



CSBG State Administrator Orientation

Session I: Introductions
May 12, 2021



Welcome from NASCSP

- Jenae Bjelland, Executive Director
- Beverly Buchanan, NASCSP Board President

Hello

- Introduce yourself! Items to cover:
 - Name
 - Title
 - State
 - Length of time with the CSBG network and in your position
 - What you hope to get out of orientation
 - What makes you successful in learning?

Agenda

- 1:00pm – 1:45pm
- 1:45pm – 2:00pm
- 2:00pm – 2:20pm
- 2:20pm – 2:45pm
- 2:45pm – 2:55pm
- 2:55pm – 3:25pm
- 3:25pm – 3:40pm
- 3:40pm – 3:50pm
- 3:50pm – 4:00pm

Introductions

Orientation to Orientation

History

Basic Structure & Flow of CSBG

Break

CSBG Lifecycle

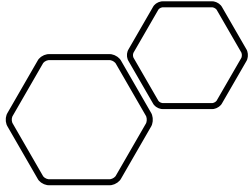
Stakeholders in the CSBG Network

Introduction to NASCSP

Wrap Up and Next Steps

The image features two compasses and a yellow cord on a white background. On the left is a circular compass with a white face, black degree markings, and a red and yellow needle. It has a red and yellow striped strap. On the right is a rectangular compass with a white face, black degree markings, and a red needle. It has a yellow cord attached. The title 'Orientation to Orientation' is centered over the image.

Orientation to Orientation



Orientation Goals

Learn

Participants will learn the history and key frameworks of CSBG and the Community Action Network.

Achieve

Participants will achieve an entry-level understanding of critical CSBG concepts and state practices.

Become

Participants will become familiar with key CSBG resources and tools.

Orient

Participants will be oriented to the CSBG network, stakeholders, and roles of stakeholders in the network.

Build

Participants will build a CSBG State Office Action Plan detailing timelines, deliverables, and responsible parties.

Orientation Structure

Live Sessions:

- Session I: Introductions
- Session II: Frameworks
- Session III: ROMA
- Session IV: State Management Practices
- Session V: State Plan and Implementation

Prerecorded Sessions:

- Introduction to OCS
- Introduction to the CSBG National Partners
- Administrator Lessons Learned
- Fundamentals of OMB Guidance

Compendium of Resources

CSBG New Manager Orientation Compendium of Resources

CSBG STATE OFFICE ACTION PLAN

ACTION	WHO?	WHEN?	DEPENDENCY	NOTES / QUESTIONS
A.) CAP PLANS				
A1.) Development of Plan Template				
A2.) Review & Approval				
A3.) Community Needs Assessments				Required every 3 years or more often
B.) CSBG STATE PLAN				Determine if your state uses 1 or 2 year plan
B1.) Development of Plan				
B2.) Gather Input				
B3.) Hearing				
B4.) Approval				
B5.) Submission		August 30		
C.) FUNDING				
C1.) Contracts			A2.) Review & Approval of CAP Plan	
C2.) Invoices & Reimbursements			C1.) Contracts	
D.) MONITORING				
D1.) Contract/compliance monitoring				Required triennially
D1a.) Risk Assessment				
D1b.) Monitoring Tool			C1.) Contracts	
D1c.) Monitoring schedule			D1a.) Risk Assessment	
D1d.) Issuing monitoring reports				Issue monitoring reports within 60 days
D2.) Org standards monitoring				Required annually
D2a.) Monitoring Tool				
D2b.) Monitoring schedule				
D2c.) Issuing monitoring reports				

State Office Action Plan

Conditions for Success

Orientation is an interactive endeavor

- Participants will be on camera and participate fully during live sessions
- Participants will ask questions, participate in polls, engage in group conversations, and provide feedback
- Trainers will frequently ask questions, seek input, listen to feedback, and adjust plans as needed to maximize participant learning and experience

Peer learning is valued

- Everyone has something to teach, and everyone has something to learn
- Different perspectives and practices give us opportunities to learn

Judgement Free Zone

- Everyone is starting from somewhere different and that is OK!
- Every state has something they can improve



History

Let's Set the Stage...

