



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

Office of Community Services | 330 C Street, S.W., Washington, DC 20201  
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**Office of Community Services**

**CSBG Disaster Supplemental Naming Convention**

States must submit the application materials for the Community Services Block Grant (CSBG) Disaster Supplemental for Hurricanes Fiona and Ian in PDF format, not password protected and using the following naming convention:

PHASE	ITEM	NAMING CONVENTION
<b>1</b> <i>Initial Planning, Needs Assessment and Cost Documentation</i>	Application	APP_CSBG Disaster Supplement Ph 1_ST_FY20XX <i>Example: APP_CSBG Disaster Supplement Ph 1_DC_FY2023</i>
	Standard Form for Federal Assistance (SF-424M)	FORM_CSBG Disaster Supplement SF424M_ST_FY20XX
	Report	RPT_CSBG Disaster Supplement Ph 1_ST_FY20XX
<b>2</b> <i>Interim Recovery</i>	Application	APP_CSBG Disaster Supplement Ph 2_ST_FY20XX
	Budget Justification/Allocation Plan	BGT_CSBG Disaster Supplement Ph 2_ST_FY20XX
	Report	RPT_CSBG Disaster Supplement Ph 2_ST_FY20XX
<b>3</b> <i>Longer Term Recovery</i>	Application	APP_CSBG Disaster Supplement Ph 3_ST_FY20XX
	Budget Justification/Allocation Plan	BGT_CSBG Disaster Supplement Ph 3_ST_FY20XX
	Report	RPT_CSBG Disaster Supplement Ph 3_ST_FY20XX