



State of Ohio

2021-2023

Community Services Block Grant State Plan

Prepared by:
Ohio Department of Development
Community Services Division
Office of Community Assistance

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DRAFT



Department of
Development

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2021-2022 CSBG State Plan Summary of Changes

3.5. Eligible Entity Overall Satisfaction

Updated Ohio's goal to achieve a score of 85 in year one and 88 in year two.

5.1. CSBG Eligible Entities

Updated names of CAAs as needed.

6.3a. Assessment Process

Updated the monitoring process to reflect the remote monitoring procedures.

10.14. Monitoring Procedures Performance Management Adjustment

Updated the monitoring process to reflect the remote monitoring procedures.

13.3. Eligible Entity Support

Updated the number of ROMA Trainers/Implementers.

SECTION 2: State Legislation and Regulation

- 2.1. CSBG State Legislation:** State has a statute authorizing CSBG.
- Yes
- 2.2. CSBG State Regulation:** State has regulations for CSBG.
- Yes
- 2.3. Legislation/Regulation Document:** Attach the legislation and/or regulations or provide a hyperlink(s) to the documents indicated under Items 2.1. and/or Item 2.2.
- Ohio Revised Code 122.68 provides authority for the State of Ohio to "administer all federal funds appropriated to the state from the Community Services Block Grant Act....and comply with requirements imposed by that act in its application for, and administration of, the funds".
<http://codes.ohio.gov/orc/122.68>
 - Ohio Administrative Code Chapter 122:5-1 has additional rules regarding Community Services Block Grant Funding. <http://codes.ohio.gov/oac/122:5-1>
- 2.4. State Authority:** Select a response for each of the following items about the state statute and/or regulations authorizing CSBG:
- 2.4a. Authorizing Legislation:** State legislature enacted authorizing legislation or amendments to an existing authorizing statute last federal fiscal year. No.
- 2.4b. Regulation Amendments:** State established or amended regulations for CSBG last federal fiscal year. No.

SECTION 3: State Plan Development and Statewide Goals

3.1. CSBG Lead Agency Mission and Responsibilities: Briefly describe the mission and responsibilities of the state agency that serves as the CSBG lead agency.

- The Ohio Department of Development (Development) is committed to creating jobs and building strong communities, while ensuring accountability and transparency of taxpayer money and exceptional customer service. Development's Office of Community Assistance administers the Community Services Block Grant (CSBG), the Home Energy Assistance Program (HEAP) including the Summer and Winter Crisis Programs, the Home Weatherization Assistance Program (HWAP), the electric Percentage of Income Payment Plan (PIPP) Plus, and its companion Electric Partnership Program (EPP). Additionally, Development administers programs to achieve the State of Ohio comprehensive energy policy such as the State Energy Program.

3.2. State Plan Goals: Describe the state's CSBG-specific goals for state administration of CSBG under this State Plan.

- Support Ohio Community Action Agencies (CAAs) in meeting all organizational standards.
- Provide training and information to support better board formation, understanding of responsibilities and accountability among CAA tri-partite boards.
- Provide training and technical assistance to Ohio CAAs on the development of the Community Action Plan (CSBG Grant Application) and understanding of the Results Oriented Management and Accountability principals.
- Improve customer service to Ohio CAAs and CSBG recipients.

3.3. State Plan Development: Indicate the information and input the state accessed to develop this State Plan.

3.3a. Analysis of state-level tools

- State Performance Indicators and/or National Performance Indicators (NPIs)
- U.S. Census data
- State Performance Management Data (e.g., accountability measures, ACSI survey information, and/or other information from annual reports)
- Monitoring Visits/Assessments
- Tools Not Identified Above (listening sessions and public hearings)

3.3b. Analysis of local-level tools

- Eligible Entity Community Needs Assessments
- Eligible Entity Community Action Plans
- Public Hearings/Workshops
- Tools Not Identified Above (e.g., state required reports) [specify]:
Ohio's CSBG Advisory Committee members: Ohio Association of Community Action Agencies (OACAA), State Departments of Higher Education, Area on Aging, Governor's Office of Faith-based and Community Initiatives, Office of Workforce Development at Ohio Department of Job and Family Services, Ohio Association of Foodbanks and The Breathing Association

3.3c. Consultation with

- Eligible Entities (e.g., meetings, conferences, webinars; not including the public hearing)
- State Association
- National Association for State Community Services Programs (NASCSPP)
- Community Action Partnership (NCAP)
- Community Action Program Legal Services (CAPLAW)
- CSBG Tribal Training and Technical Assistance (T/TA) provider
- Regional Performance Innovation Consortium (RPIC)
- Association for Nationally Certified ROMA Trainers (ANCRT)
- Federal CSBG Office
- Organizations not identified above (specify) [Narrative, 500 characters]

3.4. Eligible Entity Involvement

3.4a. State Plan Development: Describe the specific steps the state took in developing the State Plan to involve the eligible entities.

Note: This information is associated with State Accountability Measures 1Sa(ii) and may pre-populate the state's annual report form.

- Development consults with Ohio's CAAs on an on-going basis to determine steps that can be taken to improve the implementation of the CSBG program. Development attends the monthly board meeting for the Ohio Association of Community Action Agencies as another opportunity to receive feedback from the network.
- Development plans to convene Ohio's CSBG Advisory Committee to gather feedback on the State Plan from the members. The CSBG Advisory Committee is comprised of eligible entities representing each of Ohio's five

regions and local organizations that also serve CSBG eligible customers.

- Development will hold a public hearing in August 2021 to solicit additional feedback on the development of the State Plan.

