Pre-Application Technical Assistance Call

Community Services Block Grant (CSBG) Training and Technical Assistance (T/TA) Program: Regional Performance and Innovation Consortium (RPIC) - Human Capacity and Community Transformation Initiatives

Regions I - X
Agenda

Welcome/Introductions and Overview of the CSBG and the CSBG Network
Maxine Maloney, CSBG Branch Chief
Division of Community Assistance
Office of Community Services

Overview of the RPIC Funding Opportunity Announcement
Latisha Harley, Program Specialist
Division of Community Assistance
Office of Community Services

Closing Remarks
Latisha Harley
CSBG Overview

The role of the Office of Community Services (OCS), as it relates to the Community Services Block Grant (CSBG), is to provide assistance to states 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, U.S. Territories, and federal and state-recognized Indian tribes and tribal organizations, Community Action Agencies (CAA), migrant and seasonal farmworkers’ or other organizations designated by the states, funds to alleviate the causes and conditions of poverty in communities.

The funds support a range of services and activities to assist the needs of low-income individuals, including the homeless, migrants, and the elderly.
Statutory Authority

This program is authorized by Sections 674(b)(2)(A) and 678A of the CSBG Act (42 U.S.C. §§ 9903(b)(2)(A) and 9913).
Anticipated Number of Awards

OCS expects to fund eleven cooperative agreements under different Funding Opportunity Announcements. One cooperative agreement will be awarded in each ACF region.
### RPIC Regional Announcement Numbers

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<td>Region X</td>
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Eligible Applicants

As prescribed by Section 678A(c)(2) of the CSBG Act (42 U.S.C. § 9913(c)(2)), eligible applicants are CSBG-eligible entities, or statewide or local organizations, or associations with demonstrated expertise in 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. Faith-based organizations are encouraged to review the ACF Policy on Grants to Faith-Based Organizations at: http://www.acf.hhs.gov/acf-policy-on-grants-to-faith-based-organizations.

Individuals (including sole proprietorships) are not eligible for funding.
Eligible Applicants

- Eligible applicants must be physically located in an ACF Region. The geographical area aligns with the established ACF regions and the ACF Regional Map at (https://www.acf.hhs.gov/oro/regional-offices).

- For the purpose of this funding opportunity, eligible applicants within the region or service area may coordinate efforts and apply as a consortium, identifying a single applicant organization to serve as the grantee.
Anticipated Project Period

- The anticipated project period is three (3) years (36-month Project Period with three 12-month Budget Periods).

- The overall program plans should be for the project period. However, specific details should be included for each budget period.

- Budget documents should be for annual budgets (three 12-month budget periods).
Community Services Block Grant (CSBG) Training and Technical Assistance (T/TA) Program: Regional Performance and Innovation Consortium (RPIC) - Human Capacity and Community Transformation Initiatives

Funding Opportunity Announcement Overview
Background Information: CSBG & RPIC

• Since 2011, OCS has supported RPIC cooperative agreements to serve as geographic focal points for coordination of T/TA activities related to CSBG and the national network of CSBG-eligible entities. In this role, RPICs helped to build an integrated system of T/TA capacity-building activities by coordinating the efforts of State Associations and CSBG State Lead Agencies.

• In collaboration with CSBG national partners, RPICs have leveraged T/TA resources to provide significant support to State Associations, local CSBG-eligible entities, and State CSBG Lead Agencies.

• CSBG Information Memorandum IM 123 provides additional information about the establishment of RPICs. The activities supported through this funding opportunity announcement (FOA) will build upon these partnerships to help rethink the growth capacity of individuals, families, and communities.
RPICs: Purpose

- The central mission of the RPIC strategy has been to ensure that State CSBG Lead Agencies, State Associations, and local CSBG-eligible entities utilize and adhere to all aspects of the CSBG Performance Management Framework. The purpose of the RPIC program is to work with the CSBG Center of Excellence (COE) for Human Capacity and Community Transformation (HCCT) and other key partners to strengthen an integrated T/TA system for the CSBG network.

