



NATIONAL ASSOCIATION FOR STATE COMMUNITY SERVICES PROGRAMS

Preparing for the State Plan

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Presenters

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Who is with us?

The National Community Action Network Theory of Change

Community Action Goals

Goal 1: Individuals and families with low incomes are stable and achieve economic security.

Goal 2: Communities where people with low incomes live are healthy and offer economic opportunity.

Goal 3: People with low incomes are engaged and active in building opportunities in communities.



Services and Strategies



Employment



Education & Cognitive Development

Income, Infrastructure & Asset Building



Housing

Health/Social Behavioral Development



Civic Engagement & Community Involvement

Core Principles

- Recognize the complexity of the issues of poverty
- Build local solutions specific to local needs
- Support family stability as a foundation for economic security
- Advocate for systemic change
- Pursue positive individual, family, and community level change
- Maximize involvement of people with low incomes
- Engage local community partners and citizens in solutions
- Leverage state, federal, and community resources

Performance Management

How well does the network operate?

What difference does the network make?

- Local Organizational Standards
- State and Federal Accountability Measures
- Results Oriented Management and Accountability System

- Individual and Family National Performance Indicators
- Community National Performance Indicators

A national network of over 1,000 high performing Community Action Agencies, State Associations, State offices, and Federal partners supported by the Community Services Block Grant (CSBG) to mobilize communities to fight poverty.

Performance Management Framework

Appendix 3 FEDERAL ACCOUNTABILITY MEASURES

These measures are tied to the critical roles and responsibilities of the Office of Community Services (OCS), as required by the CSBG Act, and are an indication of how efficiently and effectively the State implemented the elements of the State plan, and what impact the State's efforts had on the performance of local eligible entities. The "performance period" for each of the measures is generally the Federal Fiscal Year.

State Plan Review and Acceptance During the performance period...

- 1Fa. OCS
- i. reviewed and provided a response² for "x" days of receipt of the submitted State plan
 - ii. accepted "x" percent of State plans with submitted State plan³; and
 - iii. responded to "x" percent of State inquiries within "x" days.⁴
- 1Fb. Using data from a nationally administered survey, OCS made organizational adjustments regarding its grant management services.

Distribution of Funds During the performance period...

- 2Fa. "x" percent⁶ of States with accepted State plans received funds from the OMB/Department of Health and Human Services within 30 calendar days after the end without interruption.⁴

Grant Monitoring and Corrective Action During the performance period...

- 3Fa. OCS
- i. sent "x" percent⁷ of draft State plans to eligible entities within 60 calendar days of the State assessment.

¹ For the purposes of these measures, the term "response" includes requests for information that are appropriate.

² Examples of responses include requests for information, comments, and recommendations.

³ The submitted State plan receipt date for measure 1Fa(i), and does not change even if OCS asks for additional information.

⁴ OCS will establish a baseline percentage of States that receive funds within 60 calendar days. In subsequent years, OCS will compare the number of States that receive funds on the results.

⁵ OCS will use the American Customer Satisfaction Index (ACSI) to measure the quality of its services.

⁶ The goal for this measure is 100%. If the goal is not met, OCS will identify areas for improvement in subsequent years.

Appendix 2

STATE ACCOUNTABILITY MEASURES

These measures are tied to the critical activities required by the CSBG Act and laid out in the State plan. They are an indication of how efficiently and effectively the State implemented the elements of the State plan, and what impact the State's efforts had on the performance of local eligible entities. The "performance period" for each of the measures is generally the Federal Fiscal Year.

Grant (CSBG) State Plan strategies¹ for State administration of CSBG; and strategies in developing the State plan to involve the

survey² of eligible entities, and feedback from its plan (in the next State plan submission), as follows:

1. in developing the State plan; and

2. of the eligible entities.³

ities within 30 calendar days after the end without interruption.⁴

strategies are activities that support specific goals of the State Plan. For example, a goal might be that all strategies supporting this goal might include purchases and/or data system training and technical assistance. In the State Plan, these strategies would be included in the State Plan, respectively.

opportunities for CSBG organizations to collaborate with State workforce partners to develop a combined State Plan (as described in Section 104 of the CSBG Act) as part of a communication strategy to support eligible entities in meeting their needs. Targeted training and technical assistance would be provided to eligible entities.

(SI), OMB-approved methodology.

7Sb are measures of eligible entity performance in the State plan.

7Sb are measures of eligible entity performance in the State plan, such as those



Helping People. Changing Lives.

community Action

PARTNERSHIP

AMERICA'S POVERTY FIGHTING NETWORK

STANDARDS

CENTER OF EXCELLENCE
DEVELOPED CSBG
ORGANIZATIONAL STANDARDS

HOW DO THESE PROCESSES FIT TOGETHER?



