



Administration for Children and Families

Office of Community Services
Division of State Assistance

Pre-Application Technical Assistance Recorded Call

**Community Services Block Grant (CSBG) –
Training and Technical Assistance Program:
Regional Performance and Innovation Consortia**

HHS-2012-ACF-OCS-EQ-0293



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Statutory Authority

- Community Opportunity, Accountability, and Training and Educational Services (COATES) Human Services Reauthorization Act of 1998 (P.L. 105-285), Section 674(b)(2)(A)



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Purpose

- Support an ongoing State, regional, and National T/TA Strategy for collaboration among State Community Action Agency Associations
- Serve as regional focal points and lead the development of a comprehensive and integrated system of T/TA capacity-building activities.
- Ensure that all CSBG-eligible entities are able to meet high-quality performance standards and utilize evidence-informed service approaches to address the identified needs of low-income people in communities.



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Who Can Apply?

- Non-profit organizations other than institutions of higher education.
- As prescribed by Section 678A(c)(2) of the CSBG Act, must be 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.



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How Many Awards Will be Made?

- OCS expects to fund 11 awards.
- With the exception of Region IV, there will be one award per ACF region.
- In Region IV, one grant will serve FL, GA, AL & MS, and a separate grant will be serve SC, NC, TN & KY
- Must be located in region or service area.
- Eligible applicants in each region may coordinate efforts and apply as consortia.



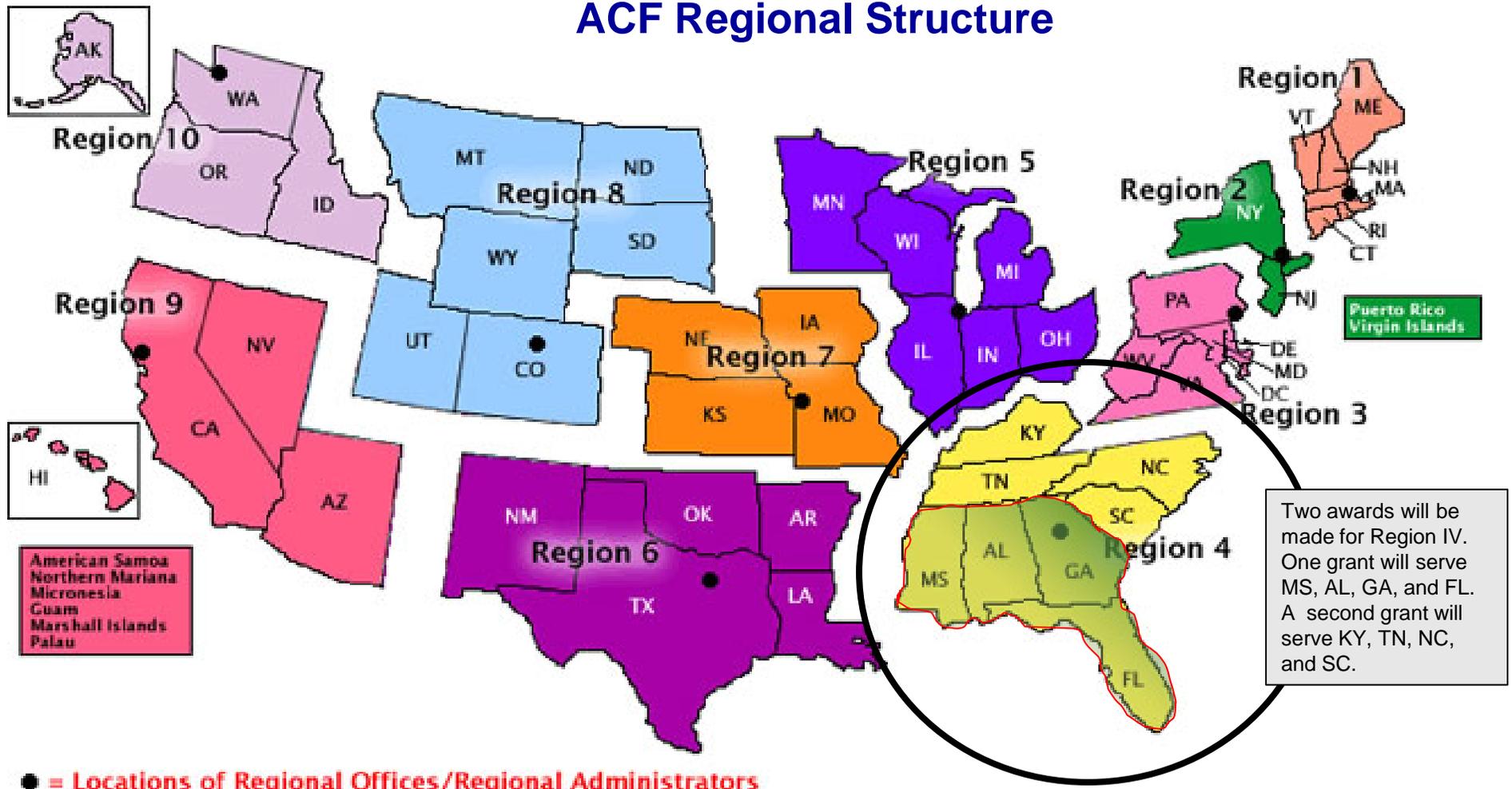
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Fiscal Year 2012