- The RPICs will serve as regional focal points for T/TA to identify, highlight, and support multi-year community transformation efforts rooted in the HCCT national strategy. The RPIC’s regional approach institutes collaborative efforts, innovative approaches, and will promote HCCT initiatives within the CSBG network.
Coordination with Other OCS-funded T/TA Projects

The RPIC Cooperative Agreement grantee will work in close collaboration with the CSBG COE throughout this project period. Through this partnership, RPICs will support community transformation efforts rooted in the HCCT National T/TA strategy and strengthen linkages within state specific communities to foster long-term growth of individuals, families, and communities.
RPICs: Major Goals

This cooperative agreement will assist State CSBG Lead Agencies, State Associations and CSBG-eligible entities with four goals:

- Maximizing and aligning HCCT T/TA resources and coordinating regional T/TA Plans;
- Identify and highlight capacity building practices for State CSBG Lead Agencies, State Associations, and CSBG-eligible entities to share and promote cross-learning throughout identified region;
- Organize, implement, and participate in national or regional T/TA activities designed to address the collaboration, capacity building, and exemplary practice needs of the CSBG Network to support the full implementation of the CSBG HCCT; and
- Helping State CSBG Lead Agencies and local CSBG-eligible entities implement, meet and exceed Organizational Standards in areas such as consumer input and involvement, community engagement, community assessment, organizational leadership, board governance, strategic planning, human resource management, financial operations and oversight, and data and analysis.
CSBG Human Capacity and Community Transformation (HCCT) - National Strategy

The COE and RPIC will focus on unique community-level approaches and innovations in building capacity and transforming communities. Core values for initiatives supported through this effort will include the following:

- **Dignity** – We believe every individual is inherently valuable and has the potential to rise above vulnerable circumstances when appropriately supported and encouraged;
- **Society** – We believe the role of society is to collectively support the conditions needed to grow people beyond vulnerability to reduce their dependence on public support;
- **Work** – We believe all who can work must work. Work with life sustaining wages is essential to growing capacity of individuals and families, providing a pathway for economic mobility;
- **Responsibility** – We believe each person is ultimately responsible for their future and needs to be a positive contributor to their community and a participant in their own wellbeing; and
- **Impact** – We believe we must measure what we seek to achieve. The ultimate objective is to directly measure the growing capacity and resilience of individuals, families, and communities and the reduction of dependency on external support.
CSBG HCCT - National Strategy

continue

The CSBG HCCT initiative will build communities by ensuring local stakeholders work together to transform the conditions and outcomes that matter to them. HCCT initiatives will be guided by the following operating principles:

- **Sustainable Independence** – Create enabling conditions needed to support independent and resilient individuals, families, and communities;
- **Support Employment** – Strengthen employment opportunities for individuals and families that promote economic mobility across generations;
- **Individual Empowerment** – Foster the potential of individuals to create their own future by cultivating the environment that builds financial, social, and personal capacity;
- **Government as Catalyst** – Leverage the role of government to drive the transformational model by calling all sectors of society to this vital work;
- **Community Matters** – Support communities in the development and execution of their unique vision for growing the capacity of individuals and families in vulnerable circumstances;
- **Evidence Based Policy** – Collect relevant, reliable data to evaluate the progress of interventions and outcomes. Apply the knowledge gained for the developing and strengthening of policy that supports the overarching objective; and
- **Individual and Family Centric Design** – Design and operate a system that understands and adapts to the unique circumstances of the individual or family served.
Specific functions and tasks for the proposed RPICs will include the following:

- Strengthen collaboration and coordination across systems of delivery within the CSBG Network;
- Identify and highlight strategies and innovations in service delivery which increase human capacity and transform community reducing reliance on external supports (consistent with the core values and operating principles outlined above);
- Engage communities and the CSBG Network in developing a new model of engagement with diverse partners in service delivery;
- Support state and CSBG-eligible entities in identifying strategies and best practices in building coordination and collaboration across systems;
- Leverage resources to improve outcomes and drive community-level transformation; and
- Identify and develop framework to support replication and sustainability.
RPICs: Key Results

Highlight HCCT Initiatives

RPICs will collaborate with State Lead Agencies, CSBG-eligible entities, and State Associations to determine eligible community level initiatives that grow individuals and families beyond vulnerable circumstances and transforms CSBG communities.