Role of the CSBG Annual Report



Fulfills CSBG Act requirements.



State Plans are required and indicate how the State *plans* to operate CSBG and use CSBG funding.



Annual Reports are required and indicate how the state *actually* operated and used CSBG funding.



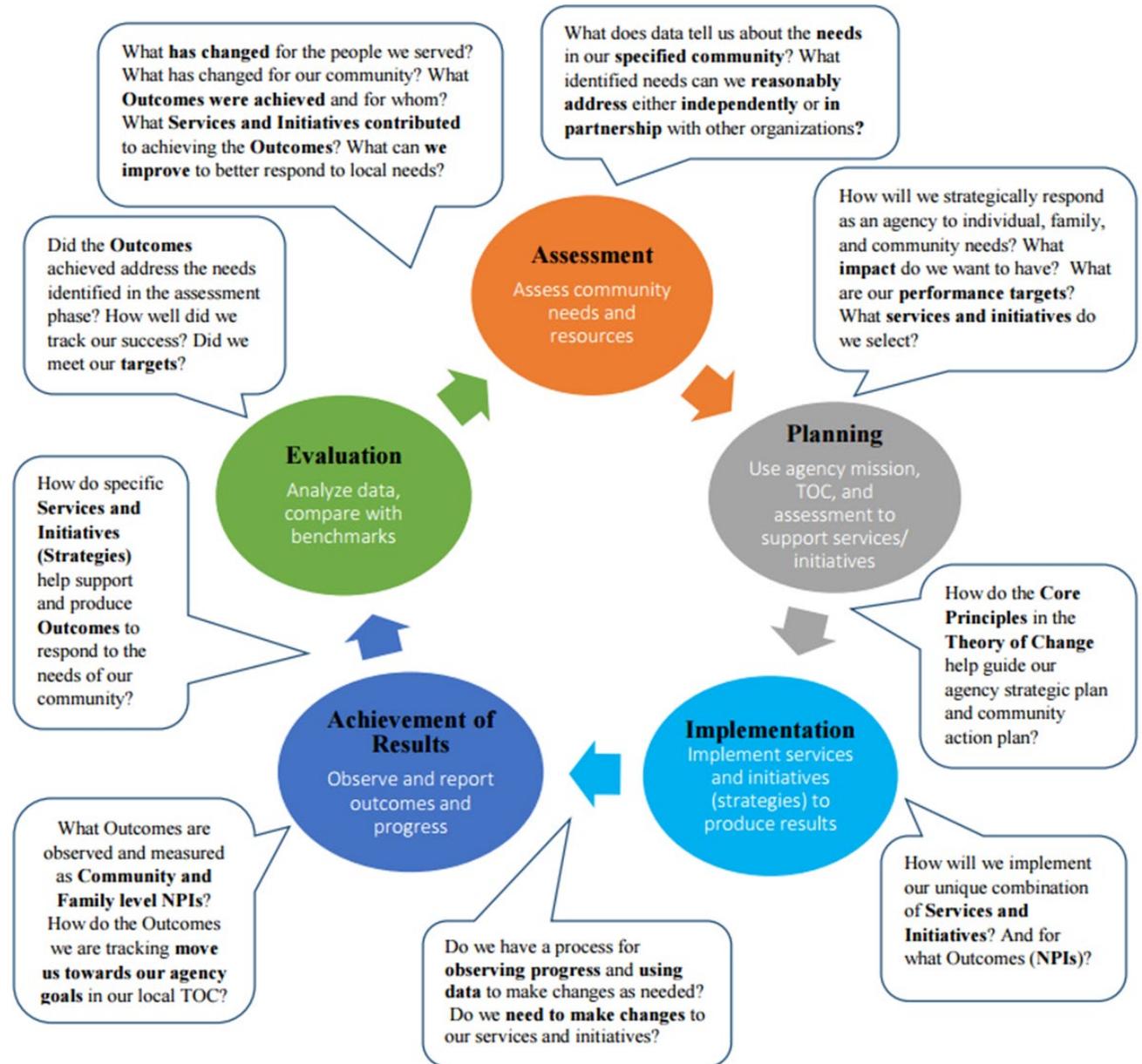
Provides information on State progress with organizational standards and state accountability measures



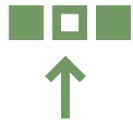
Provides information for OCS, State and local CAAs to use to manage and improve results.

Building on the ROMA Foundation

ROMA NEXT GENERATION OVERVIEW



Why do we engage in reporting?



