

CSBG Glossary of Terms and Acronyms

Purpose

This document is a compilation of common terms and acronyms related to the Community Services Block Grant (CSBG) or other anti-poverty initiatives or work that may intersect with CSBG. Not all the definitions included in this list are official definitions from the Act, OCS, and/or other reliable sources (I.E. CAPLAW) and may have been developed by a state and therefore can be changed. Please note, this is not intended to be a comprehensive list.

Action Transmittals (AT) – Communication issued by OCS that requests information or specific action from the CSBG network.

Administration for Children and Families (ACF) – A division of the U.S. Department of Health & Human Services (HHS). ACF's mission is to promote the economic and social well-being of children, families, individuals, and communities with leadership and resources for compassionate, effective delivery of human services. ACF administers numerous federal grant programs common to CAAs, such as Community Services Block Grant (CSBG), Head Start, Community Economic Development (CED), Low Income Home Energy Assistance Program (LIHEAP), and Social Services Block Grant Program (SSBG).

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Affiliate – An entity related to an Applicant that controls by contract or by operation of law the Applicant or has the power to control the Applicant or a third entity that controls or has the power to control both the Applicant and the entity. Examples include but are not limited to entities submitting under a common application, or instrumentalities of a unit of government. This term also includes any entity that is required to be reported as a component entity under Generally Accepted Accounting Standards, is required to be part of the same Single Audit as the Applicant is reported on the same IRS Form 990 or is using the same federally approved indirect cost rate.

American Customer Satisfaction Index (ACSI) – A survey provides eligible entities and State Lead CSBG Agency with an opportunity to offer constructive feedback to their respective funder. The results of this survey will guide OCS' training and technical assistance efforts and will provide baseline data to the State CSBG Lead Agency that can be used in developing State Plans.

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Americans with Disabilities Act of 1990 (ADA) – A federal civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life, including jobs, schools, transportation, and all public and private places that are open to the general public.

Appropriations – A law of Congress that provides an agency with budget authority. An appropriation allows the agency to incur obligations and to make payments from the U.S. Treasury for specified purposes. Appropriations are definite (a specific sum of money) or indefinite (an amount for “such sums as may be necessary”).

Appropriations Process – The process by which Congress develops and passes appropriations legislation. Appropriations Committees and the 12 subcommittees of each chamber develop, draft, and manage the consideration of respective bills. Bills must pass each chamber and differences between the bills must be reconciled before being sent to the President.

Assets for Independence (AFI) – A federal program that distributes discretionary grants to help the impoverished achieve one of three goals: homeownership, business ownership, and postsecondary education. It was created by the Assets for Independence Act.

Awarded Funds – The amount of funds or proportional share of funds committed by the Department's Board to a Subrecipient or Service Area.

Categorical Eligible/Eligibility – A method where a Subrecipient must deem a Household to be eligible for LIHEAP or DOE benefits if that Household includes at least one member that receives assistance under specific federal programs as identified in this chapter or by Contract.

Certified Community Action Professional (CCAP) – A peer recognition program that provides national recognition for meeting the standards to be identified as a Community Action Professional.

Child – Household member not exceeding 18 years of age.

Child Care and Development Block Grant (CCDBG) – Created by the Child Care and Development Block Grant Act, which authorizes the Child Care and Development Fund (CCDF), which is a federal and state partnership program that provides financial assistance to low-income families to access child care so they can work or attend a job training or educational program. States also use the CCDF to build the skills and qualifications of the teacher workforce, support childcare programs to achieve higher standards, and provide consumer education to help parents select childcare that meets their families' needs.

Code of Federal Regulations (CFR) – The codification of rules of the executive departments and agencies of the federal government.

Community Action Agency (CAA) – Tax-exempt, nonprofit corporations or public entities funded by the federal Community Services Block Grant (CSBG) via subgrants they receive from a state department designated by the state's governor to facilitate the funding. To receive CSBG funding, an organization must maintain a specified board composition and be capable of

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providing a broad range of services designed to eliminate poverty and foster self-sufficiency. Also known as eligible entities.

Community Action Plan (CAP Plan) – A document developed by local Eligible Entities based on the analysis of the data they gather from a comprehensive community needs assessment which identifies needs and resources within the community. The assessment is used to develop the three-year Community Action Plan describing what activities are being proposed to meet identified needs. Activities are identified in the domain areas of employment, education, income management, housing, emergency services, self-sufficiency, linkages, health, and nutrition.