Regional Performance and Innovation Consortia

ACF Regional Structure





How Long with Grant Projects Last

- The projected project period is two (2) years (24-month Project Period with two 12-month Budget Periods)
- The overall program plan should be for the project period
- Budget documents should be for annual budgets (two 12-month budget periods)



Regional Coordination Functions

- Results Oriented Management and Accountability (ROMA) Next Generation effort
- High-quality performance standards for organizational operations
- Access to updated national information on evidence-based and evidence-informed service approaches; and
- Coordination of T/TA efforts.



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Minimum Distribution to State Associations

- The lead grantee for the RPI consortia will be required to provide at least 40 percent of grant funds, through contracts, 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 and demonstrate membership, or letters of support, from the majority of CSBG-eligible entities in the State.



Minimum Allocation for Performance Management Efforts

- At least 25 percent of grant funds must support the regional input and implementation of a national ROMA Next Generation performance effort. Activities include:
 - Regional input on performance management requirements and expectations;
 - participating in national work groups;
 - facilitating and providing training
 - assisting State Associations and CSBG-eligible entities to utilize the ROMA cycle of community needs assessment, setting challenging service goals, identifying evidence-informed service plans, and documenting outcomes.



Support for Federal and State CSBG Standards

- Participate in a national effort to develop and implement core Federal standards for CSBG.
- Provide input in the development of core Federal performance standards, and assist in the dissemination & implementation of these standards
- Associations within each regional consortia must be familiar with and support all State performance standards within the region.



National CSBG Training and Technical Assistance Collaboration

- Collaborate with other T/TA providers and State CSBG Lead Agencies to ensure the seamless provision of T/TA to States and CSBG-eligible entities;
- Consult with appropriate T/TA provider(s) and OCS to be responsive to the needs of States and CSBG-eligible entities;
- Coordinate T/TA efforts so that project activities complement one another; &
- Support the goals of the National T/TA Strategy for CSBG.



Federal Involvement Under Cooperative Agreement Mechanism

- Convening in-person planning and coordination meetings;
- Convening routine conference calls among CSBG T/TA providers, State CSBG lead agencies and other key stakeholder organizations;
- Reviewing recommendations and implementation plans
- Web-based technical assistance (TA) coordination system.