Compliance/
Requirements



Accountability



Good
Management



Inform Action

Purpose of the State Plan

- Your state's application for CSBG funding

“(b) STATE APPLICATION AND PLAN.—Beginning with fiscal year 2000, to be eligible to receive a grant or allotment under section 675A or 675B, a State shall prepare and submit to the Secretary an application and State plan covering a period of not less than 1 fiscal year and not more than 2 fiscal years. The plan shall be submitted not later than 30 days prior to the beginning of the first fiscal year covered by the plan, and shall contain such information as the Secretary shall require, including—

- Your state's plan for use of the funds
- Your state's assurances on meeting accountability measures

What's in the State Plan

- **SECTION 1:** CSBG Administrative Information
- **SECTION 2:** State Legislation and Regulation
- **SECTION 3:** State Plan Development and Statewide Goals
- **SECTION 4:** CSBG Hearing Requirements
- **SECTION 5:** CSBG Eligible Entities
- **SECTION 6:** Organizational Standards for Eligible Entities
- **SECTION 7:** State Use of Funds
- **SECTION 8:** State Training and Technical Assistance

SECTION 9: State Linkages and Communication

SECTION 10: Monitoring, Corrective Action, and Fiscal Controls

SECTION 11: Eligible Entity Tripartite Board

SECTION 12: Individual and Community Income Eligibility Requirements

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

SECTION 14: CSBG Programmatic Assurance and Information Narrative

SECTION 15: Federal Certifications

Section 1 – CSBG Administrative Information

- 1.1 One Year or Two Years
 - Two Years
- 1.2 Lead Agency and Authorized Official
 - Missouri Department of Social Services
- 1.3 Designation Letter –
- 1.4 CSBG Point of Contact
- 1.5 State Association Point of Contact

Section 2 – State Legislation and Regulation

- 2.1 CSBG State Legislation
- 2.2 CSBG State Regulation
- 2.3 Legislation/Regulation Document
- 2.4a. Authorizing Legislation
- 2.4b. Regulation Amendments



Section 3 – State Plan Development and Statewide Goals

• **3.1 – CSBG Lead Agency Mission and Responsibilities**

- The Missouri Department of Social Services (DSS) is responsible for administering benefit programs including: SNAP, Child Care, Temporary Assistance, the Low Income Home Energy Program, Child Care Subsidy for Families, MoHealthNet, and Rehabilitation Services for the Blind. DSS also collects child support, offers employment and training programs for persons owing child support, and helps establish paternity. DSS administers child welfare services, such as helping ensure the safety, permanency, and well-being of Missouri children, and specialized assistance to troubled youth. Additionally, DSS administers a variety of employment and training programs for persons on benefits and low-income individuals such as Excel Centers, SkillUP, the Missouri Work Assistance Program, the Healthcare Industry Training and Education grant, Jobs League, and various Department of Correction initiatives

Section 3 – State Plan Development and Statewide Goals

- 3.2 – State Plan Goals

The state of Missouri Department of Social Services will pursue the following goals for the Community Services Block Grant (CSBG) program: 1) Funding: Issue eligible entities a contract to distribute a minimum of 90% of CSBG funds within thirty (30) days of receipt of funding award from the federal government. 2) Communication: Obtain feedback on existing processes, analyze information, design creative strategies, and implement efforts to strengthen partnerships and communication among state agencies and other entities to enhance the effectiveness of the entire community action network to achieve common goals. This will be done by utilizing information obtained from the ACSI survey and tools, such as regular conference calls, office hours, and further training on team collaboration. 3) Training/Technical Assistance: Collaborate with the eligible entities and the Missouri Community Action Network (MCAN) to develop a comprehensive training and technical assistance plan to increase the capacity of fulfilling the mission of community action. 4) Assessment: Perform an annual assessment of the CSBG Organizational Performance Standards for eligible entities and provide technical assistance, training, and/or accountability for any agency that does not meet or falls below 100% compliance. 5) Monitoring: Conduct onsite monitoring of entities at least every three years to ensure compliance and issue monitoring reports within sixty (60) days. 6) Professional Development: Attend CSBG related trainings and conferences for professional development opportunities to assist staff with the most recent developments impacting the network. 7) Data: Collect and analyze data for purposes of strengthening and improving programs and achieving measurable outcomes. 8) Recognition: Promote the accomplishments of individual eligible entities and the Missouri Community Action Network. 9) CARES: Successfully integrate CSBG CARES funding and goals into existing CSBG programs to assist eligible entities with operating safely and effectively during the COVID-19 crisis to support and stabilize Missourians.

