc.

Coordination of Eligible Entity Allocation 90 Percent Funds with Public/Private Resources

14.3c. 676(b)(3)(C) Describe how funds made available through grants made under 675C(a) will be coordinated with other public and private resources."

Note: The state describes this assurance in the state linkages and communication section, item 9.7.

The Nebraska State CSBG Office incorporates information regarding this into the CSBG Community Action Plan. Eligible entities are required to complete a narrative explaining coordination of CSBG funds with other public and private resources. The Nebraska State CSBG Office plans to discuss coordination of funds with public and private resources with staff from the eligible entity throughout the year. The Nebraska State CSBG Office also asks questions regarding resources and fund development during the onsite monitoring review process.

Eligible Entity Innovative Community and Neighborhood Initiatives, Including Fatherhood/Parental Responsibility

14.3d. 676(b)(3)(D) Describe "how the local entity will use the funds [made available under Section 675C(a)] to support innovative community and neighborhood-based initiatives related to the purposes of this subtitle, which may include fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging parenting."

Note: The description above is about eligible entity use of 90 percent funds to support these initiatives. States may also support these types of activities at the local level using State remainder/discretionary funds, allowable under Section 675C(b)(1)(F). In this State Plan, the State indicates funds allocated for these activities under item 7.9(f).

At this time no eligible entity has a specific fatherhood initiative. However, some eligible entities are conducting programs around parental responsibility. Head Start and Early Head Start have strong programs encouraging parental involvement and strengthening families. Each eligible entity will address strengthening families and encouraging parenting, if that is an issue that arises in client discussions. Since the eligible entities utilize a case management model, the client determines goals. If that goal includes parenting, the eligible entity will work with the client to receive these services or complete necessary referrals, if the services needed are not offered by the eligible entity.

Eligible Entity Emergency Food and Nutrition Services

14.4. 676(b)(4) Describe how the state will assure "that eligible entities in the state will provide, on an emergency basis, for the provision of such supplies and services, nutritious foods, and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals."

The Nebraska State CSBG Office incorporates information regarding this into the CSBG Community Action Plan. Eligible entities are required to provide a narrative explaining how they plan to provide emergency supplies and services, nutritious foods, and related services. The Nebraska State CSBG Office also plans to further discuss the eligible entities programs and services provided to meet this assurance. The Nebraska State CSBG Office has included questions regarding these assurances in the onsite monitoring interviews. The State of Nebraska Community Services Block Grant Program Policy Manual and sub-award agreements also include language stating that these assurances are required to be met by all eligible entities. All Nebraska eligible entities currently have programs and services to meet the need of food insecurity. These programs and services include: food pantries, partnerships with state or local businesses to distribute food, back pack programs for weekend food needs, meal services, and meal delivery programs.

State and Eligible Entity Coordination/linkages and Workforce Innovation and Opportunity Act Employment and Training Activities

14.5. 676(b)(5) Describe how the state will assure "that the state and eligible entities in the state will coordinate, and establish linkages between, governmental and other social services programs to assure the effective delivery of such services, and [describe] how the State and the eligible entities will coordinate the provision of employment and training activities, as defined in section 3 of the Workforce Innovation and Opportunity Act, in the state and in communities with entities providing activities through statewide and local workforce development systems under such Act."

Note: The state describes this assurance in the state linkages and communication section, items 9.1, 9.2, 9.3a, 9.4, 9.4a, and 9.4b.

State Coordination/Linkages and Low-income Home Energy Assistance

14.6. 676(b)(6) Provide "an assurance that the state will ensure coordination between antipoverty programs in each community in the state, and ensure, where appropriate, that emergency energy crisis intervention programs under title XXVI (relating to low income home energy assistance) are conducted in such community."

Note: The state describes this assurance in the state linkages and communication section, items 9.2 and 9.5.

Federal Investigations

14.7. 676(b)(7) Provide "an assurance that the state will permit and cooperate with Federal investigations undertaken in accordance with section 678D." Yes

Note: The state addresses this assurance in the Fiscal Controls and Monitoring section, item 10.13.

