

NNW-HHS ACF (US)

Moderator: Melania Alcantara
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12:31 pm CT

Coordinator: Yes at this time conference is now being recorded. If you have any objections you may disconnect. You may proceed at any time.

William Bolduc: Hello and welcome to the Technical Assistance Pre-Application recording for the FY '17 Community Service Block Grant Technical and Training Assistance Learning and Resource Center Program Funding Opportunity Announcement. My name is Commander William Bolduc. I'm the Division of Community Assistance Program Operations Branch Chief with OCS and I'm joined today by my Colleague Jamia Furbush, a Program Specialist with OCS. We'll walk you through the overview of this FOA.

Agenda, welcome introductions and overview of the CSBG and the CSBG Network, William Bolduc, CSBG Operations Branch Chief Division of Community Assistance Office of Community Services. Overview of the Learning Community's Resource Center Funding Opportunity Announcement, Jamia Furbush, Program Specialist Division of Community Assistance Office of Community Services, closing remarks William Bolduc, CSBG Operations Branch Chief Division of Community Assistance Office of Community Services.

Next slide, goals of today's call. The goal of the Webinar is to provide background information on the CSBG Training and Technical Assistance LCRC FOA and provide potential applicants an overview of CSBG. Joining and participating in this Webinar is voluntary. Only the information provided in this FOA will be presented. This is a pre-recorded Webinar therefore no question and answer portion will be conducted during this session. Participants will remain anonymous on the Webinar. Opting not to participate in the Webinar will not affect eligibility, application scoring or selection process.

Applicants can access the recording on the OCS Web site at <https://www.acf.hhs.gov/ocs/resource/cfgeb-powerpoint-show-learning-communities-resource-center-pre-application-call-fy-2017>. Next slide.

Community Services Block Grant, CSBG Overview. Next slide, CSBG overview. The role of the Office of Community Services OCS as is related to the Community Service Block Grant, CSBG is to provide assistance to state and local communities working through a network of CSBG eligible entities for the reduction of poverty, the revitalization of low income communities and the empowerment of low income families and individuals to become self-sufficient. CSBG provides states, the district of Columbia, the Commonwealth of Puerto Rico, US territories and federal and state recognized Indian tribes and tribal organizations, community action agencies, migrant and seasonal farm workers or other organizations designated by the states, the funds to alleviate the causes and conditions of poverty and communities.

The funds support a range of services and activities to assist the needs of low income individuals, including the homeless, migrant and the elderly. Next slide. The CSBG network eligible entities. Over 100 agencies provide anti-

poverty services and advocacy in 99% of American counties. Approximately 80% of these agencies are 501(c)3 non-profits and 20% are public entities, part of the city or county government. These organizations are strongly community based with local broad control addressing poverty in a placed-based system.

Agencies typically run multiple programs in their mission to address the causes and the effects of poverty. CSBG funded community action agencies are eligible entities. Regional Performance and Innovation Consortium, RPIC and state associations, a key part of the Training and Technical Assistance Network, state associations provide member services, coordination, training and often host conferences. Once association in each region is designated as a lead agency the, RPIC, to coordinate communication and training in their ACF region including sub granting funds to the other state's association. Next slide.

The CSBG network. State CSBG lead agency housed within state government these are the offices with the responsibility to fund, support and monitor local agencies. States offices typically work closely with both the local community action agencies and the state association and are responsible for the state CSBG plan incorporating the agency plans for activities in their communities as well as the annual reporting of outcomes.

National training and technical assistance partners. CSBG funds are awarded to several national organizations with knowledge and expertise in providing services to and/or working on behalf of low income citizens in communities. These organizations are funded to provide training and technical assistance to the CSBG network. Next slide.

The CSBG network, the Office of Community Services ACF, HHS, OCS. The Federal Office of Community Services OCS partners with states, communities and agencies to eliminate causes of poverty, increase self-sufficiency of individuals and families and revitalize communities. In addition to the Community Services Block Grant other OCS programs include the Social Services Block Grant, the Community Economic Development Program, the Role of Community Development Program and the Low Income Home Energy Assistance Program. Next slide and now I'll turn it over to my colleague Jamia Furbush.

Jamia Furbush: Thank you Bill. Funding Opportunity Announcement Overview. Next Slide, statutory authority. This program is authorized by Section 674B2A and 678A of the CSBG Act. Next slide.

Eligible applicants. As described by Section 678A C2 of the CSBG Act 42 USC9913B2 eligible applicants are CSBG eligible entities or statewide or local organization or associations with demonstrated expertise and providing training on methods of effectively addressing the needs of low income families and communities. Faith-based and community organizations that meet the eligibility requirements are eligible to receive an award.