Section 3 – State Plan Development and Statewide Goals

- **3.3 – State Plan Development**
 - **3.3a. Analysis of state-level tools** [Check all that applies and provide additional information 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) [Narrative, 500 characters]
 - **3.3b. Analysis of local-level tools** [Check all that applies and provide additional information 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] [Narrative, 500 characters]
 - **3.3 c. Consultation with** [Check all that applies and provide additional information 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 (NCAP)
 - Community Action Program Legal Services (CAPLAW)
 - CSBG Tribal Training and Technical Assistance (T/TA) provider
 - Regional Performance Innovation Consortium (RPIC)
 - Association for Nationally Certified ROMA Trainers (ANCRT)
 - Federal CSBG Office
 - Organizations not identified above (specify) [Narrative, 500 characters]

Section 3 – State Plan Development and Statewide Goals

- 3.4 –Eligible Entity involvement
 - 3.4a. State Plan Development
 - 3.4b. Performance Management Adjustment
 - Describe how the state has adjusted its State Plan development procedures under this State Plan, as compared to previous State 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.
- 3.5 – Eligible Entity Overall Satisfaction
 - Year One ACSI Goal: 40
 - Year Two ACSI Goal: 60

Module 1: Section B

- B.1 – Progress on State Plan Goals
- B.2 – CSBG Eligible Entity Overall Satisfaction Targets

B.2. CSBG Eligible Entity Overall Satisfaction Targets:
In the table below, provide the State's most recent target for CSBG Eligible Entity Overall Satisfaction during the performance period (FFY).

Prior Year Target	Most Recent American Customer Survey Index (ACSI) Score	Future Target	Delete
0	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="checkbox"/>

- B.3 – Eligible Entity Feedback and Involvement
- B.4 – State Management Accomplishment
- B.5 – CSBG Eligible Entity Management and Accomplishment
- B.6 – Innovative Solutions Highlights

Section 4 – CSBG Hearing Requirements

(2) DUTIES.—The lead agency shall— “(A) develop the State plan to be submitted to the Secretary under subsection (b); “(B) in conjunction with the development of the State plan as required under subsection (b), hold at least one hearing in the State with sufficient time and statewide distribution of notice of such hearing, to provide to the public an opportunity to comment on the proposed use and distribution of funds to be provided through the grant or allotment under section 675A or 675B for the period covered by the State plan; and

Section 4 – CSBG Hearing Requirements

- 4.1 – Public Inspection
- 4.2 – Public Notice/Hearing
- 4.3 – Public and Legislative Hearings



Date	Location	Type of Hearing <i>[Select an option]</i>	If a Combined Hearing was held confirm that the public was invited.
<i>[Select a Date]</i>	<i>[Provide the facility and city – Narrative 100 characters]</i>	<input type="radio"/> Public <input type="radio"/> Legislative <input type="radio"/> Combined	<input type="checkbox"/>

- 4.4 – Hearings Documentation

Section 5 – CSBG Eligible Entities

- 5.1 – CSBG Eligible Entities

CSBG Eligible Entity	Geographical Area Served (by county) [Provide all counties]	Public or Nonprofit	Type of Entity [Choose all that apply]
[READ-ONLY]	[READ-ONLY]	[READ-ONLY]	[READ-ONLY] <ul style="list-style-type: none">• Community Action Agency• Limited Purpose Agency• Migrant or Seasonal Farmworker Organization• Tribe or Tribal Organization

- 5.2 – Total – 19 agencies in MO
- 5.3 – Changes to Eligible Entities List
 - 5.3a – Designation and Re-Designation
 - 5.3b – De-Designations and Voluntary Relinquishments
 - 5.3c – Mergers

Section 6 – Organizational Standards for Eligible Entities

- 6.1 – Choice of Standards
 - COE
 - Modified
 - Alternative
- 6.2 – Implementation
- 6.3 – Organizational Standards Assessment
 - 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
- 6.4 – Eligible Entity Exemptions
- 6.5 – Performance Target
 - Goal for Year 1: 95% of Eligible Entities will meet all organizational standards
 - Goal for Year 2: 95% of Eligible Entities will meet all organizational standards



Module 1 – Section D

• D.2 – Organizational Standards Performance

D.2. Organizational Standards Performance:

In the table below, please provide the percentage of CSBG Eligible Entities that met all State-adopted organizational standards in the reporting period (FFY). The target set in the CSBG State Plan is provided in the left-hand column. For more information on the CSBG Organizational Standards, see [CSBG Information Memorandum # 138](#).