Criteria for HCCT initiatives
• The focus areas should be based on community needs;
• The initiatives will illustrate linkages that help increase human capacity and self-sufficiency;
• Local CSBG-eligible entities must meet 90% of the organizational standards to showcase their community transformation initiative;
• A minimum of one community transformation initiative must be highlighted in each state with a total of no more than 15 initiatives within each region; and
• Multiple focus areas may be selected, however, all should specifically address community needs. The identification of focus areas will provide RPICs and key partners such as the Center of Excellence and Learning Communities Resource Center an opportunity to plan and strategize technical assistance needs.
RPICs: Key Results

Highlight HCCT Initiatives (continue)

The regional initiatives led by RPICs will be consistent with the CSBG Performance Management Framework and may include services such as collective impact and two-generation initiatives. Over the 3-year period of this cooperative agreement, the expectation will be for all ACF regions to participate in regional T/TA initiatives. OCS will work with the RPICs and COE to coordinate efforts for events in alignment with the planning abbreviated schedule below:

- Year 1 – Planning (October 2019-September 2020)
- Year 2 – Implementation (October 2020-September 2021)
- Year 3 – Monitoring (October 2021-September 2022)
RPICs: Key Results

CSBG Annual Reporting

OCS intends for the CSBG HCCT national T/TA strategy to emphasize and support CSBG-eligible entities through the implementation of Module 3 of the CSBG Annual Report [OMB Control No: 0970-0492]. Completed by CSBG-eligible entities Module 3 of the Annual Report focuses on community level indicators.

The RPICs will leverage resources aligned with the HCCT National T/TA Strategy for local CSBG-eligible entities to identify, adapt, and implement community-level strategies that improve outcomes consistent with the CSBG Annual Report. Annual report data provided by the local CSBG-eligible entities will serve as a resource to exchange information about existing multi-year HCCT efforts.

Additional information about the CSBG Annual report is provided in CSBG Information Memoranda (IM) 152.
RPICs: Key Results

CSBG Organizational Standards and ROMA-NG Activities

RPIC grantees will continue to support ongoing statewide efforts to assure accountability and performance management necessary for improved community outcomes by assisting State CSBG Lead Agencies, State Associations, and local CSBG-eligible entities in meeting high performance organizational standards.

RPICs will continue providing the following performance management activities:

• Assessing organizational standards needs in their regions;
• Helping State CSBG Lead Agencies and CSBG-eligible entities implement, meet and exceed organizational standards in areas such as consumer input and involvement, community engagement, community assessment, organizational leadership, board governance, strategic planning, human resource management, financial operations and oversight, and data and analysis;
• Coordinating T/TA to implement, meet and exceed organizational standards; and identifying creative and innovative strategies for disseminating HCCT-developed organizational standards tools; and
• Encouraging a learning culture that embeds ROMA Next Generation in State CSBG Lead Agencies, State Associations, and CSBG-eligible entities in the region.
Allocation of Funds for the RPIC

Each RPIC must meet the following requirements regarding allocation of funds.

**Minimum Distribution to State Associations** - The lead grantee for the RPIC will collaborate with State Associations to support technical assistance. The lead grantee for the RPIC consortia will be required to provide at least 40 percent of the federal grant funds awarded through this cooperative agreement, through sub-awards, to other State Associations in the grantee's defined geographic region. Participating State Associations will be required to provide a letter of support from the State CSBG Lead Agency committing to completion of a joint T/TA annual plan and demonstrating membership, or letters of support, from the majority of CSBG-eligible entities in the state.