Community Action Program Legal Services (CAPLAW) – A tax-exempt, nonprofit membership corporation dedicated to providing the legal, governance, and management resources necessary to sustain and strengthen the national Community Action Agency (CAA) network.

Community Development Block Grant (CDBG) – Aims to ensure decent affordable housing, to provide services to the most vulnerable communities, and to create jobs through the expansion and retention of businesses. CDBG is one of the longest-running programs administered by the Federal Department of Housing and Urban Development (HUD).

Community Needs Assessment (CNA) – An assessment of community needs performed by the Eligible Entity for the areas to be served with CSBG funds.

Community Services Block Grant (CSBG) – A federal block grant administered by Office of Community Services (OCS) located within the Administration for Children and Families (ACF) in the U.S. Department of Health and Human Services (HHS). CSBG funds the operations of a state-administered network of tax-exempt nonprofit corporations and public entities designated as Community Action Agencies (CAA) to alleviate the causes and conditions of poverty in communities. CSBG funding supports projects that provide services and activities addressing employment, education, better use of available income, housing, nutrition, emergency services, and/or health.

Community Services Block Grant (CSBG) Act – The CSBG Act is a law passed by Congress authorizing the Community Services Block Grant. The CSBG Act was amended by the Community Services Block Grant Amendments of 1994 and the Coats Human Services Reauthorization Act of 1998 under 42 U.S.C. §§9901, et seq. The CSBG Act authorized establishing a community services block grant program to make grants available through the program to states to ameliorate the causes of poverty in communities within the states.

Comprehensive Energy Assistance Program (CEAP) – A LIHEAP-funded program to assist low-income Households, in meeting their immediate home energy needs.

Concern – A policy, practice, or procedure that has not yet resulted in a Finding or Deficiency, but if not changed will or may result in a Finding or Deficiency.

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Conflict of Interest (COI) – A situation in which there is a personal or financial interest that compromises or could compromise a person's independence of judgment in exercising their responsibilities

Consolidated Appropriations Act – Also known as an omnibus bill, is made up of 12 separate bills that incorporate the Appropriations subcommittees' bills. Each year's collection of appropriations bills are, together, called a Consolidated Appropriations Act.

Continuing Resolution (CR) – Provides "stopgap" funding for the federal government when full appropriations bills have not been approved by Congress and the President by September 30. Continuing Resolutions span a specific time frame, and some years may see multiple CRs. Generally, CRs continue previous years' funding levels.

Contract – The executed written agreement between the Department and a Subrecipient performing an activity related to a program that describes performance requirements and responsibilities assigned by the document, for which the first day of the Contract Term is the point at which program funds may be considered by a Subrecipient for Expenditure unless otherwise directed in writing by the Department.

Contract System – A web-based data collection platform that allows Subrecipients of Community Services programs to sign and view Contracts and submit performance and financial reports online.

Contract Term – The period of Expenditure under a Contract.

Contracted Funds – The gross amount of funds Obligated by the Department to a Subrecipient as reflected in a Contract.

Corporation for National and Community Service (CNCS) – A federal agency that focuses on improving the lives of the American people through programs that foster volunteer opportunities and service by fellow Americans. CNCS administers multiple federal programs such as AmeriCorps, Senior Corps, the Social Innovation Fund, and the Volunteer Fund.

Corrective Action Plan (CAP) – A step-by-step plan of action(s) developed by a CSBG eligible entity to correct deficiencies, reduce liabilities, and improve compliance for any items identified during a monitoring visit, as further described in §2.203 and §2.204 of the CSBG Act (Termination and Reduction of Funding for CSBG Eligible Entities and Contents of a Quality Improvement Plan). Also referred to as a Quality Improvement Plan (QIP).

Cost Reimbursement – A Contract sanction whereby reimbursement of costs incurred by the Subrecipient is made only after the Department has conducted such review as it deems appropriate, which may be complete or limited, such as on a sampling basis, and approved backup documentation provided by the Subrecipient to support such costs. Such a review and approval does not serve as a final approval and all uses of advanced funds remain subject to review in connection with future or pending reviews, monitoring, or audits.

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Dear Colleague Letter (DCL) – Communication issued by OCS to the CSBG network to provide information and general announcements.

Declaration of Income Statement (DIS) – A Department-approved form used only when it is not possible for an applicant to obtain third-party or firsthand verification of income.