Target vs. Actual Performance on the Organizational Standards

Fiscal Year	State CSBG Plan Target	Number of Entities Assessed	Number that Met <u>All</u> (100%) State Standards	Actual Percentage Meeting <u>All</u> (100%) of State Standards	Delete
2016		2	1	50.00%	<input type="checkbox"/>

Add Section D - D2: 1

Progress Indicators
Indicate the number of entities that met the following percentages of Organizational Standards

Number of Entities Assessed	Number that Met between <u>90%</u> and <u>99%</u> of State Standards	Actual Percentage
2	1	50.00%
2	0	0.00%
2	0	0.00%

Note - While the State targets the percent of CSBG Eligible Entities to meet 100% of the Organizational Standards, targets are not set in the State Plan for 90%, 80%, and 70% progress indicators.

Note: [This information is associated with State Accountability measures 6Sa.](#)



Module 1 – Section D

- D.2b – Percentage Meeting Organizational Standards by Category

D.2b. Percentage Meeting Organizational Standards by Category.

In the table below, provide the number of eligible entities that met each category of the Organizational Standards. The percentage that met all standards in each category will be automatically calculated and totaled in the bottom row.

Percentage Meeting Organizational Standards by Category			
Category	Number of Entities Assessed	Number that Met all Standards in Category	Actual Percentage
1. Consumer Input and Involvement	2	<input type="text" value="2"/>	100.00%
2. Community Engagement	2	<input type="text" value="2"/>	100.00%
3. Community Assessment	2	<input type="text" value="2"/>	100.00%
4. Organizational Leadership	2	<input type="text" value="2"/>	100.00%
5. Board Governance	2	<input type="text" value="2"/>	100.00%
6. Strategic Planning	2	<input type="text" value="1"/>	50.00%
7. Human Resource Management	2	<input type="text" value="1"/>	50.00%
8. Financial Operations & Oversight	2	<input type="text" value="2"/>	100.00%
9. Data & Analysis	2	<input type="text" value="2"/>	100.00%



Module 1 – Section D

- D.3 – Technical Assistance Plans and Quality Improvement Plans

D.3. Technical Assistance Plans and Quality Improvement Plans:

In the table below, please provide the number of CSBG Eligible Entities with unmet organizational standards with Technical Assistance Plans (TAPs) or Quality Improvement Plans (QIPs) in place.

Technical Assistance Plans and Quality Improvement Plans

Total Number of CSBG Eligible Entities with unmet organizational standards with Technical Assistance Plans (TAPS) in place

Total number of CSBG Eligible Entities with unmet organizational standards with Quality Improvement Plans (QIPS) in place

Section 7 – State Use of Funds

- 7.1 – Formula
 - Historic
 - Base + Formula
 - Formula Alone
 - Formula with Variables
 - Hold Harmless + Formula
 - Other
- 7.1a – Formula Description
- 7.1b – Statute
- 7.2 – Planned Allocation

CSBG Eligible Entity	Funding Amount (\$)
[READ-ONLY] Pre-populates from the CSBG Eligible Entity Master List	Enter the dollar amount for each eligible entity for the first FFY covered by this CSBG State Plan.
Total	[Auto-calculated]

- 7.3 – Distribution Process
- 7.3a – Distribution Method
 - Reimbursement
 - Advance
 - Hybrid
 - Other [Narrative, 4000 characters]

Section 7 – State Use of Funds

- 7.4 – Distribution Timeframe
 - 7.4a Distribution Consistency
- 7.5 – Distribution of Funds 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. [\[Narrative, 4000 characters\]](#)
- Administrative Funds
- 7.6 – Allocated Funds - 5% Admin
- 7.7 – State Staff – 2.5
- 7.8 – FTEs – 2

Section 7 – State Use of Funds

- Use of Remainder/Discretionary Funds
- 7.9 – 5% Remainder/Discretionary Funds

Remainder/Discretionary Fund Uses (See 675C(b)(1) of the CSBG Act)	Planned \$	Brief Description of Services and/or Activities
7.9a. Training/Technical Assistance to eligible entities	Enter the planned amount as applicable for the first FFY that this CSBG State Plan covers.	These planned services/activities will be described in State Plan Item 8.1 [Read-Only]
7.9b. Coordination of state-operated programs and/or local programs	Enter the planned amount as applicable for the first FFY that this CSBG State Plan covers.	These planned services/activities will be described in State Plan Section 9, State Linkages and Communication [Read-Only]
7.9c. Statewide coordination and communication among eligible entities	Enter the planned amount as applicable for the first FFY that this CSBG State Plan covers.	These planned services/activities will be described in State Plan Section 9, State Linkages and Communication [Read-Only]
7.9d. Analysis of distribution of CSBG funds to determine if targeting greatest need (Briefly describe under Column 4)	Enter the planned amount as applicable for the first FFY that this CSBG State Plan covers.	[Narrative, 4000 characters]
7.9e. Asset-building programs (Briefly describe under Column 4)	Enter the planned amount as applicable for the first FFY that this CSBG State Plan covers.	[Narrative, 4000 characters]
7.9f. Innovation programs/activities by eligible entities or other neighborhood groups (Briefly describe under Column 4)	Enter the planned amount as applicable for the first FFY that this CSBG State Plan covers.	[Narrative, 4000 characters]
7.9g. State Charity tax credits (Briefly describe under Column 4)	Enter the planned amount as applicable for the first FFY that this CSBG State Plan covers.	[Narrative, 4000 characters]
7.9h. Other activities (Specify these other activities under Column 4)	Enter the planned amount as applicable for the first FFY that this CSBG State Plan covers.	[Narrative, 4000 characters]
Totals	Auto-calculated	