**Minimum Allocation for Performance Management Efforts** - Each RPIC will be required to demonstrate that at least 25 percent of the federal grant funds awarded under this cooperative agreement, among the consortia of State Associations, will support the regional input and implementation of the CSBG Performance Management Framework, including organizational standards, State Accountability Measures, and ROMA Next Generation. Required activities for the performance management framework can be found in IM 152.
Anticipated Substantial Federal Involvement Under the Cooperative Agreement

In order to ensure that OCS meets its compliance and T/TA responsibilities for CSBG and continues its partnership with the CSBG Network, grants awarded under this FOA will be funded in the form of a Cooperative Agreement. Federal involvement may include the following:

- Convene planning and coordination meetings with national CSBG T/TA grantees to convey OCS expectations for project deliverables aligned with the HCCT National Strategy, identify opportunities for coordination with RPICs, and outline plans to share national resources;
- Convene routine (e.g. quarterly) conference calls with all RPIC grantees, as conducted by the assigned Program Specialist, to review project timelines, identify best practices, and provide T/TA to achieve intended project deliverables;
- Participate in joint webinars with national CSBG T/TA partners facilitating the exchange of information that helps to identify common quality improvement issues; and
- Participate in virtual and in-person regional initiatives facilitated by RPICs to support the discussion of HCCT T/TA needs, community level activities, strategies, partnerships, and best practice models for replication and sustainability. This includes the support of the COE grantee to coordinate and participate in each of the regional initiatives.
The 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 recommendations. It is important, therefore, that this information be included in the application in a manner that is clear and complete.
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Objectives and Need for Assistance

In this section, reviewers will consider the extent to which the applicant:

(1) Clearly describes the linkages of expected achievements to the major goals (project deliverables) and subordinate objectives (i.e. measurable steps for reaching these goals) of the project. The applicant discusses proposed indicators that will be used to measure the progress and effectiveness of the approach. (0-5 points)

(2) Clearly describes how strengthened coordination of regional efforts will enhance service delivery and activities. (0-5 points)
Approach, Infrastructure and Procedures

In this section, reviewers will consider the extent to which the applicant:

(1) Clearly describes a plan for staffing the proposed project that demonstrates the specific, relevant experience, and skills of any proposed project staff, describing their specific qualifications and experience, how these qualification and experience align with their core responsibilities, and how the proposed staff will support the successful implementation of the proposed project. (0-5 points)

(2) Describes the proposed T/TA infrastructure that clearly defines the roles, responsibilities and core functions necessary for a targeted T/TA approach that will strengthen the State CSBG Lead Agencies, local CSBG-eligible entities, and State Associations. (0-5 points)
Approach and Implementation Plan

In reviewing this section, reviewers will consider the extent to which the applicant:

(1) Presents a well-conceived overall approach to the project including a clear comprehensive plan describing how the four major goals stated in Section I. Program Description, RPIC Purpose and Major Goals will be achieved in an effective manner and aligned with the purpose of the RPIC program. The implementation plan will include strategies, short and long term work plans, and proposed schedules to produce project deliverables within the targeted project period. (0-10 points)

(2) Describes a plan to identify and work in partnership with State Associations, State CSBG Lead Agencies, local CSBG-eligible entities, national partners, and other key stakeholders to accomplish RPIC program goals. In addition, the plan will outline expected roles and responsibilities and how relationships will be sustained for future collaborative efforts. (0-10 points)
Organizational Capacity

In this section, reviewers will consider the extent to which the applicant:

(1) Provides strong evidence of sufficient experience and expertise in the program areas of this FOA; in collaboration with partner organizations; in effective service delivery; and in administration, development, implementation, management, and evaluation of similar projects. (0-5 points)

(2) Describes, for example in a resume, the level of knowledge, skills, and abilities of the proposed project director and primary staff members, and documents how their specific qualifications and level of expertise will support the successful implementation of the proposed project activities. (0-5 points)

(3) Clearly documents the roles, responsibilities, and time commitments of each proposed project staff position, including consultants, subcontractors, and/or partners. These are well defined and appropriate to the successful implementation of the proposed project. (0-10 points)
Budget and Budget Justification

In reviewing the budget and budget justification, reviewers will consider the extent to which the applicant:

(1) Includes a budget that details the itemized expenses for the project. The narrative budget justification clearly states how each itemized expense will be utilized. (0-10 points)
   • The budget must also reflect the minimum distribution to State Associations and minimum allocation for organizational standards and performance management efforts.