Funding Reduction or Termination

14.8. 676(b)(8) Provide "an assurance that any eligible entity in the state that received funding in the previous fiscal year through a community services block grant made under this subtitle will not have its funding terminated under this subtitle, or reduced below the proportional share of funding the entity received in the previous fiscal year unless, after providing notice and an opportunity for a hearing on the record, the state determines that cause exists for such termination or such reduction, subject to review by the Secretary as provided in section 678C(b)." Yes

Note: The state addresses this assurance in the Fiscal Controls and Monitoring section, item 10.7.

Coordination with Faith-based Organizations, Charitable Groups, Community Organizations

14.9. 676(b)(9) Describe how the state will assure "that the state and eligible entities in the state will, to the maximum extent possible, coordinate programs with and form partnerships with other organizations serving low-income residents of the communities and members of the groups served by the state, including religious organizations, charitable groups, and community organizations."

Note: The state describes this assurance in the state Linkages and Communication section, item 9.6.

Eligible Entity Tripartite Board Representation

14.10. 676(b)(10) Describe how "the state will require each eligible entity in the state to establish procedures under which a low-income individual, community organization, or religious organization, or representative of low-income individuals that considers its organization, or low-income individuals, to be inadequately represented on the board (or other mechanism) of the eligible entity to petition for adequate representation."

Note: The state describes this assurance in the Eligible Entity Tripartite Board section, 11.3.

This requirement is included in The State of Nebraska Community Services Block Grant Program Policy Manual. All eligible entities are required to follow The State of Nebraska Community Services Block Grant Program Policy Manual, as set forth in their sub-award agreements. The Nebraska State CSBG Office has also integrated this assurance into the onsite monitoring review. The Nebraska State CSBG Office reviews an entity's policies, procedures and bylaws prior to the onsite review. While the Nebraska State CSBG Office is onsite, an interview is conducted with the Executive Director regarding board governance. One of the questions included in the board governance interview is regarding the eligible entity's process for allowing individuals or organizations to petition for adequate representation on the Tripartite board.

Eligible Entity Community Action Plans and Community Needs Assessments

14.11. 676(b)(11) Provide "an assurance that the state will secure from each eligible entity in the services block grant made under this subtitle for a program, a community action plan (which shall be submitted to the Secretary, at the request of the Secretary, with the State plan) that includes a community-needs assessment for the community served, which may be coordinated with community-needs assessments conducted for other programs."

Note: The state describes this assurance in the ROMA section, items 13.5 and 13.6.

State and Eligible Entity Performance Measurement: ROMA or Alternate system

14.12. 676(b)(12) Provide "an assurance that the state and all eligible entities in the State will, not later than fiscal year 2001, participate in the Results Oriented Management and Accountability System, another performance measure system for which the Secretary facilitated development pursuant to 678E(b), or an alternative system for measuring performance and results that meets the requirements of that section, and [describe] outcome measures to be used to measure eligible entity performance in promoting self-sufficiency, family stability, and community revitalization."

Note: The state describes this assurance in the ROMA section, items 13.1, 13.2, 13.3, and 13.4.

Validation for CSBG Eligible Entity Programmatic Narrative Sections

14.13. 676(b)(13) Provide "information describing how the state will carry out the assurances described in this section."

Note: The state provides information for each of the assurances directly in section 14 or in corresponding items throughout the State Plan, which are included as hyperlinks in section 14.



By checking this box, the state CSBG authorized official is certifying the assurances set out above.

Section 15: Federal Certifications

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
Administration for Children and Families
Community Services Block Grant (CSBG)

Form Approved
OMB No:0970-0382
Expires:06/30/2021

SECTION 15 Federal Certifications

15.1. CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who

fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The box after each certification must be checked by the state CSBG authorized official.

15.1. Lobbying

After assurance select a check box:



By checking this box, the state CSBG authorized official is providing the certification set out above.