Section 7 – State Use of Funds

• 7.10 – Remainder/Discretionary Funds Partnerships

- 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)
[Numeric response, 0 – 100]
- 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 [Narrative, 2500 characters]

• 7.11 – Use of Discretionary Funds 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 State 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. [Narrative, 4000 characters]

Module 1: Section E

- E.2 – Planned vs Actual Allocation
- E.3 – Actual Distribution Timeframe
- E.4 – Administrative Funds
- E.5 – Staff Positions
- E.6 – FTEs
- E.7 – Remainder/Discretionary Funds
- E.8 – Remainder/Discretionary Funds Organizations
- E.9 – Total Obligations

Section 8 – State Training and Technical Assistance

• 8.1 – Training and Technical Assistance Plan

Planned Timeframe	Training, Technical Assistance, or Both	Topic	Brief Description of "Other"
Dropdown Options: <ul style="list-style-type: none"> • FY1 Q1 • FY1 Q2 • FY1 Q3 • FY1 Q4 • Ongoing/Multiple Quarters • All quarters 	Dropdown Options: <ul style="list-style-type: none"> • Training • Technical Assistance • Both 	Dropdown Options: <ul style="list-style-type: none"> • Fiscal • Governance/Tripartite Boards • Organizational Standards – General • Organizational Standards – for eligible entities with unmet TAPs or QIPs • Correcting Significant Deficiencies Among Eligible Entities • Reporting • ROMA • Community Assessment • Strategic Planning • Monitoring • Communication • Technology • Other 	If other is selected in Column 3, describe in this column
<i>[Select one dropdown per row]</i>	<i>[Select one dropdown per row]</i>	<i>[Select one dropdown per row]</i>	<i>[Narrative, 500 characters]</i>



• 8.1a – Training and Technical Assistance Budget

• 8.1b – Training and Technical Assistance Collaboration

Section 8 – State Training and Technical Assistance

- 8.2 –Organizational Standards Technical Assistance
 - 8.2a – Address Unmet Organizational Standards
- 8.3 – Training and Technical Assistance Organizations
 - All T/TA is conducted by the state
 - CSBG eligible entities (if checked, provide the expected number of CSBG eligible entities to receive funds) [Numeric response, 0 – 100]
 - 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 [Narrative, 1000 characters]
- 8.4 – CSBG-Funded T/TA 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. [Narrative, 2500 Characters]

Module 1: Section F

- F.1 – Training and Technical Assistance Activities
- F.2 – Training and Technical Assistance Organizations

Section 9 – State Linkages and Communication



- 9.1 – State Linkages and Coordination at the State Level
 - State Low Income Home Energy Assistance Program (LIHEAP) office
 - State Weatherization office
 - State Temporary Assistance for Needy Families (TANF) office
 - Head Start State Collaboration offices
 - 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
- 9.2 – State Linkages and Coordination at the Local Level
- 9.3 – Eligible Entity Linkages and Coordination
 - 9.3a State Assurance of Eligible Entity Linkages and Coordination
 - 9.3b State Assurance of Eligible Entity Linkages to Fill Service Gaps
- 9.4 – Workforce Investment Opportunity Act (WIOA) Employment and Training Activities
 - 9.4a Combined State Plan
 - 9.4b Employment and Training Activities

Section 9 – State Linkages and Communication



- 9.5 – Emergency Energy Crisis Intervention
- 9.6 – Faith-based Organizations, Charitable Groups, and Community Organizations
- 9.7 – Coordination of Eligible Entity 90 Percent Funds with Public/Private Resources
- 9.8 – Coordination among Eligible Entities and State Community Action Associations

Section 9 – State Linkages and Communication



• 9.9 – Communication with Eligible Entities and the State Community Action Associations