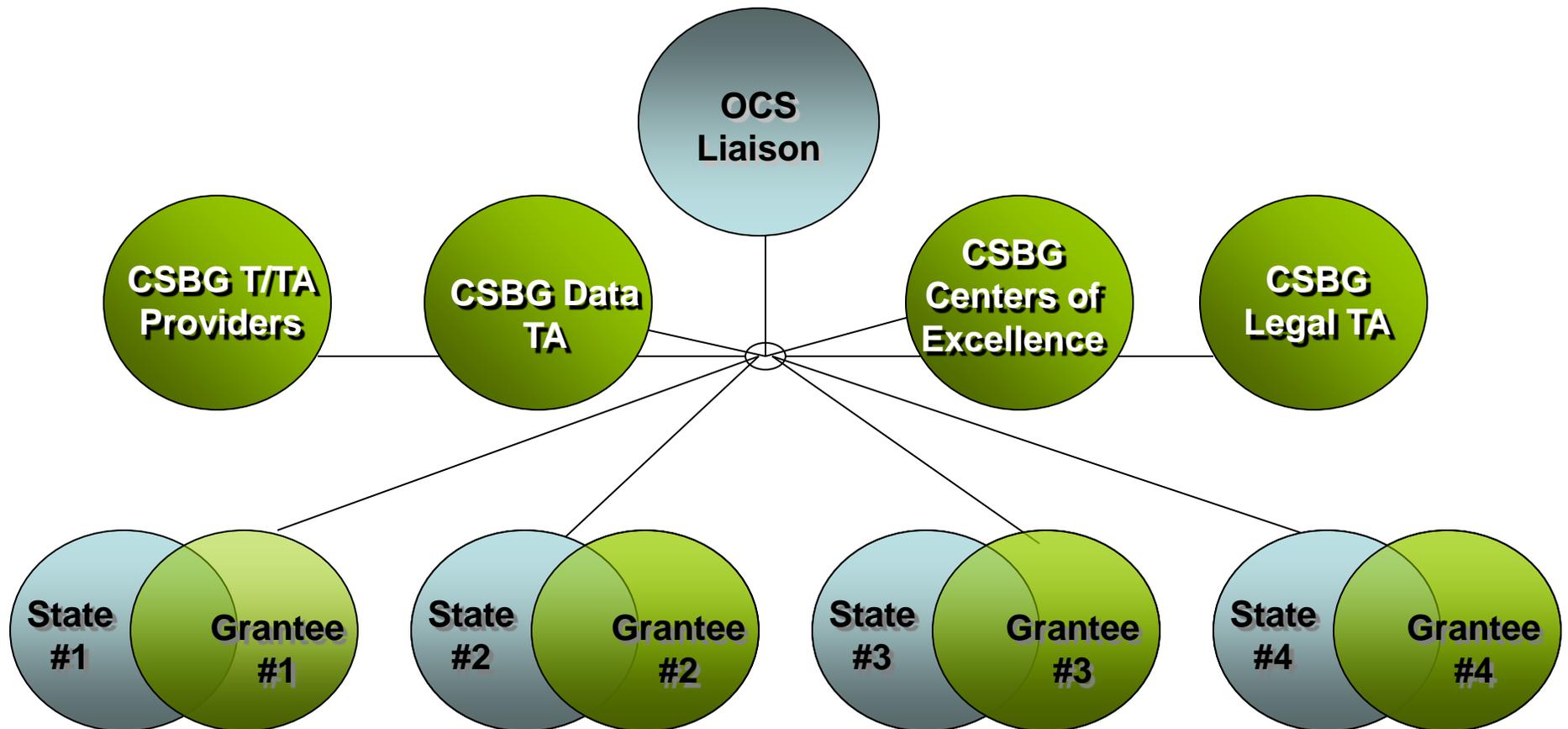


Federal Consultation Process

- Initial call(s) with OCS program liaison.
- Implementation plan within two months
- National implementation planning meeting in Washington, D.C. or via teleconference.
- Oral presentation that describes and defends the implementation plan.
- Adjustments as necessary to support collaboration with national CSBG T/TA Centers of Excellence to promote regionally based ROMA Next Generation input and organizational performance standards.



Regional Conference Calls





Project Description (50 Pages or Less)

- Table of Contents
- Abstract
- Objectives and Need for Assistance
- Outcomes Expected
- Approach
- Evaluation
- Geographic Location
- Logic Model
- Protection of Sensitive and/or Confidential Information
- Dissemination Plan



Appendixes (50 Pages or Less)

- Organizational Charts
- Financial statements adhering to Generally Accepted Accounting Principles (GAAP)
- Contact persons and telephone numbers
- Documentation of experience in the program area
- Personnel policies
- Third-Party Agreements
- Letters of Support
- Any other pertinent information



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Abstract/Summary

- One-page project description
- Must be clear, accurate, concise, and without reference to other parts of the application
- Brief description of the proposed grant project.
- Summary and contact information will be used post application for OCS website and public announcements of program plans.