Individuals including sole proprietorships are not eligible for funding. Next slide. Anticipated number of awards. OCS expects to fund one cooperative agreement through this Funding Opportunity Announcement, F-O-A FOA. Next slide anticipated project period. The projected period is three years, 36 months project period with three 12-month budget period. The anticipated start date for this project is September 30, 2017.

The overall program plan should be for the project period. However specific details should be included for each budget period. Budget documents should be for annual budget three 12-month budget periods.

Next slide. Background information. CSBG and LCRC. This FOA is intended to fund one Learning Community's Resource Center, LCRC cooperative agreement. The LCRC will be responsible for building the long term capacity of the CSBG network by creating and promoting learning communities and by improving access to validated quality information and resources on innovative evidence based evidence informed skill tested exemplary and/or promising practices that improve conditions for low-income individuals, families and communities.

OCS intends for this project to help the CSBG network promote better use of outcome information to identify effective practices. The LCRC will support the creation of Learning Community Groups, LCGs within the CSBG network that support the identification, adaption and implementation of innovative and evidence based services and strategies to achieve results based on community level and individual and family level CSBG National Performance Indicators, NPIs. Next slide.

CSBG T/TA strategy and performance management framework. THE CSBG T/TA strategy outlines the three year T/TA strategy to guide both the development and delivery of T/TA for the CSBG network. This focus is rooted in the new CSBG performance management framework which includes Number 1, organizational standards for local CSBG eligible entities. Number 2, accountability measures for state and OCS. Number 3, results oriented management and accountability (roma) next generation number 4 the CSBG annual report which includes an updated and refines set of CSBG outcome measures. Next side.

CSBG T/TA strategy and performance management framework. This funding opportunity will oversee the creation of eight new LCGs and focus on addressing critical training needs to ensure result oriented services and strategies in the following areas. Community-based intervention, understanding community level work management and/or designing and effective approach, effective strategies and relevant measures of success, identify and sharing best practices, innovative project or programs using CSBG resources leveraging other public or private resources, using economic development dollars more effectively and the bundling services.

Serving underserved areas the strategies for working in rural areas or communities with limited community services. Multi-generational approaches for addressing poverty, coordinate approaches to working with parents, other caregivers and children. Next slide.

Major focus areas and goals. Learning communities supported through this grant will support a process in which CSBG eligible entities will identify goals based on community needs assessment and will receive assistance in identifying and implementing appropriate services, strategies and performance indicators. As such LCGs must have a strong focus on assisting CSBG eligible entities to identify, adapt and implement community level strategies and individual and family services approaches that improve outcomes consistent with indicators outlined in the CSBG annual report Modules 3 and 4. Next slide.

Outcomes across multiple domains. These specific learning communities will need to support CSBG eligible entities by providing individuals and families with services that result in the achievements of one or more outcomes. The successful applicant will work in collaboration with multiple agencies to

provide intensive on the ground TA focused on rural communities and successful multigenerational strategies that can be replicated throughout the CSBG network. Next slide.

Funding Opportunity Announcement overview. Next slide, program requirements. The grantee chosen under this FOA will work in partnership with OCS to modify the core functions of the LCRC. The TA strategy must be focused on the following. Provide a clear description on the process for convening a kickoff meeting, Webinar or conference call with OCS, maintain a Web based resource center to assist in coordination of national TA through a shared calendar, a consultant bank, discussion forum, toolkit, recorded Webinar and other materials developed throughout the CSBG network.

Ensure that the Web site information and resources are acceptable, applicable and accountable to the diversity within the CSBG network and ensure the Web site is acceptable to people with disabilities consistent with Section 508 requirement. For more information see <http://www.section508.gov/>. Next slide.

Program requirements continue. Disseminate quality T/TA information and resources focus on replicable plans and practice models for use by a CSBG eligible entities and state CSBG lead agencies to improve community and individual family level outcomes that alleviate the causes and conditions of poverty, enhance and promote learning community models used in the CSBG network analysis and use of national performance indicators and support a national steering committee that will set continuous goals and priorities for the LCRC. The committee must convene at least quarterly. The committee will also provide feedback on plans and activities conducted by the LCRC. Next slide.

Key results. The LCRC will serve as a learning hub focusing its efforts on improving NPIs for the CSBG network and providing bimonthly peer learning opportunities for the CSBG network. An important aspect of this project will be to ensure the success and sustainability of the LCGs to identify effective, promising and innovative practice models. Knowledge and products generated by the LCGs will strengthen and expand the ability of the CSBG network and stakeholders and will lead to state CSBG lead agencies and CSBG eligible entities ability to use performance data to improve services and meet goals outlined in the CSBG annual report.