- Community Action was founded in the Economic Opportunity Act (EOA) of 1964 as part of Lyndon Johnson's "War on Poverty"
 - The EOA also funded programs like Head Start, Job Corps, Vista, etc.
 - Agencies were directly funded by the Federal Government
- The EOA recognized that poverty is not the same around the country, and local communities need to be empowered to address the unique causes and conditions of poverty that exist in their communities





Moving from the EOA to CSBG

- In 1981, Reagan replaced direct funding with the Community Services Block Grant
 - Funding goes directly to State Offices, who are responsible for oversight and administration of CSBG and CSBG Eligible Entities
 - Federal government oversees state offices
- The CSBG Act was last reauthorized in 1998
 - Current efforts for CSBG Reauthorization

Recent History

American Recovery and Reinvestment Act of 2009 (ARRA)

Obama Administration- Focus on Performance Management

- GPRA Modernization Act
- 2011 State of the Union & Budget
 - CSBG Network responded by developing the Performance Management Framework to ensure accountability and efficiency at all levels of the network



Discussion

What do you hope the history of
Community Action during COVID and
CARES looks like?

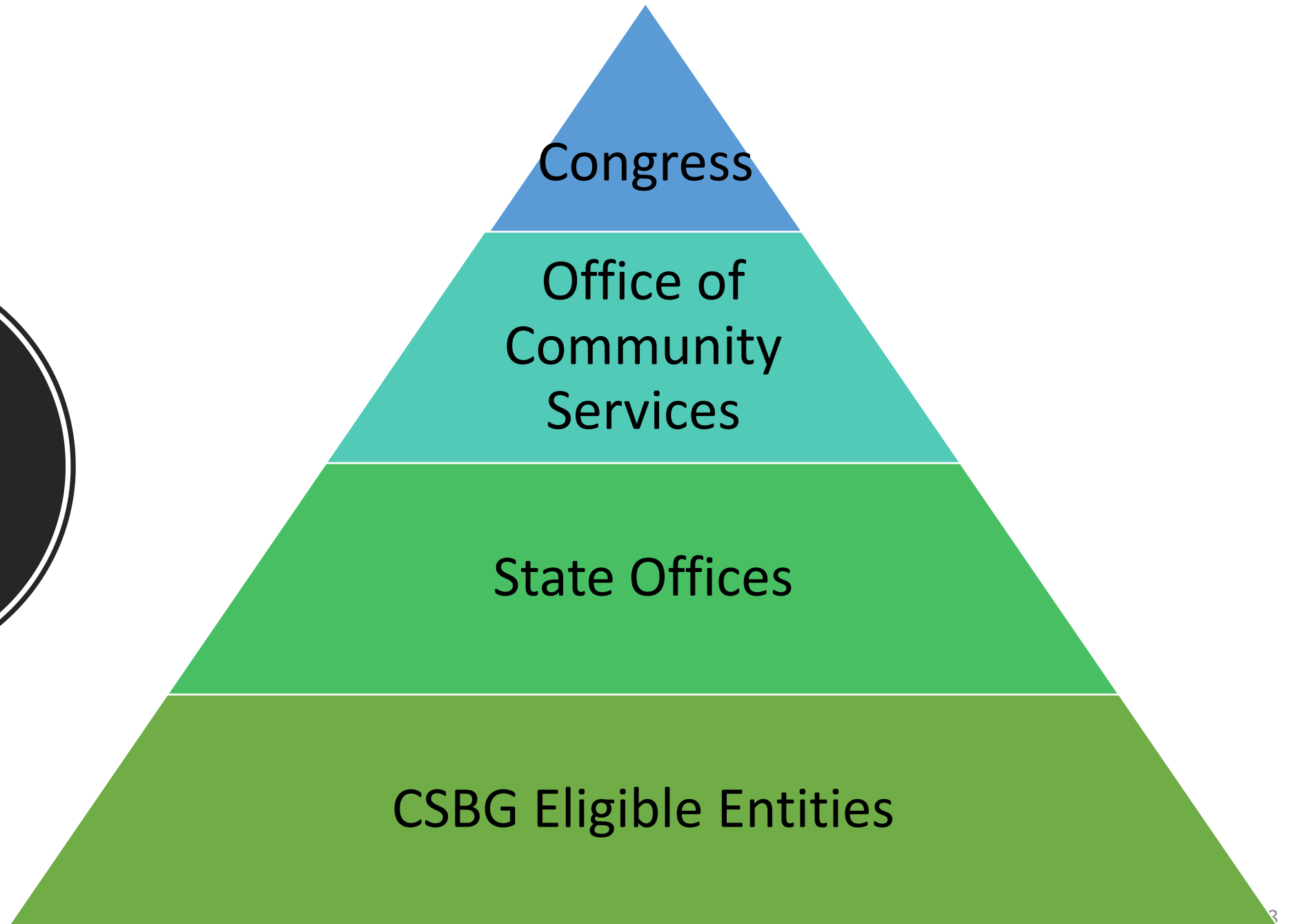


CSBG Basic Structure & Flow

What's a Block Grant?

- Block Grants award a state a fixed amount of money to provide a specific service or program.
- Generally, Block Grants do not have the same level of rules and oversight that other federal grants do.
 - Block grants empower states to develop rules and policies for their specific state.
 - Because of this lack of guidelines, states are responsible for developing the program requirements and oversight. This means that the way the grant is run in one state will likely be different from others.