Deficiency – Consistent with the CSBG Act, a Deficiency exists when an Eligible Entity has failed to comply with the terms of an agreement or a state plan, or to meet a State requirement. The Department's determination of a Deficiency may be based on the Eligible Entity's failure to provide CSBG services, or to meet appropriate standards, goals, and other requirements established by the State, including performance objectives, or as provided for in §2.203(b) of this title (relating to Termination and Reduction of Funding for CSBG Eligible Entities). A Finding, Observation, or Concern that is not corrected, or is repeated, may become a Deficiency.

Deobligate/Deobligation – The partial or full removal of Contracted Funds from a Subrecipient. Partial Deobligation is the removal of some portion of the full Contracted Funds from a Subrecipient, leaving some remaining balance of Contracted Funds to be administered by the Subrecipient. Full Deobligation is the removal of the full amount of Contracted Funds from a Subrecipient. This definition does not apply to CSBG non-discretionary funds.

Department of Energy (DOE) – Federal department that provides funding for a weatherization assistance program.

Direct Customer Support – Includes salaries and fringe benefits of case management staff as well as direct benefits provided to customers.

Discretionary Funds – CSBG funds, excluding the 90% of the state's annual allocation that is designated for statewide allocation to CSBG Eligible Entities under §6.203 of this subchapter (relating to Formula for Distribution of CSBG Funds) and state administrative funds, maintained by the Department, at its discretion, for CSBG allowable uses as authorized by the CSBG Act.

Early Childhood Learning and Knowledge Center (ECLKC) – Offers training and technical assistance resources for the Head Start program from the federal Office of Head Start (OHS).

Earned Income Tax Credit (EITC) – A refundable tax credit for low- to moderate-income working individuals and couples, particularly those with children. The amount of EITC benefit depends on a recipient's income and number of children. For a person or couple to claim one or more persons as their qualifying child, requirements such as relationship, age, and shared residency must be met.

Economic Opportunity Act of 1964 (EOA) – Initially authorized the federal funding of Community Action Agencies (CAA) as a part of Lyndon Johnson's War on Poverty. The Act was repealed in 1981 and replaced by the federal Community Services Block Grant (CSBG) Act.

Elderly Person – For CSBG, a person who is 55 years of age or older; and For CEAP and WAP, a person who is 60 years of age or older.

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Eligible Entity – Those local organizations in existence and designated by the federal and state governments to administer programs created under the Federal Economic Opportunity Act of 1964. This includes CAAs, limited-purpose agencies, and units of local government. The CSBG Act defines an Eligible Entity as an organization that was an Eligible Entity on the day before the enactment of the Coats Human Services Reauthorization Act of 1998 (October 27, 1998) or is designated by the Governor to serve a given area of the state and that has a tripartite board or other mechanism specified by the state for local governance.

Energy Burden – The percentage of a household's income that must be used for energy bills. The energy burden for low-income households is over four times that of other households.

Expenditure – Funds that have been accrued or remitted for purposes of the award.

Extended Foster Care – An approach in many states that allows youth to remain in or re-enter care beyond their 18th birthday. This change gives young people more time to successfully navigate the critical transition into adulthood while also affording the child welfare system more time to secure a loving and permanent support network for each youth in care.

Fair Labor Standards Act (FLSA) – A federal statute that establishes minimum wage, overtime pay, recordkeeping, and child labor standards for full- and part-time workers in the private and public sectors.

Family and Medical Leave Act (FMLA) – A federal law requiring covered employers to provide eligible employees with job-protected, unpaid leave for qualified medical and family reasons.

Federal Poverty Limits (FPL) – A measure of income issued every year by the Department of Health and Human Services (HHS). Federal poverty levels are used to determine your eligibility for certain programs and benefits, including savings on Marketplace health insurance, and Medicaid and CHIP coverage.

Federal Register Notice (FRN) – Federal Register Notices are proposed rulemakings and updates, proposed settlements, public meetings and workshops, and other important agency activities published in the Federal Register, the daily legal newspaper of the Federal government), which is produced by the National Archives and Records Administration.

Finding – A Subrecipient's material failure to comply with rules, regulations, and the terms of the Contract or to provide services under each program to meet appropriate standards, goals, and other requirements established by the Department or funding source (including performance objectives). A Finding impacts the organization's ability to achieve the goals of the program and jeopardizes the continued operations of the subrecipient. Findings include the identification of an action or failure to act that results or may result in disallowed costs.