(2) Demonstrates the costs of the project are reasonable, allocable, and program-related and are commensurate with the types and range of activities and services to be conducted and the expected goals and objectives. Applicants must include a brief summary in the justification describing how expenses will count towards the minimum distribution and minimum allocation requirement. (0-10 points)
Expected Outcomes and Logic Model

In this section, reviewers will consider the extent to which the applicant:

(1) Presents a well-defined logic model that guides the proposed project. The logic model demonstrates strong linkages of the applicant's expected achievements and outcomes. The applicant discusses proposed indicators that will be used to measure the progress and effectiveness of the approach. The logic model also addresses the purpose and goals stated in Section I. Program Description, RPIC Purpose and Major Goals and RPIC Grantee Expectations. (0-5 points)

(2) Describes the intended impact on the CSBG network due to the implementation of the proposed T/TA activities aligned with the National T/TA Strategy. (0-5 points)
Expected Outcomes and Logic Model

(3) Describes how the project will establish and promote the HCCT national strategy and will provide a clear plan for addressing the goals as stated in Section I. Program Description, RPIC Purpose and Major Goals and RPIC Grantee Expectations. Specifically:

- Identify at least one HCCT initiative in each state. The HCCT initiatives will be implemented by local CSBG-eligible entities who have met at least 90% of the organizational standards. The RPIC grantee will develop a long term plan to work with key partners to replicate and sustain multi-year HCCT initiatives highlighted in each state. (0-3 points)
- The RPIC will coordinate a state T/TA plan developed by each lead state agency and state association. The state T/TA plans will outline short and long term technical assistance needs, strategies, and plans to leverage resources for HCCT initiatives. The RPIC grantee will describe a strategy to ensure collaboration in the completion of state T/TA plans and how the information will be used to leverage resources. (0-3 points)
- The RPIC grantee will provide a proposed schedule and outline for the regional initiatives they will lead during the project period. (0-2 points)
- The RPIC grantee will describe a strategy detailing work to assist local CSBG-eligible entities meet and exceed organizational standards. (0-2 points)
Applications Submission: Electronic Delivery

• The deadline for submission of electronic applications via www.Grants.gov is 11:59 p.m., ET, on the due date. Electronic applications submitted at 12:00 a.m., ET, on the day after the due date will be considered late and will be disqualified from competitive review and from funding under this announcement.

• Applicants are required to submit their applications electronically via www.Grants.gov unless they received an exemption through the process described in Section IV.2. Request an Exemption from Required Electronic Application Submission.

Page Limitation and Content for all submission formats

The combined page number limitation for the **Project Description File 1** and the **Appendices File 2** must not exceed 150 pages.

File 1 – The Project Description has a suggested limitation of 75 pages and all items must be labeled, numbered, and organized clearly in the Table of Contents. The Project Description may include the following sections:

- Table of Contents
- Project Summary/Abstract
- Objectives and Need for Assistance
- Expected Outcomes
- Approach
- Project Timeline and Milestones
- Program Performance Evaluation Plan
- Organizational Capacity
- Dissemination Plan
- Plan for Oversight of Federal Award Funds
- Project Budget and Budget Justification
File 2 - File two must contain all documents required in the Appendices. The Appendices has a suggested limitation of 75 pages and all items must be labeled, numbered, and organized clearly in the Table of Contents.

- Table of Contents
- Proof of Legal Status of Entity/Proof of Non-Profit Status
- Logic Model
- Protection of Sensitive and/or Confidential Information
- Third-party Agreements
- Letters of Support
For Questions or Comments
Contact us at
OCSgrants@acf.hhs.gov
or
(855) 792-6551