15.2. CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS

This certification is required by the regulations implementing the Drug-Free Workplace Act of 1988: 45 CFR Part 76, Subpart, F. Sections 76.630(c) and (d)(2) and 76.645 (a)(1) and (b) provide that a Federal agency may designate a central receipt point for STATE-WIDE AND STATE AGENCY-WIDE certifications, and for notification of criminal drug convictions. For the Department of Health and Human Services, the central point is: Division of Grants Management and Oversight, Office of Management and Acquisition, Department of Health and Human Services, Room 517-D, 200 Independence Avenue, SW Washington, DC 20201.

Certification Regarding Drug-Free Workplace Requirements (Instructions for Certification)

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification set out below.

2. The certification set out below is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, the agency, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.

3. For grantees other than individuals, Alternate I applies.

4. For grantees who are individuals, Alternate II applies.

5. Workplaces under grants, for grantees other than individuals, need to be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.

6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or state highway department while in operation, state employees in each local unemployment office, performers in concert halls or radio studios).

7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five).

8. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification.

Grantees' attention is called, in particular, to the following definitions from these rules:

Controlled substance means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);.

Conviction means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the federal or state criminal drug statutes;

Criminal drug statute means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

Employee means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All direct charge employees; (ii) All indirect charge employees unless their impact or involvement is insignificant to the performance of the grant; and, (iii) Temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Certification Regarding Drug-Free Workplace Requirements

Alternate I. (Grantees Other Than Individuals)

The grantee certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an ongoing drug-free awareness program to inform employees about--

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will - -

(1) Abide by the terms of the statement; and (2) Notify the employer in writing

of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency in writing, within 10 calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under paragraph (d)(2), with respect to any employee who is so convicted - -

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check if there are workplaces on file that are not identified here.

Alternate II. (Grantees Who Are Individuals)

(a) The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant;

(b) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to every grant officer or other designee, unless the Federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number(s) of each affected grant.

[55 FR 21690, 21702, May 25, 1990]

15.2. Drug-Free Workplace Requirements

After assurance select a check box:



By checking this box, the state CSBG authorized official is providing the certification set out above.

15.3. CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS

Certification Regarding Debarment, Suspension, and Other Responsibility Matters - -

Primary Covered Transactions

Instructions for Certification

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.

2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

5. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.

6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusive-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions

8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not

required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

**Certification Regarding Debarment, Suspension, and Other Responsibility Matters - -
Primary Covered Transactions**

(1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;

(b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (federal, state or local) terminated for cause or default.

(2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - -
Lower Tier Covered Transactions**

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.

4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph five of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction

originated may pursue available remedies, including suspension and/or debarment.

**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - -
Lower Tier Covered Transactions**

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

15.3. Debarment

After assurance select a check box:



By checking this box, the state CSBG authorized official is providing the certification set out above.

15.4. CERTIFICATION REGARDING ENVIRONMENTAL TOBACCO SMOKE

Public Law 103227, Part C Environmental Tobacco Smoke, also known as the Pro Children Act of 1994, requires that smoking not be permitted in any portion of any indoor routinely owned or leased or contracted for by an entity and used routinely or regularly for provision of health, day care, education, or library services to children under the age of 18, if the services are funded by Federal programs either directly or through state or local governments, by Federal grant, contract, loan, or loan guarantee. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for inpatient drug or alcohol treatment. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1000 per day and/or the imposition of an administrative compliance order on the responsible entity by signing and submitting this application the applicant/grantee certifies that it will comply with the requirements of the Act.

The applicant/grantee further agrees that it will require the language of this certification be included in any subawards which contain provisions for the children's services and that all subgrantees shall certify accordingly.

15.4. Environmental Tobacco Smoke

After assurance select a check box:



By checking this box, the state CSBG authorized official is providing the certification set out above.

THE PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104-13)

Public reporting burden for this collection of information is estimated to average 10 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.