Fiscal Year (FY) – Any twelve-month period designated by the State. A year beginning on October 1 and ending on September 30 is the standard fiscal year of the federal government.

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Government Shutdown – Occurs when Congress fails to enact the 12 annual appropriations bills. In the case of a government shutdown, federal agencies cease all non-essential operations. Each federal employee is classified as essential or non-essential and this classification indicates whether the employee will be subject to a furlough. All essential workers and mandatory spending programs continue to function during a shutdown, though some at limited capacity.

Gross Annual Income – Defined as the total amount of non-excluded income earned annually before taxes or any deductions for all Household members 18 years of age and older.

Health Insurance Portability and Accountability Act (HIPAA) – A federal law that requires the creation of national standards to protect sensitive patient health information from being disclosed.

High Energy Consumption – A Household that is billed more than \$1000 annually for related fuel costs for heating and cooling their Dwelling Unit.

Household – An individual or group of individuals, excluding unborn Children, who are living together as one economic unit.

For DOE WAP this includes all persons living in the Dwelling Unit.

For CSBG/LIHEAP it includes these persons customarily purchasing residential energy in common or making undesignated payments for energy.

In CSBG/LIHEAP a live-in aide, or a Renter with a separate lease that includes a separate bill for utilities is not considered a Household member.

Individual Development Account (IDA) – An asset-building tool designed to enable low-income families to save towards a targeted amount usually used for building assets in the form of home ownership, post-secondary education, and small business ownership. In principle IDAs work as matched savings accounts that supplement the savings of low-income households with matching funds drawn from a variety of private and public sources.

Information Memoranda (IM) – Provides guidance from the Office of Community Services, Division of State Assistance, to assist in implementing the CSBG legislation, program instruction, and policy clarification, in addition to disseminating information and program practices to stakeholders.

Information System (IS) – The CSBG “Information System” Survey is a comprehensive survey of state and local uses of federal CSBG funds. First conducted in 1983, NASCSP has been the administrator of the survey since FY 1987 and in FY 2005 reporting on the Survey became a federal requirement. The CSBG IS Survey was amended to focus on information of interest to state and federal policymakers, such as the relationship of CSBG to other funding sources and the development of innovative programs.

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Internal Revenue Service (IRS) – A bureau of the U.S. Department of the Treasury that administers and supervises the execution and application of federal tax laws.

Inverse Ratio of Population Density Factor – The number of square miles of a county divided by the number of poverty Households of that county.

Limited Purpose Agency (LPA) – A type of eligible entity that serves the general purposes of a Community Action Agency under Title II of the Economic Opportunity Act.

Local Theory of Change – Helps agencies articulate their assumptions and the connections between what they do and what is accomplished. This should be a reflection of the results of the CAAs needs assessment, strategic planning, and Community Action Plan.

Low-Income Household – Defined as:

For DOE WAP, a Household whose total combined annual income is at or below 200% of the Federal Poverty Income guidelines, or a Household who is Categorically Eligible;

For CEAP and LIHEAP-WAP, a Household whose total combined annual income is at or below 150% of the Federal Poverty Income guidelines, or a Household that is Categorically Eligible; and

For CSBG, a Household whose total combined annual income is at or below 125% of the Federal Poverty Income guidelines."

Low Income Household Water Assistance Program (LIHWAP) – An HHS federally funded program that helps income-qualified families with water and wastewater costs.

Low-Income Home Energy Assistance Program (LIHEAP) – A federal block grant program administered by the federal Office of Community Services (OCS). LIHEAP assists eligible low-income households with heating and cooling energy costs, bill payment assistance, energy crisis assistance, weatherization, and energy-related home repairs.

Means Tested Veterans Program – A program whereby applicants who meet certain Veterans Affairs requirements, including but not limited to income and net worth limits set by Congress, receive payments from the U.S. Department of Veterans Affairs.

Mixed Status Household – A Household that contains one or more members who are U.S. Citizens, U.S. Nationals, or Qualified Aliens, and one or more members who are Unqualified Aliens.

Monthly Performance and Expenditure Report – Two separate but linked reports indicating a Subrecipient's or Eligible Entity's performance and financial information, due to the Department on or before the fifteenth day of each month of the Contract Term following the reporting month. If the fifteenth falls on a weekend or holiday, the reports must still be entered on or

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before the fifteenth. The data the Department collects is subject to change based on changes required by DOE or HHS.