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Objectives and Need for Assistance – 15 Points

- Project Objectives – *3 points*
- Coordination of Needs of State Associations in Geographic Area – *10 points*
- Well-Defined Geographic Area – *2 points.*



Objectives and Need for Assistance (Continued)

Project Objectives

- Clear and concise vision the proposed project, including project objectives focused on ensuring that CSBG-eligible entities most effectively address the needs of low-income people.
- Demonstrates objectives that are S.M.A.R.T. (Specific, Measurable, Attainable, Relevant, and Timely).
- Supports the purposes set forth in this announcement to address the core functions of the RPIs



Objectives and Need for Assistance (Continued)

Coordination of State Associations

- Demonstrates understanding of CSBG, the role of State Associations, State CSBG Lead Agencies, CSBG-eligible entities, & CSBG Act.
- Describes the specific coordination needs of State Associations to address T/TA needs of CSBG-eligible entities in their proposed service area.
- Documentation needs from third-party sources.
- Knowledge & understanding of factors that influence the organizational sustainability of State associations.



Objectives and Need for Assistance (Continued) ***Coordination of State Associations***

- Demonstrates that the needs are linked to the proposed national strategy for a system of performance standards and measurement in CSBG.
- Understanding of the history of the ROMA system, current ROMA practices within the region and potential areas for improvements in needs assessments, outcome goals, & documentation and analysis of progress and results.



Objectives and Need for Assistance (Continued)

Well-Defined Geographic Area

- Identifies a specific, well-defined service area for project implementation.
- Demonstrates a prior history of involvement in and connection to the proposed service area to ensure that the impact of services provided is regional and sustained.



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Approach– 40 Points

- General T/TA Coordination and Information Dissemination Strategy– *25 points*
- ROMA Next Generation Support Plan – *15 points*



Approach (Continued)

General T/TA & Information Strategy

- Sound timeline for effectively implementing the project, including milestones and target dates.
- Clear strategy for executing the core functions, including *Training and Technical Assistance Coordination* and *Information Dissemination*.
- Plan that includes collaboration with existing CSBG National T/TA Centers.
- Describes a plan to participate in a web-based technical assistance coordination system.



Approach (Continued)

General T/TA & Information Strategy

- Plan to assure that T/TA efforts efficiently utilize Federal T/TA resources, State T/TA support, and resources from local CSBG-eligible entities.
- Logic model demonstrating a linkage between and among project objectives, the proposed project approach, assumptions, inputs, activities, outputs, and outcomes expected.
- Work plan that is results oriented and related to the T/TA legislative mandate for CSBG.



Approach (Continued)

General T/TA & Information Strategy

- Describes performance targets that the project is committed to achieving, and discusses how the project will verify the achievement of these targets.
- As applicable, identifies the anticipated number and types of participants (e.g. State or community program staff) in T/TA activities (e.g. conference calls, meetings).



Approach (Continued)

ROMA Next Generation Support Plan

- Describes a plan to assure CSBG-eligible entities within each region participate in a ROMA Next Generation effort
- Plan includes attention to the complete ROMA cycle of performance management, including the following
 - high-quality, comprehensive needs assessments,
 - community CSBG plans that utilize evidence-informed service approaches targeted to the highest priority needs,
 - setting challenging outcome goals, &
 - documentation and analysis of progress and results according to a consistent set of criteria.



Approach (Continued)

