

CSBG Community Action Plan

Expectations, Changes and
Demonstration

2019-2020 Community Action Plan

- Due May 1, 2019
 - This is a final deadline with late plans not accepted.
 - Due to contracting requirements we **NEED** the plan in on time and prefer, if possible, to receive it early.

Transferring of Information in CSBG Reporter

- All information in the Needs, Strategic Goals, Gaps and Linkages and Programs sections from 2018-2019 will be transferred over to 2019-2020.
- You will have the ability to edit, delete and add as necessary to each of these sections.

New Requirements for 2019-2020

- **TANF Question** - does this program use TANF, yes or no?
- **Program Description** - we are looking for a short description of the program and details on any ways it relates to other programs offered at the agency, and any ties to community initiatives or other community partner programs/services

New Requirements, Cont.

- **Summer Feeding Explanation/ Description** – if your agency has a summer feeding program you will just describe that as you would any other program. If your agency does not have a summer feeding program you will need to add a program titled Summer Feeding and describe what your agency is doing in regards to summer feeding.
- **ROMA Implementer Workplan** - all ROMA Implementers are required to upload a workplan for the 2019-2020 program year, must report on it quarterly.

Don't forget about the Budget Section

- Budget Information will NOT transfer from 18-19
- You will need to enter your Federal budget and TANF budget, those will populate into your agency budget where you add Match Requirements.
- The additional file uploads section has stayed the same. (With the exception of adding the upload section for the ROMA Implementer Workplan)

Finance Form (formally A06 and A07)

- This form is staying the same as last year
- It is an excel document that is to be uploaded to CSBG Reporter in the uploads section
- Form includes TANF amounts broken down by program, and information on agency match.

Board of Directors List

- You can either use the VA CSBG Template or your own board list.
- If you use your own board list it must contain the following:
 - address, email address, sector they represent and current term

DEMO of CSBG Reporter

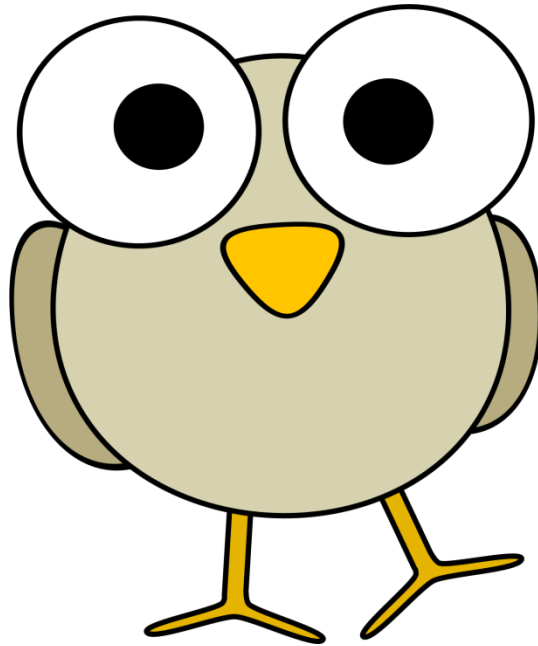
eVA Contracting Process

- All information from Community Action Plan, including budgets will be printed and sent with a contract to your agency by May 5th –
- All signed contracts will be due to our office by May 15th
- Contracts will then be sent to DSS procurement office for signature
- Executed contracts will be available for printing from eVA on July 1st.

Next Steps

- Program rep will send you the registered person in your eVA account. If that person is no longer with your agency or you want the contact person changed you will need to contact the eVA help desk to make that change.
- Violet will be sending each ED and Finance Director the CSBG and TANF budget amounts for 2019-2020 in the next few days.

Questions



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