How the Money Works

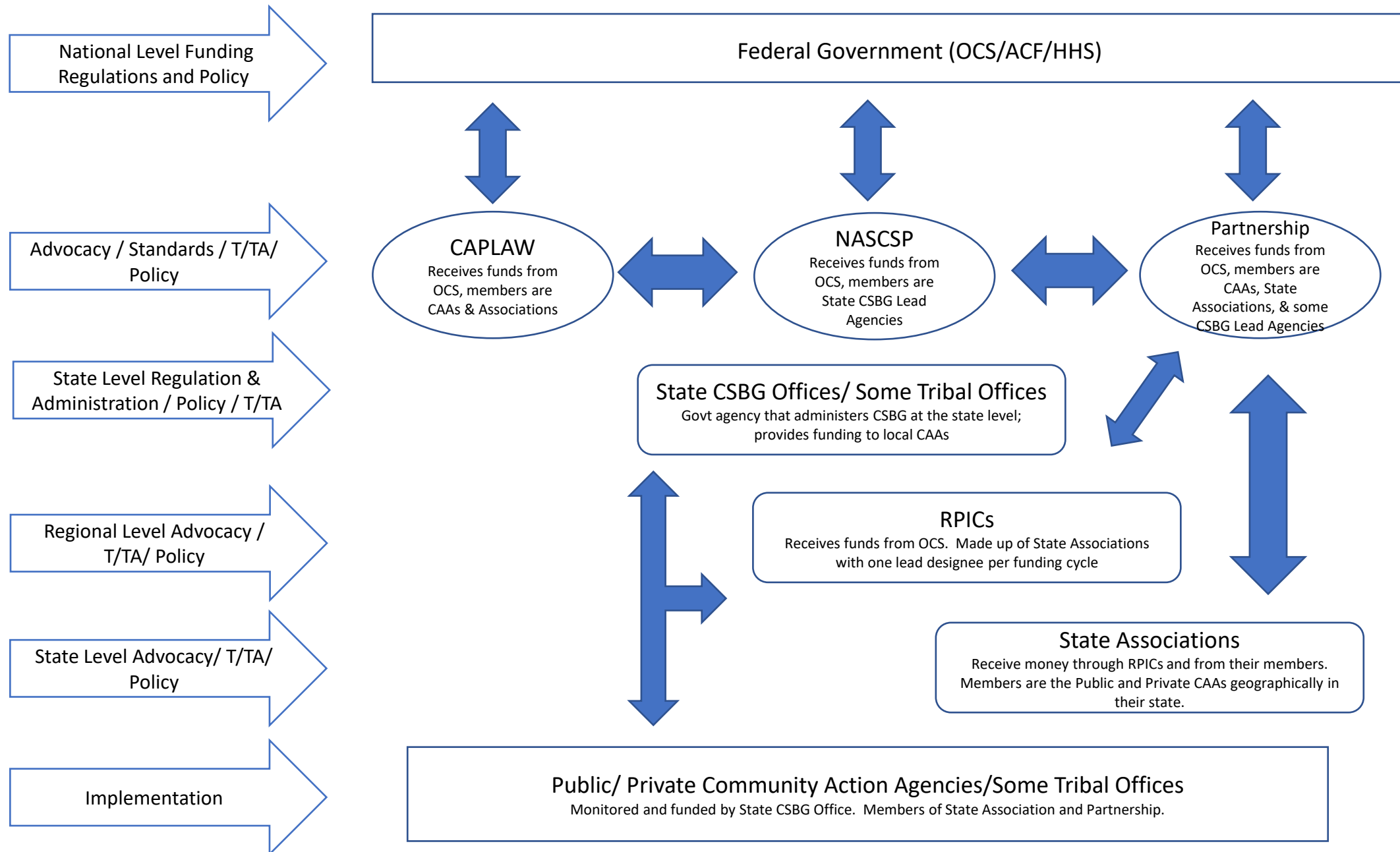
Congress allocates funds to CSBG

Funds are sent to HHS

The Secretary of HHS has authority to withhold 1% of funds for specific activities related to the program

Funds are made available to State Offices, Territories, and Tribal Organizations utilizing a formula factoring in criteria from the CSBG Act

States award at least 90% of their allocation to CSBG Eligible Entities





Knowledge Check!

- Who is responsible for setting the federal law that governs CSBG?
 - A.) OCS
 - B.) NASCSP
 - C.) Congress
 - D.) None of the above



Break!



CSBG Lifecycle

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Congress

Congress Allocates
funding to CSBG

Apportionment-
Congress to OCS

OCS (with support
from its T/TA
Providers) submits
the Report to
Congress

Federal (OCS)

OCS Makes
Necessary
Withholdings

OCS Collects and
Accepts State Plans

OCS awards funds to
States

OCS provides T/TA
(with support from its
T/TA providers);
guidance; & oversight

OCS Monitors States
for Compliance with
the CSBG Act

OCS Collects the
Annual Report from
States

State / Territory

States Collect Agency
Community Action
Plans

States approve
agency Community
Action Plans

States develop State
Plans

States create
contracts with local
entities, awarding
funds

States provide T/TA
(with support from its
T/TA providers);
guidance; & oversight

State Monitors
Agencies for
compliance with
federal & state
requirements

State collects Annual
Report data from
Agencies

State submits Annual
Report to OCS

Eligible Entity

Agency conducts a
Community Needs
Assessment

Agency prepares a
Community Action
Plan

Agency provides
services outlined in its
CAP Plan

Agency gathers data
and reports to the state
for the CSBG
Annual Report

Agency Submits
Community Action
Plan to State

What is the State Office Responsible For?



