PEAAK Oversight, Monitoring, and Reporting

Presenters: Charisse Johnson, Verna P. Best, Melissa Joseph, and M. Monique Alcantara

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ADMINISTRATION FOR
CHILDREN & FAMILIES
Office of Community Services

PEAAK Oversight, Monitoring and Reporting

Workshop Overview: The Office of Community Services, Division of Community Assistance will lead a discussion and explore how reporting and monitoring intersect, including describing current monitoring processes and how the CSBG State Plans and CSBG Annual Reports facilitate successful oversight and monitoring review.

PEAAK Oversight, Monitoring, and Reporting

AGENDA

Legislative Requirement for State Assessments (Monitoring)

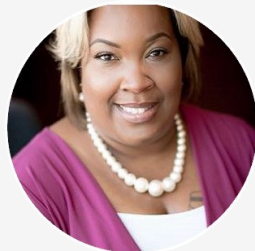Performance, Evaluation, Accountability, Accessibility, Knowledge (PEAAK)

Components of Effective Oversight

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Office of Community Services

CSBG
Community Services Block Grant

Meet the Presenters

Charisse Johnson

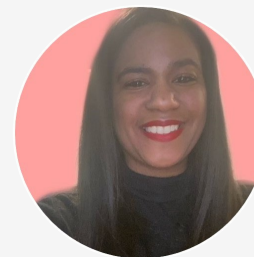Division of Community Assistance Director

Verna Best

Program Operations Branch Chief

Melissa Joseph

Financial Operations & Accountability Branch Chief

M. Monique Alcantara

Management & Program Analyst

Office of Community Services (OCS)

4 Priorities

Administer — **Priority 1:** Administer high quality programs that reach those most in need

Lift Up — **Priority 2:** Lift up voices from the field

Implement — **Priority 3:** Implement cross-cutting initiatives

Amplify — **Priority 4:** Amplify connections to Administration priorities

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Community Services Block Grant (CSBG)

CSBG PRIORITIES

REDUCING POVERTY

REVITALIZING LOW-INCOME COMMUNITIES

EMPOWERING LOW-INCOME INDIVIDUALS & FAMILIES

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Legislative Requirement for Monitoring

- OCS conducts standard monitoring reviews as required under Section 678B(c) of the CSBG Act:

    - *"…shall conduct in several states in each fiscal year evaluations (including investigations) of the use of funds received by the states under this subtitle in order to evaluate compliance".*

- Monitoring reviews follow a standard monitoring protocol addressing administrative, programmatic, and fiscal compliance with CSBG Act requirements.

5 Key Components of Oversight & Monitoring

Administrative Oversight

Program Operations & Management

Data Collection & Reporting

Financial Oversight & Accountability

Technical Support & Corrective Action

PEAAK

OCS explores and understands how CSBG state lead agencies discuss oversight and management design and activities.

CSBG state lead agencies describe and provide documentation demonstrating the agency's approach to oversight and monitoring to support compliance with legislation.

- Funding Releases
- Legislative Hearings
- Adequate Board Representation
- Public Inspections
- Termination and Reduction in Funding
- Nondiscrimination Provisions
- Prohibition of Political Activities
- Use of Grant Funds for Real Property Purchases and Renovation
- Training and Technical Assistance

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Administrative Oversight

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OCS explores and understands how CSBG state lead agencies effectively manage and oversee all areas.

CSBG state lead agencies intentionally focuses on the administration to meet the goals of CSBG within their state, carry out the provisions of the CSBG Act, and describe the design and structure of CSBG within their state.

② **Program Operations and Management**

- State Administrative Codes and Legislation/Oversight Policy and Procedures/Contractual Language
- Use of funds for individuals with low-income
- Community Needs Assessment
- Discretionary Funds
- ROMA
- State Plan
- Community Action Plans
- Training and Technical Assistance
- Program Coordination and Partnerships

PEAAK

OCS explores and understands how the CSBG state lead agencies use data from their state network to inform the administration based on the needs of their state.

CSBG state lead agencies describe how the administration of CSBG provides effective oversight, adapts to changing needs (e.g., natural shifts in the community, natural disasters, public health crises), and show understanding of the type of data collected to oversee the provision of quality services for individuals, families, and communities with low-income.

- State Plan

- Annual Report (CSBG, CARES, Disaster)

- Review Memos

- OLDC via GrantSolutions.gov

- Eligible Entities List

- National Performance Indicators

- Training and Technical Assistance

③
Data Collection and Reporting

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OCS explores and understands the state lead agency's approach to providing effective management and oversight of all financial and fiduciary responsibilities.

CSBG state lead agencies describe applicable fiscal and monitoring operations in accordance with the CSBG Act.

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Financial Oversight and Accountability

- Internal Controls
- Budgeting
- Accounting Systems
- Audit Resolution
- Risk Management
- Indirect and Administrative Cost
- Training and Technical Assistance
- Property Management

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OCS explores and understands the CSBG state lead agency's approach to providing effective management and oversight of corrective action and technical support activities.

CSBG state lead agencies describe how monitoring and oversight inform training and technical assistance and corrective action.

- Quality Improvement Plans
- Corrective Action Plans
- CSBG IM 116
- Training and Technical Assistance

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Technical Support and Corrective Actions

QUESTIONS

THANK YOU