



FFY 2023 CSBG State Plan Webinar Series

CSBG State Plan: Let's Delve in!

Sections 1 through 5

Office of Community Services (OCS)

Division of Community Assistance (DCA)

June 22, 2022

3:00 – 4:00pm ET



Housekeeping



Everyone has been **muted on entry**.



Please enter questions using the “**Q&A**” pod.



This webinar is being **recorded**. The recording, along with a copy of the slides, will be posted online to the [FY 2022 CSBG Webinars](#) page.

Presenters

Division of Community Assistance, Office of Community Services



**Josezetta
Alexander**

Senior Policy
Advisor



Jamia Furbush

Program
Specialist



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Program
Specialist

Agenda

- Opening Remarks and Important Reminders
- FFY 2023 CSBG State Plan Section 1 through 4
- FFY 2023 CSBG State Plan Section 5
- Questions and Answers



Goals of CSBG

CSBG provides vital assistance to states and local communities to:

- Reduce poverty
- Empower low-income families and individuals to become self-sufficient
- Revitalize low-income communities

The CSBG State Plan should be used for **continuous quality improvement and a tool for the state.**

CSBG Comprehensive T/TA Needs Assessment Survey.



Important Reminders

**All FFY 2023 CSBG State Plans Due:
Thursday, September 1, 2022**

- Aligning to local needs
- Eligible Entity List
- CSBG State Plan Anticipated Availability by end of June

Group A: Required to Submit a **NEW** CSBG State Plan

- The following states are required to submit a full submission of the FFY 2023 CSBG State Plan

Alabama
Connecticut
Florida
Maryland
Mississippi
New Hampshire
Puerto Rico
Utah
Washington state

Alaska
Delaware
Georgia
Massachusetts
Nebraska
New Jersey
South Carolina
Vermont
Wyoming

Arizona
District of Columbia
Idaho
Michigan
Nevada
Oregon
South Dakota
Virginia

Group B: Required to Submit the SF-424M

- The following states are required to submit the SF-424M via [GrantSolutions.gov](https://www.grantsolutions.gov).

American Samoa

Colorado

Indiana

Kentucky

Minnesota

New Mexico

North Dakota

Pennsylvania

Texas

Arkansas

Hawaii

Iowa

Louisiana

Missouri

New York

Ohio

Rhode Island

West Virginia

California

Illinois

Kansas

Maine

Montana

North Carolina

Oklahoma

Tennessee

Wisconsin



Section 1: CSBG Administrative Information

- ❖ **Purpose:** Collects information on...
 - ✓ State CSBG Lead Agency and Authorized Official
 - ✓ State CSBG Program Official
 - ✓ Copy of State Designation Letter

Revisions to Section 1

Section 1.1	No significant changes
Section 1.2	<ul style="list-style-type: none">• Title changed from “Lead Agency” to “Lead Agency and Authorized Official”• Requires the information for the Authorized Official alongside the Lead Agency• Removed requirement to provide date that information about the Lead Agency changed
Section 1.3	No significant changes
Section 1.4	<ul style="list-style-type: none">• Removed requirement to provide the date that information about the Point of Contact changed
Section 1.5	<ul style="list-style-type: none">• Removed requirement to provide the date that information about the State Community Action Association changed

Section 1.3: Designation Letter

- The State Plan must be certified by the designated official through a designation letter.
- The designation letter does not need to be updated each year, but the designation letter ***should be*** updated whenever there is a change to the lead agency and/or the authorized designee.



Section 2: State Legislation and Regulation

- ❖ **Purpose:** Collects information on
 - ✓ State Legislation
 - ✓ State Regulation
- **Reminder:** Section 2.3 can be an attachment or a hyperlink, and please ensure hyperlinks are functional.

Revisions to Section 2

Section 2.1	No significant changes
Section 2.2	No significant changes
Section 2.3	No significant changes
Section 2.4	<ul style="list-style-type: none">Item 2.4c: Designation was deleted.



Section 3: State Plan Development and Statewide Goals

- ❖ **Purpose:** Collects information on the mission and responsibilities of the state agency that serves as the CSBG lead agency, including:
 - ✓ CSBG Lead Agency mission
 - ✓ State's vision and CSBG-specific goals
 - ✓ Types of input used to develop the State Plan
 - ✓ Eligible Entity involvement in State Plan development.

Revisions to Section 3

Section 3.1	No significant changes
Section 3.2	No significant changes
Section 3.3	No significant changes
Section 3.4	<ul style="list-style-type: none">• Titled section 3.4a: State Plan Development• Increased count for the narratives for Section 3.4a and Section 3.4b from 3,000 to 4,000 characters
Section 3.5	No significant changes

Section 3: State Plan Development and Statewide Goals

- Stakeholder input is key to the development of a strong CSBG State Plan.
- Consider Performance Management data when developing state goals
 - Section 3.4b asks for incorporation of lessons learned and feedback
- Question 3.5: Review [IM 150: Use of the American Customer Satisfaction Index \(ACSI\) to improve Network Effectiveness.](#)



Section 4: CSBG Hearing Requirements

- ❖ **Purpose:** Verifies that the state has met requirements for the public notice, the public hearing, and the legislative hearing. Includes information on:
 - ✓ Public hearing (each year) vs. Legislative hearing (three years)
 - ✓ Combined Hearings
- The public hearing can remain virtual at this time
- No significant changes



Section 5: CSBG Eligible Entities

- ❖ **Purpose:** To collect entity-level data on:
 - ✓ CSBG eligible entities including entity type and entity service area
 - ✓ Important changes to the eligible entity list
 - ✓ Designation and Re-Designation
 - ✓ De-designations and Voluntary Relinquishments
 - ✓ Mergers

Revisions to Section 5

- Forthcoming changes to the Eligible Entity List described in the next slide.