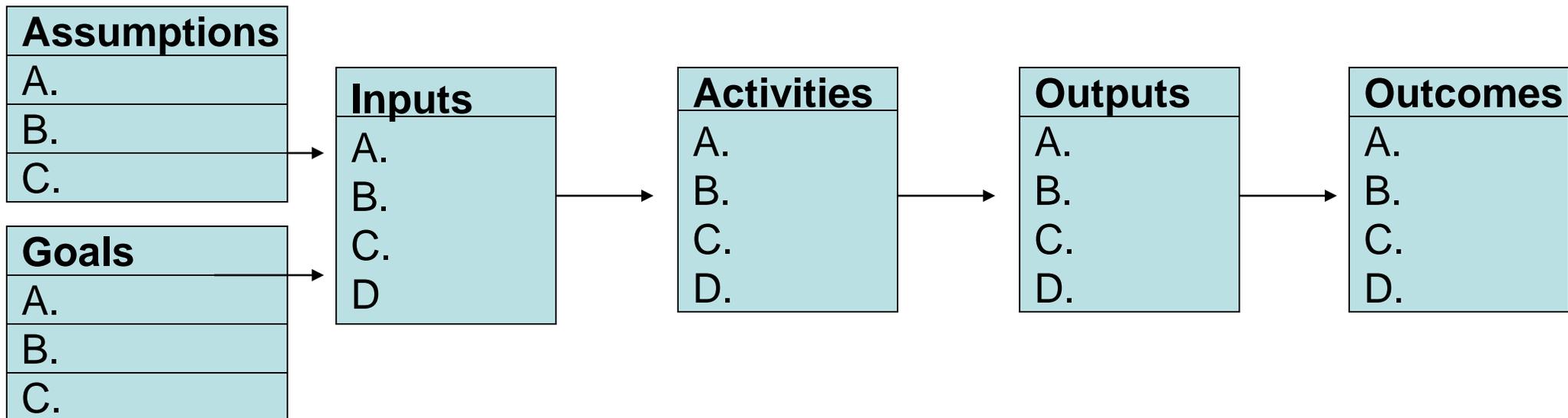
ROMA Next Generation Support Plan

- Describes plans to facilitate regional input in national process to review & strengthen the CSBG performance measures and performance indicators.
- Describes plans to work with State CSBG agencies within the service area to communicate consistent standards for performance management throughout the ROMA cycle, including community needs assessment, program planning, and performance measurement, and documentation of outcomes.



Approach - Logic Model

One-page diagram that presents a conceptual framework for the project.





Outcomes Expected – 20 Points

- Describes how project will assure coordination & information dissemination improvements for State Associations.
- Conveys the strategies for achieving intended outcomes.
- Indicates measures used to determine if project has achieved objectives & extent to which accomplishment of objectives can be attributed to the project.
- Outlines procedures to determine whether project is conducted consistent with the work plan.



Organizational Capacity– 15 Points

- Demonstrates that the organization has experience & a successful record of accomplishments relevant to the specific activities it proposes to accomplish.
- Details the applicant's ability to provide proposed T/TA activities and services on a regional basis.
- If applicable, information addresses the related achievements and competency of each cooperating or sponsoring organization.
- Describes the experience and skills of the proposed project director and primary staff members.



Organizational Capacity– 15 Points

- Demonstrates experience and expertise in T/TA coordination, particularly in the areas of technical assistance coordination, performance management, and performance standards.
- Documents willingness & capacity of the subcontracting organization(s) to participate as described.
- Provides a description of the agreement between the applicant and subcontractors.
- Demonstrates that the organization has experience with monitoring activities of project partners.



Budget Justification– 10 Points

- **Project Budget (4 Points)**
 - Describes a budget that is clear and provides a detailed budget justification.
 - Requests resources that are reasonable & adequate to accomplish project goals including travel-related expenses
- **Financial Support to State Associations (6 Points)**
 - Budget meets requirements for Minimum Distribution to State Associations in region (at least 40 percent of grant funds) defined geographic region.
 - At least 25 percent of the total Federal funds will support the regional input and implementation of a national ROMA Next Generation performance project.



Budget Justification

- Separate SF-424 Budgets and Detailed Justifications
- Personnel
- Fringe Benefits
- Travel
- Equipment
- Supplies
- Contractual
- Other
- Indirect Charges
- Program Income



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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 criteria identified in the program announcement.



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Submission

- APPLICATIONS DUE AUGUST 6, 2012
- Applicants are strongly encouraged to submit in advance of the deadline.
- Electronic submission required through <http://www.Grants.gov>
- Electronic applications received after 11:59 p.m. Eastern Time will be disqualified.
- Applicants that do not have internet connection or sufficient computing may contact ACF for an exemption to submit in paper format.