CSBG State Plans



CAP Plans



Funding



Monitoring



Training and Technical Assistance



ACSI



Reporting



Overall State Administration



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CSBG Stakeholders

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Office of Community Services
*An Office of the Administration
for Children & Families*



- The Office of Community Services (OCS) partners with states, communities and agencies to reduce the causes of poverty, increase opportunity and economic security of individuals and families and revitalize communities. Our social service and community development programs work in a variety of ways to improve the lives of many.
- OCS administers the following:
 - [Community Economic Development](#)
 - [Community Services Block Grant](#)
 - [Low Income Home Energy Assistance Program](#)
 - [Rural Community Development](#)
 - [Social Services Block Grant](#)
 - [Assets for Independence*](#)

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OCS is
responsible
for:

- Federal administration of CSBG, including:
 - Allocating funds from Congress to CSBG Lead Agencies and T/TA providers
 - Developing guidance for CSBG
 - Providing T/TA to CSBG Lead Agencies and Local Eligible Entities
 - Monitoring State compliance with federal CSBG requirements
 - Developing guidance for, and collecting the CSBG Annual Report

OCS Communications

CSBG Information Memoranda	An Information Memoranda (IM) provides guidance to assist in implementing the CSBG legislation, program instruction and policy clarification, in addition to disseminating information and program practices to stakeholders.
CSBG Dear Colleague Letters	Dear Colleague Letters are issued by OCS to the CSBG network to provide information and general announcements.
CSBG Action Transmittals	Action Transmittals request information or specific action from the CSBG network.



National Partners



ABOUT NASCSP | WHAT WE DO

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



U.S. DEPARTMENT OF
ENERGY





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ABOUT NASCSP | STAFF

NASCSP is the Membership Association for State Offices



We represent State Offices

Advocacy
Communication



We support State Offices

Training & Technical Assistance
Tools and Resources



We connect State Offices

Peer Groups
Networking Opportunities



FIND A PROVIDER

MEMBER LOGOUT



ABOUT

CSBG

WAP

NEWS/EVENTS

CONTACT

MEMBER RESOURCES

CSBG Member Only Resources



View NASCSP's library of member only resources:



Member Resources

User Profile

Edit Profile

Change Your Password

Member History

NASCSP Peer Exchange

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

FIND A PROVIDER

MEMBER LOGOUT





Events Calendar

- <https://nascsp.org/events/month/>

<input type="text" value="Search for events"/>							FIND EVENTS	List	Month	Day
< > Today							MAY 2021			
MON	TUE	WED	THU	FRI	SAT	SUN				
26	27	28	29	30	1	2	Community Action Month			
3	4	5	6	7	8	9	Community Action Month			
10	11	12	13	14	15	16	Community Action Month			
17	18	19	20	21	22	23	Community Action Month			
	11:00 am - 12:30 pm May CSBG Regional Manager's Call 2:00 pm - 3:30 pm May CSBG Regional Manager's Call		3:00 pm - 4:00 pm WAP Regional Manager's Call							
24	25	26	27	28	29	30	Community Action Month			
31	1	2	3	4	5	6	Community Action Month			

Upcoming NASCSP Conference

September 20 – 27, 2021

NASCSP Annual Training Conference –
Virtual

State Associations

Membership Associations, typically made up of local CAAs

- Board of directors are typically the directors of CAAs

Roles of the Association:

- Support coordination and cooperation
- Advocate
- Tell the story
- Training and Technical Assistance
- Support agencies
- Facilitate peer support and learning
- Develop linkages

CSBG Eligible Entities

1,000 Poverty Fighting Organizations
Nationwide, serving 99% of America's counties

- Private, Non-Profit Entities
- Public Entities
- Limited Purpose Agencies
- Migrant or Seasonal Farmworker Organization
- Tribe or Tribal Organization





Knowledge Check!



- The State Office has a concern about their state allocation. Who should they contact? (select all that apply)
 - A.) National Community Action Partnership
 - B.) NASCSP
 - C.) CAPLAW
 - D.) OCS
 - E.) All of the above



Wrap Up & Homework

- Quick Reflection (choose one):
 - What's something you learned today?
 - What's an action step you will take because of something you heard today?
- Homework:
 - Review National Partner videos
 - Review the State Office Action Plan- identify areas that you will need to gather more information about before you can complete it