Section 5.1	No significant changes
Section 5.2	No significant changes
Section 5.3	<ul style="list-style-type: none">• 5.3a - c: Mergers – Clarifies and provides guidance on what is considered a merger for this section. <i>See slides</i>

Section 5: Eligible Entity List

- What is being referred to when discussing “eligible entity list”?
- As a reminder, every state must have an up-to-date CSBG Eligible Entity List **submitted** within [GrantSolutions.gov](https://www.grantsolutions.gov).

Due to forthcoming changes to the Eligible Entity List (next slide), we are asking that grant recipients do not update the list unless they have a new eligible entity added between September 2021 through September 2022.

- Ask assigned program specialist for assistance.

Forthcoming Changes to the Eligible Entity List

- Two new data points in the CSBG Eligible Entity List:
 - Executive Director
 - Website Address
- OCS adding the Unique Entity Identifier (UEI)
 - Replacing the DUNS no.
 - No effect on FFY 2023 CSBG State Plan or FY 2022 CSBG Annual Report

Important Note: While normally the CSBG Eligible Entity List only requires revision when there is an update to the eligible entities within the state, all state grant recipients will be required to update and resubmit their list once the changes for the UEI number are implemented.

Section 5.3: Changes to Eligible Entity List

- In this section, describe any changes that have occurred to the eligible entities within the state since the last federal fiscal Year, as applicable.
 - 5.3a: Designation and/or Re-Designation
 - 5.3b: De-Designations and/or Voluntary Relinquishments
 - 5.3c: Mergers

New guidance: Under Section 5.3c, please only include two or more **previously designated** eligible entities that have merged or combined in order to provide CSBG services.

OCS OLDC Technical Assistance

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**Please send all TA
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QUESTIONS

FY 2023 CSBG State Plan Webinar Series Timeline

Webinar Title	Description	Date/Time
CSBG State Plan 3.0: Let's Delve In! Sections 6 through 9	This webinar will focus on completing Sections 6 through 9 of the CSBG State Plan, focusing specifically on Section 6, Section 7, and Section 9 and how grant recipients can utilize these sections to guide the administration of the grant.	June 29, 2022 3:00pm – 4:00pm ET
CSBG State Plan 3.0: Let's Delve In! Sections 10 through 13	This webinar will focus on completing Sections 10 through 13 of the CSBG State Plan, focusing specifically on Section 10, and how grant recipients can utilize this section to guide the administration of the grant.	July 7, 2022 3:00pm – 4:00pm ET <i>Originally scheduled for July 6, 2022</i>
CSBG State Plan 3.0: OLDC Refresher	This webinar will be a review of the created demos and a refresher of the previous webinars.	July 13, 2022 3:30pm – 4:30pm ET





Follow OCS on Twitter!

[@OCS_ACFgov](https://twitter.com/OCS_ACFgov)

New Electronic Mailing Service!

- OCS has started using a new electronic mailing service.
- Allows OCS to communicate information in a timely manner.
- Helps OCS collect analytics that will inform outreach efforts in the future.
- As OCS transitions to this service, please check your junk/spam folder for future communications.

Contact Monique Alcantara and Niki Frazier if you have any questions.

CSBG Communications

Dear Colleague Letter	Release Date
CSBG-DCL-2022-36: New CSBG Program Operations Branch Chief, Verna Best	Tuesday, June 21
CSBG-DCL-2022-37: Special Event: Meet & Greet with ACF Assistant Secretary January Contreras	Wednesday, June 22
CSBG-DCL-2022-38: CSBG State Plan Preparation	Thursday, June 23

Special Event: Meet & Greet with AS Contreras

- **July 6, 2022, 2:00PM – 2:45PM ET**
- CSBG Grant Recipients are invited
 - States, Territories, and Tribes and Tribal Organizations
 - State Associations
 - National T/TA Partners
- Please [pre-register](#) as soon as possible
- Please [submit questions](#) no later than **June 29, 2022**



January Contreras

Assistant Secretary (AS),
Administration for
Children and Families

CSBG Comprehensive T/TA Needs Assessment Survey

- **CSBG-DCL-2022-34**, [Comprehensive Training and Technical Assistance Needs](#)
- **Purpose:** To help OCS better understand what T/TA would be most helpful to the CSBG network so that OCS can strengthen the T/TA we provide.
- **Deadline:** July 8, 2022
- **Link:** <https://www.surveymonkey.com/r/5TGDX6S>

Check Junk/Spam folder for an announcement from csbgstates@acf.hhs.gov



THANK YOU