National Association for State Community Services Programs (NASCSPP) – A national membership association that advocates and enhances the leadership role of states in preventing and reducing poverty through its publications and training. NASCSPP members mainly consist of state offices that facilitate Community Services Block Grant (CSBG) and Weatherization Assistance Program (WAP) funding. NASCSPP's vision encompasses the empowerment of low-income families to reach self-sufficiency in its broadest context, through helping states attain full utilization of their resources and implement an extensive array of services to these families, including weatherization, energy assistance, childcare, nutrition, employment, state energy programs, job training, and housing in urban, suburban and rural communities.

National Community Action Foundation (NCAF) – A non-profit organization that represents the funding and policy interests of Community Action Agencies (CAA) before Congress and the federal Executive Branch. NCAF is funded solely by private contributions.

National Community Action Partnership (NCAP) – A national, tax-exempt, nonprofit membership corporation that provides technical assistance, training, and other resources to the Community Action network. The resources provided by the Partnership enable the Community Action network to stay up to date on the latest best practices to fight poverty and empower low-income individuals and families to achieve self-sufficiency.

National Performance Indicator (NPI) – A tool for setting priorities and monitoring progress toward the broader goal of ending poverty. Individuals and families aided by CAAs face poverty and economic insecurity in varying degrees, across family and community level domains, and ranging from health and housing to employment and education. The NPIs track outcomes from emergency services as well as more comprehensive and coordinated services such as employment initiatives and early childhood programs.

Nationally Certified ROMA Advocate (NCRA) – Are staff who work in any level of the CAA network (local agencies, state offices, state associations, national partners) who has already achieved Nationally Certified ROMA Trainer (NCRT) or Nationally Certified ROMA Implementer (NCRI) status but is no longer responsible for the duties associated with Trainers or Implementers. These are individuals who continue to be active in the Community Action Network in a recognized capacity and are well-established and practiced in the use of ROMA principles and practices.

Nationally Certified ROMA Implementer (NCRI) – Are staff who work in any level of the CAA network (local agencies, state offices, state associations, national partners) who are focused on applying and integrating ROMA principles and practices into their work.

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Nationally Certified ROMA Trainer (NCRT) – Are staff who work in any level of the CAA network (local agencies, state offices, state associations, national partners) who conduct training for the CAA Network on ROMA principles and concepts.

Obligation – Funds become obligated upon approval of an award to Subrecipient by the Department's Governing Board unless the Department does not receive sufficient funding from the cognizant federal entity.

Observation – A notable policy, practice or procedure observed through the course of monitoring.

Occupational Safety and Health Administration (OSHA) – Overseen by the U.S. Department of Labor (DOL) and aims to assure safe and healthful working conditions for working people by setting and enforcing health and safety standards and by providing training, outreach, education, and assistance.

Office for Victims of Crime (OVC) – Within the U.S. Department of Justice (DOJ) and administers the Crime Victims Fund which is financed by fines and penalties paid by convicted federal offenders, not from tax dollars. OVC channels funding for victim compensation and assistance throughout the United States, raises awareness about victims' issues, promotes compliance with victims' rights laws, and provides training and technical assistance (TITA) and publications and products to victim assistance professionals.

Office of Community Services (OCS) – Is located within the Administration for Children and Families (ACF) in the U.S. Department of Health and Human Services (HHS). OCS administers a number of social service and community development federal grant programs, including the Community Services Block Grant Program (CSBG), Low-Income Home Energy Assistance Program (LIHEAP), and the Social Services Block Grant (SSBG).

Office of Head Start (OHS) – Is located within the Administration for Children and Families (ACF) in the U.S. Department of Health and Human Services (HHS). OHS administers funding authorized by the Head Start Act, oversees entities that provide Head Start services, issues federal policy direction, and provides a training and technical assistance (T/TA) system to assist Head Start recipients in providing comprehensive services to eligible young children and their families. Head Start funding is used to support preschool programs, which primarily serve 3- and 4-year-old children, and Early Head Start programs for infants, toddlers, and pregnant women.

Office of Justice Programs (OJP) – Within the U.S. Department of Justice (DOJ) and provides innovative leadership to federal, state, local, and tribal justice systems, by disseminating state-of-the-art knowledge and practices across America and providing federal grants for the implementation of these crime-fighting strategies.

