

Memo to Virginia Community Action Network

To: Virginia Community Action Agencies

From: Matt Fitzgerald, Community Service Program Manager, OVCS

Subject: Changes to PY 2019-2020 Community Action Plans for response to COVID-19

Date: March 24, 2020

The current public health situation is creating challenges for all of us that work with the most in need in our communities. Our office expects and encourages changes to the proposed Community Action Plans (CAP) you have in place for this Program Year. To that end, we are allowing a simple process for adjusting your plans this year. For your programs/outcomes/services, you can create new entries in your CAP that address the new ways you will be working. You can enter new Programs, or add specific initiatives under existing programs. You do not need to adjust targets or information in existing initiatives. We will address through reporting any of the discrepancies between targets and actuals that are created as a result of shifting priorities. You can, however, make budget modifications within your CAP's that reflect the changes, if necessary. We will include a review of this memo and a discussion of it in our previously planned webinar for next year's CAP, to be held on Friday, March 27th at 10 a.m. We will record that webinar, but you can also send questions about this memo to csbg@dss.virginia.gov in the interim.