Specific LCG deliverables might include whitepapers, manual and guides, research reviews, environmental scans, written analysis of published work that may inform improvements to CSBG, establishment of new partnerships, catalogue of noteworthy and prevention models, written policy documents and pilot proposals that are important for the purpose and goals of the LCRC. Next slide.

Key results continue. Stronger planning and coordination that is more responsive to challenges that hinder efforts to effectively address local service needs and conditions of low income individuals, families and communities. Support of agencies efforts to set and measure progress on targets for individuals, family and community outcomes resulting from locally determined services and strategy to address locally identified community needs and ongoing collaboration and information sharing session between state CSBG lead agencies, RPIC and local agencies. Next slide.

Anticipated substantial federal involvement. Federal involvement includes but is not limited to the following. Participating in a kickoff meeting with the CSBG LCRC grantee, campaigning in person planning and coordination meetings involving CSBG T/TA national partners to share information about

proposed T/TA strategy, reviewing and ensuring that CSBG LCRC workplans accurately outline the intended activities and performance and identifying CSBG eligible entities that require T/TA assistance and compiling innovative exemplary practices related to relative topics. Next slide.

Application requirements. Next slide. Project description. The project description provides the majority of information by which an application is evaluated and ranked in competition with other applications for available assistance. It should address the activity for which federal funds are being requested and should be consistent with the goals and objectives of the program as described in Section I Program Description.

Supporting documents should be included where they can present information clearly and succinctly. When appropriate applicants should cite the evaluation criteria that are relevant to specific components of their project description. Awarding offices use this and other information in making their funding recommendation. It is important therefore that this information be included in their application in a manner that is clear and complete. Next slide.

Approach. Outline a plan of action that describes the scope in detail of how the proposed project will be accomplished. Applicants must account for all functions or activities identified in the application. Describe any design or a technological innovation reductions in calls or times or extraordinary social and/or community involvement in the project.

Provide a list of organization, cooperating entities, consultants or other key individuals that will work on the project along with a short description of the nature of their effort or contribution. Next slide. Program performance evaluation plan. The evaluation plan must describe the plan for monitoring ongoing processes and the progress towards the goals and objectives of the

project, describe the system and processes that will support the organization performance management requirement through effective tracking of performance outcomes including a description of how the organization will collect and manage data in a way that allows for accurate and timely reporting of performance outcome. Describe how the evaluation will include participation and feedback from the learning community group, state CSBG lead agencies, RPICs, CAAs and other CSBG stakeholders. Next slide.

Program and performance evaluation plans continue. The evaluation plans must include a plan for assessing the validity and reliability of toolkits and other products used to achieve the goals of the LCRC. Describe how the proposed plan for performance evaluation will contribute to ensuring the CSBG network receives results oriented services and strategies that better address long term T/TA. Describe how the plan for performance evaluation and measure the effectiveness of proposed activities. Next slide.

Application review information. Criteria sections maximum points. Objective and need for assistance 15 points. Infrastructure development ten points. Implementation plan 30 points. Outcomes expected 20 points. Organizational capacity 15 points. Budget and budget justification ten points.

Next slide. Project description page limitation and content. The combined page number limitation for the project description and the appendices must not exceed 150 pages. A project description must include the following items in this order. All items must be labeled, numbered and organized clearly in the table of contents.

Table of contents, project summary or abstract, objectives and need for assistance, outcomes expected, approach, project timeline and milestone, program performance evaluation plan, organizational capacity, dissemination

plan, plans for oversight of federal award funds. Project budget and budget justification. Next slide.

Project description page limitation continued. The appendices has a suggested limitation of 75 pages and all items must be labeled, numbered and organized clearly in the table of content. Table of content proof of legal status of entity or proof of non-profit status. Logic model, protection of sensitive and/or confidential information. Third party agreement, letters of support, resumes, other supporting documentation. Next slide.

Review process. Late applications or those exceeding the funding limit will be returned to the applicants with a notation that they were unacceptable and will not be reviewed. Non-federal reviewers will conduct objective review based on the criteria identified in the program announcement.

Next slide, submission. Applications are strongly encouraged to submit in advance of the deadline. Electronic submission required through <http://www.grants.gov>. The electronic applications received after 11:59 pm Eastern Time will be disqualified. Applicants that do not have Internet connection or sufficient computing may contact ACF for an exception to submit in paper format. Next slide.

William Bolduc: Thank you Jamia. This concludes our preapplication technical assistance recording of the FY '17 CSBG LCRC Funding Opportunity Announcement. As a reminder please refer questions or comments to the help desk at 855-792-6551 or email at ocfgrants@acf.hhs.gov. Thank you and have a great day.

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