Office of Management and Budget (OMB) – A federal Executive Office that oversees the performance of federal agencies and administers the federal budget. In particular, OMB establishes government-wide grant management policies and guidelines which are typically

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adopted by each federal agency via regulations issued by that agency. In 2013, OMB finalized its comprehensive overhaul of federal grant administrative, cost accounting, and audit policies guidance, titled the Uniform Administrative Requires, Cost Principles, and Audit Requirements for Federal Awards.

OMB Circulars – Instructions and information issued by OMB to Federal agencies that set forth principles and standards for determining costs for federal awards and establishing consistency in the management of grants for federal funds. Uniform cost principles and administrative requirements for local governments and for nonprofit organizations, as well as audit standards for governmental organizations and other organizations expending federal funds, are set forth in 2 CFR Part 200.

Omnibus Bill – A large bill that consists of any number of appropriations bills often related to the same broad topic(s). Consolidated Appropriations Acts are omnibus bills.

Online Data Collection (OLDC) – An electronic data submission site designed to submit grant forms such as the CSBG State Plan and the CSBG Annual Report, to OCS.

On-the-Job Training (OJT) – Activities to enhance the skills of working persons during their hours of employment.

Provision – An annual appropriations act generally consists of two parts—paragraphs providing funding and general provisions focusing on non-funding as well as funding issues. Generally, each paragraph corresponds to a unique budget account and provides a lump-sum amount for a group of activities, such as agency salaries and expenses, and may include restrictions or conditions that apply to that funding. Some general provisions establish restrictions and conditions that apply to a single account, multiple accounts, the entire bill, or a department or agency funded in the bill. General provisions may be of a policy or operational character.

Quality Improvement Plan (QIP) – A step-by-step plan of action(s) developed by a CSBG eligible entity to correct deficiencies, reduce liabilities, and improve compliance for any items identified during a monitoring visit, as further described in §2.203 and §2.204 of the CSBG Act (Termination and Reduction of Funding for CSBG Eligible Entities and Contents of a Quality Improvement Plan). Also referred to as a Quality Improvement Plan (QIP).

Results Orientated Management and Accountability (ROMA) – A performance-based initiative designed to preserve the anti-poverty focus of community action and to promote greater effectiveness among state and local agencies receiving Community Service Blog Grant (CSBG) funds.

Results Orientated Management and Accountability Next Generation (ROMA NG) – A system for continuous quality improvement to enable the network to measure, analyze and communicate performance.

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Section 8 – The portion of the U.S. Housing and Community Development Act of 1974 that established the Housing Choice Voucher Program for low-income families and individuals. It frequently refers to housing provided under the provisions of the act.

Sequestration – Provides for the automatic cancellation of previously enacted spending, making largely across-the-board reductions to nonexempt programs, activities, and accounts.

Special Supplemental Nutrition Program for Women, Infants and Children (WIC) – A Food Nutrition Services (FNS) program administered by the U.S. Department of Agriculture (USDA). WIC provides Federal grants to States for supplemental foods, health care referrals, and nutrition education for low-income pregnant, breastfeeding, and non-breastfeeding postpartum women, and to infants and children up to age five who are found to be at nutritional risk.

Strategic Plan – A planning document that takes into consideration the needs of the targeted community and identifies an organization's vision and mission; its strengths, weaknesses, opportunities, and threats; external and internal factors impacting the organization; and utilizes this information to set goals, objectives, strategies, and measure to meet over an identified period of time.

Supplemental Nutrition Assistance Program (SNAP) – Formerly the Food Stamp Program, is a Food Nutrition Services (FNS) program administered by the U.S. Department of Agriculture (USDA). Working with State agencies, nutrition educators, and neighborhood and faith-based organizations, SNAP puts healthy food within reach for 28 million people each month via an electronic benefits transfer (EBT) card used to purchase food at most grocery stores. Through nutrition education partners, SNAP helps clients learn to make healthy eating and active lifestyle choices.

Supportive Services for Veteran Families (SSVF) – A federal grant program administered by the U.S. Department of Veterans Affairs (VA) that provides funding to nonprofit organizations and consumer cooperatives who can provide supportive services to low-income Veteran families living in transition to permanent housing.

Technical Assistance Plan (TAP) – The State Lead CSBG Agency's plan for delivering CSBG-funded training and technical assistance (T/TA) to eligible entities. The plan can include TTA for the entire network provided directly by the State Lead CSBG Agency or contractor, or TTA for a specific agency based on concerns identified during a monitoring.