Subject Matter	Expected Frequency	Format	Brief Description of "Other"
Upcoming Public and/or Legislative Hearings	[Dropdown Options: <ul style="list-style-type: none"> • Daily • Weekly • Twice Monthly • Monthly • Quarterly • Semi-Annually • Annually • Biannual • Triennial • As needed • Upon Request • Not Applicable] 	[Select All that Apply: <ul style="list-style-type: none"> • Newsletters • Mailing • Meetings/Presentations • Blog • Email • Website • Social Media • Webinar • 1:1 • Phone Calls • Public Notice • Letters/Hard Copies • Other] 	<i>If "Other" is selected in Column 3, describe in this column.</i> [Narrative, 250 characters]
State Plan Development			
Organizational Standards Progress			
State Accountability Measures Progress			
Community Needs Assessments/Community Action Plans			
State Monitoring Plans and Policies			
Training and Technical Assistance (T/TA) Plans			
ROMA and Performance Management			
State Interagency Coordination			
CSBG Legislative/Programmatic Updates			
Tripartite Board Requirements			

Section 9 – State Linkages and Communication



- 9.10 – Feedback to Eligible Entities and State Community Action Associations
- 9.11 – Communication Plan 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. [Narrative, 4000 characters]

Module 1: Section G

- G.1 – State Linkages and Coordination at the State Level
- G.2 – State Linkages and Coordination at the Local Level
- G.3 – CSBG Eligible Entity Linkages and Coordination
- G.4 – Workforce Innovation and Opportunity Act (WIOA) Employment and Training Combined Plan Activities (if applicable)
- G.5 – Coordination among CSBG Eligible Entities and the State Community Action Association
- G.6 – Feedback to CSBG Eligible Entities and State Community Action Association

Section 10 – Monitoring, Corrective Action, and Fiscal Controls

- 10.1 – Monitoring Schedule

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"
<i>[READ ONLY]</i>	[Dropdown Options: Full On-Site Newly Designated Follow-up Other No Review	[Dropdown Options: Onsite Review Desk Review]	[Dropdown Options: FY1 Q1 FY1 Q2 FY1 Q3 FY1 Q4]	<i>Select a Date</i>	<i>Select a Date</i>	<i>If "Other" is selected in Column 2, describe in this column</i> [Narrative, 500 characters]

- 10.2 – Monitoring Policies

- 10.3 – Initial Monitoring Reports

- 60 days

Section 10 – Monitoring, Corrective Action, and Fiscal Controls

- 10.4 – Closing Findings
 - 10.4a Closing Findings Procedures
- 10.5 – Quality Improvement Plans (QIPs)
- 10.6 – Reporting of QIPs
- 10.7 – Assurance of Funding Reduction or Termination

Section 10 – Monitoring, Corrective Action, and Fiscal Controls

- 10.8 – Eligible Entity Designation
 - 10.8a New Designation Citation
 - 10.8b New Designation Procedures

- 10.9 – Eligible Entity Termination
 - 10.9a Termination Citation
 - 10.9b Termination Procedures

- 10.10 – Eligible Entity Re-Designation
 - 10.10a Re-Designation Citation
 - 10.10b Re-Designation Procedures

Section 10 – Monitoring, Corrective Action, and Fiscal Controls

- Fiscal Controls and Audits and Cooperation Assurance
- 10.11 – Fiscal controls and Accounting
- 10.12 – Single Audit Management Decisions
- 10.13 – Assurance on Federal Investigations
 - 10.13a Federal Investigation Policies
- 10.14 – Monitoring Procedures 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. [\[Narrative, 2500 Characters\]](#)

Module 1: Section H

- H.1 – Monitoring of CSBG Eligible Entities
- H.2 – Monitoring Policies
- H.3 – Initial Monitoring Reports
- H.4 – QIPs
- H.5 – Reporting QIPs
- H.6 – Single Audit Review
- H.7 – Single Audit Management Decisions

Section 11 – Eligible Entity Tripartite Board

- **11.1 – Tripartite Board Verification**

- Attend Board meetings
- Organizational Standards Assessment
- Monitoring
- Review copies of Board meeting minutes
- Track Board vacancies/composition
- Other [\[Narrative, 2500 characters\]](#)

- **11.2 – Tripartite Board Updates**

- Annually
- Semiannually
- Quarterly
- Monthly
- As It Occurs
- Other [\[Narrative, 2500 characters\]](#)