Temporary Assistance for Needy Families (TANF) – A federal block grant administered by Office of Community Services (OCS) located within the Administration for Children and Families (ACF) in the U.S. Department of Health and Human Services (HHS). TANF is designed to help needy families achieve self-sufficiency by providing block grants to states to design and operate programs that accomplish one of the following four purposes of the TANF program to: provide assistance to needy families so that children can be cared for in their own homes; reduce the dependency of needy parents by promoting job preparation, work and marriage; prevent and

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reduce the incidence of out-of-wedlock pregnancies; and encourage the formation and maintenance of two-parent families.

Temporary Emergency Food Assistance Program (TEFAP) – Stores and distributes surplus USDA agricultural commodities to low-income persons.

Theory of Change (TOC) – A graphic overview of the core principles, performance management framework, and services and strategies implemented and led by the network to achieve the goals of Community Action across the nation.

Transitioned Out of Poverty (TOP) – A Household who was CSBG eligible and as a result of the delivery of CSBG-supported case management services attains an annual income in excess of 125% of the poverty guidelines for 90 calendar days.

U.S. Department of Agriculture (USDA) – A federal agency that provides leadership on food, agriculture, natural resources, rural development, nutrition, and related issues based on public policy, the best available science, and effective management.

U.S. Department of Energy (DOE) – A federal agency that addresses energy, environmental and nuclear challenges through transformative science and technology solutions. DOE administers several federal grant programs, including the Weatherization Assistance Program (WAP).

U.S. Department of Health and Human Services (HHS) – The federal agency that administers programs aimed at protecting the health of all Americans and providing essential human services through grant programs such as the Community Services Block Grant (CSBG), Head Start, and the Low-Income Home Energy Assistance Program (LIHEAP).

U.S. Department of Housing and Urban Development (HUD) – The federal agency that administers programs aimed at creating strong, sustainable, inclusive communities and quality affordable homes, such as the Community Development Block Grant (CDBG) and the HOME Investment Partnerships Program (HOME) which funds Community Housing Development Organizations (CHOO).

U.S. Department of Justice (DOJ) – A federal agency that enforces laws and defends the interests of the United States. DOJ administers several federal grant programs through the Office of Justice Programs (OJP), Office for Victims of Crimes (OVC), Office of Juvenile Justice and Delinquency Prevention (OJJDP), and the Office on Violence Against Women (OVW).

U.S. Department of Labor (DOL) – A federal agency responsible for enforcing a variety of federal labor and employment laws such as the Family Medical Leave Act (FMLA), Fair Labor Standards Act (FLSA), Davis-Bacon Act, and Occupational Safety and Health Act (OSH Act). DOL also administers several grant programs including the Workforce Innovation and Opportunity Act (WIOA) programs in collaboration with the U.S. Departments of Education (ED) and Health and Human Services (HHS).

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U.S. Equal Employment Opportunity Commission (EEOC) – The federal agency responsible for enforcing federal laws that make it illegal to discriminate against a job applicant or an employee because of the person's race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age (40 or older), disability or genetic information.

Uniform Guidance (UG) – The Office of Management and Budget's (OMB) comprehensive grant guidance titled the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards that establishes a government-wide grants management framework. The UG is generally codified at 2 C.F.R. Part 200 and has been adopted by all federal agencies. The U.S. Department of Health and Human Services (HHS) is the one federal agency that decodified the UG in its entirety at 45 C.F.R. Part 75. The UG is intended to ease administrative burden and strengthen oversight over federal funds. In particular, the UG addresses topics relating to protecting and using federal funds such as procurement, property standards, financial management, monitoring, allowable costs (i.e., costs which may be paid for with federal funds), and audit requirements.

United States Code (USC) –The official compilation and codification of federal statutes.

Weatherization Assistance Program (WAP) – A federal grant program administered by the U.S. Department of Energy (DOE) and aims to reduce energy costs for low-income households by increasing the energy efficiency of their homes, while ensuring their health and safety.

Workforce Innovation and Opportunity Action (WIOA) – Establishes a publicly funded workforce system, administered by the U.S. Department of Labor (DOL) in collaboration with the U.S. Departments of Education (ED) and Health and Human Services (HHS). WIOA aims to align workforce development, education, and economic development programs with regional economic development strategies to meet the needs of local and regional employers