- **11.3 – Tripartite Board Representation Assurance**

- **11.4 – Tripartite Board Alternative Representation**

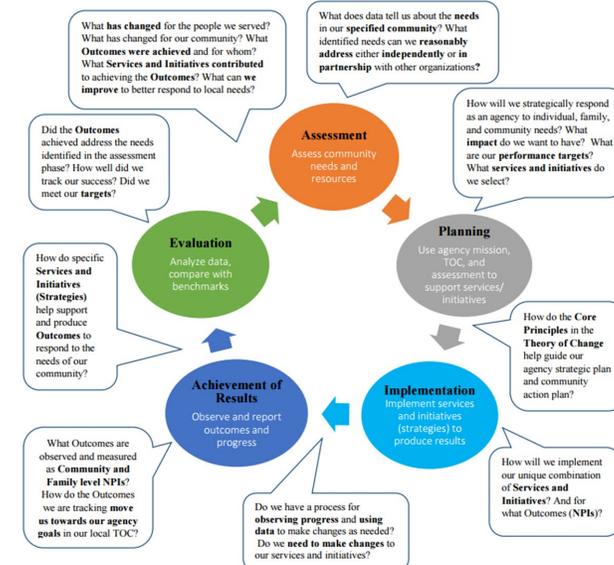


Section 12 – Individual and Community Income Eligibility Requirements

- 12.1 – Required Income Eligibility – 125% of the HHS Poverty Line
- 12.1a. –State Policy and/or Procedures for Income Eligibility
- 12.2 – Income Eligibility for General/Short-Term Services
- 12.3 – Community-Targeted Services

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

- 13.1 – Performance Management System
 - ○ The Results Oriented Management and Accountability (ROMA) System
 - ○ Another performance management system that meets the requirements of Section 678E(b) of the CSBG Act
 - ○ An alternative system for measuring performance and results
- 13.1a – ROMA Description
- 13.1b – Alternative System Description
- 13.2 – Outcome Measures
 - ○ CSBG National Performance Indicators (NPIs)
 - ○ NPIs and others
 - ○ Others
- 13.3 – Eligible Entity Support
- 13.4 – Eligible Entity Use of Data
- 13.5 – Community Action Plan
- 13.6 – Community Needs Assessment



Module 1: Section I

- I.1 – ROMA Participation Narrative
- I.2 – State ROMA Support
- I.3 – State Review of CSBG Eligible Entity Data
- I.4 – State Feedback on Data Collection, Analysis, and Reporting
- I.5 – State and CSBG Eligible Entity Continuous Improvement

Section 14 – CSBG Programmatic Assurance and Information Narrative

- 14.1 – Use of Funds Supporting Local Activities
 - 14.1a – CSBG Services
 - 14.1a – Needs of Youth
 - 14.1c – Coordination of Other Programs
- 14.2 – State Use of Discretionary Funds
- 14.3 – Eligible Entity Service Delivery, Coordination, and Innovation
 - 14.3a – Eligible Entity Service Delivery System
 - 14.3b – Eligible Entity Linkages – Approach to Filling Service Gaps
 - 14.3c – Coordination of Eligible Entity Allocation 90 Percent Funds with Public/Private Resources
 - 14.3d – Eligible Entity Innovative Community and Neighborhood Initiatives, Including Fatherhood/Parental Responsibility

Section 14 – CSBG Programmatic Assurance and Information Narrative

- 14.4 – Eligible Entity Emergency Food and Nutrition Services
- 14.5 – State and Eligible Entity Coordination/linkages and Workforce Innovation and Opportunity Act Employment and Training Activities
- 14.3 – Eligible Entity Service Delivery, Coordination, and Innovation
- 14.6 – State Coordination/Linkages and Low-income Home Energy Assistance
- 14.7 - Federal Investigations
- 14.8 – Funding Reduction or Termination
- 14.9 – Coordination with Faith-based Organizations, Charitable Groups, Community Organizations
- 14.10 – Eligible Entity Tripartite Board Representation
- 14.11 – Eligible Entity Community Action Plans and Community Needs Assessments
- 14.12 – State and Eligible Entity Performance Measurement: ROMA or Alternate system
- 14.13 – Validation for CSBG Eligible Entity Programmatic Narrative Sections

Section 15 – Federal Certifications

- 15.1 Lobbying
 - Certification for Contracts, Grants, Loans, and Cooperative Agreements
- 15.2 Drug-Free Workplace Requirements
- 15.3 Debarment
 - Certification Regarding Debarment, Suspension, and Other Responsibility Matters
- 15.4 Environmental Tobacco Smoke

The State Plan is Your State's Plan!



Review it



Comment on it



Be Assertive



Help Each Other Out



Work Towards Stronger
Performance and a
Stronger Network

The background features a vibrant yellow gradient with several stylized hands of various colors and patterns raised in the air. The hands are rendered in shades of white, grey, blue, green, red, and brown, some with stripes or polka dots. The word "Questions?" is centered in white text with a thin white underline.

Questions?