3.4b. Performance Management Adjustment: Describe how the state has adjusted its State Plan development procedures under this State Plan, as compared to previous State Plans, in order to 1) encourage eligible entity participation and 2) ensure the State Plan reflects input from eligible entities? Any adjustment should be based on the state's analysis of past performance in these areas, and should consider feedback from eligible entities, OCS, and other sources, such as the public hearing. If the state is not making any adjustments, provide further detail.

- Based on current circumstances, Development has not significantly adjusted feedback procedures.

3.5. Eligible Entity Overall Satisfaction: Provide the state's target for eligible entity Overall Satisfaction during the performance period.
Year One 85 Year Two 88

SECTION 4: CSBG Hearing Requirements

- 4.1. Public Inspection:** Describe the steps taken by the state to disseminate this State Plan to the public for review and comments prior to the public hearing, as required under Section 676(e)(2) of the Act.
- Prior to the CSBG public hearing, a copy of the draft plan was available to the public for review and feedback. The draft plan was also sent to all Ohio CAAs and posted on Development’s website and internal provider website.
- 4.2. Public Notice/Hearing:** Describe how the state ensured there was sufficient time and statewide distribution of notice of the public hearing(s) to allow the public to comment on the State Plan, as required under 676(a)(2)(B) of the CSBG Act.
- A formal notification of the public hearing will be posted by Development 10 days in advance of the hearing. The date of the hearing will also be listed on Development’s public calendar and internal provider page. Notification of the date, time and location of the hearing is sent to Ohio CAAs. Development administers the Low-Income Home Energy Assistance Program and also conducts a public hearing seeking input on the LIHEAP State Plan. Development will hold both public hearings on the same day, in the same location, one immediately after the other concludes to make it easier for those traveling to provide meaningful feedback on both programs that serve overlapping populations.
- 4.3. Public and Legislative Hearings:** In the table below, specify the date(s) and location(s) of the public and legislative hearing(s) held by the designated lead agency for this State Plan, as required under Section 676(a)(2)(B) and Section 676(a)(3) of the Act.

Date [Select a Date]	Location [Provide the facility and city – Narrative 100 characters]	Type of Hearing [Select an option]	If a Combined Hearing was held confirmed that the public was invited.
8/5/2021	77 South High St. Columbus, Ohio 43125. Note, comments can also be provided via email	Combined	<input checked="" type="checkbox"/>

- 4.4.** Attach supporting documentation or a hyperlink for the public and legislative hearings. [Attach supporting documentation or provide a hyperlink(s), 500 characters]

SECTION 5: CSBG Eligible Entities

5.1. CSBG Eligible Entities: In the table below, indicate whether each eligible entity in the state is public or private, the type(s) of entity, and the geographical area served by the entity.

CSBG Eligible Entity	Geographical Area Served (by county) (Provide all counties)	Public or Nonprofit	Type of Entity (Choose all that apply)
Adams/Brown Counties Economic Opportunities, Inc.	Adams County Brown	Nonprofit	Community Action Agency (CAA)
West Ohio CAP	Allen County Auglaize County Mercer County	Nonprofit	Community Action Agency (CAA)
Kno-Ho-Co-Ashland Community Action Commission	Ashland County Holmes County Knox County	Nonprofit	Community Action Agency (CAA)
Ashtabula County Community Action Agency	Ashtabula County	Nonprofit	Community Action Agency (CAA)
Hocking, Athens, Perry Community Action	Hocking County Perry County Athens County	Nonprofit	Community Action Agency (CAA)
Community Action Commission of Belmont County	Belmont County	Nonprofit	Community Action Agency (CAA)
Supports to Encourage Low- income Families, Inc. (SELF)	Butler County	Nonprofit	Community Action Agency (CAA)
Har-Ca-Tus Tri-County Community Action Organization	Harrison County, Carroll County Tuscarawas County	Nonprofit	Community Action Agency (CAA)
Opportunities Industrialization Center of Clark County	Clark County	Nonprofit	Community Action Agency (CAA)
Clermont County Community Services, Inc.	Clermont County	Nonprofit	Community Action Agency (CAA)
Clinton County Community Action Program	Clinton County	Nonprofit	Community Action Agency (CAA)
Community Action Agency of Columbiana County, Inc.	Columbiana County	Nonprofit	Community Action Agency (CAA)
Ohio Heartland Community Action Commission (OHCAC)	Crawford County, Marion County, Morrow County	Nonprofit	Community Action Agency (CAA)

Step Forward	Cuyahoga County	Nonprofit	Community Action Agency (CAA)
Miami Valley Community Action Partnership	Darke County, Greene County, Montgomery County, Preble County, Warren County	Nonprofit	Community Action Agency (CAA)
Northwestern Ohio Community Action Commission, Inc.	Defiance County, Fulton County, Henry County, Paulding County, Van Wert County, Williams County	Nonprofit	Community Action Agency (CAA)
Bridges Community Action Partnership	Madison County, Union County, Shelby County, Champaign County, Logan County	Nonprofit	Community Action Agency (CAA)
Community Action Commission of Erie, Huron, & Richland Counties, Inc.	Erie County, Huron County, Richland County	Nonprofit	Community Action Agency (CAA)
Community Action Program Commission of the Lancaster/Fairfield Area	Fairfield County	Nonprofit	Community Action Agency (CAA)
Community Action Commission of Fayette County	Fayette County	Nonprofit	Community Action Agency (CAA)
IMPACT Community Action	Franklin County	Nonprofit	Community Action Agency (CAA)
Gallia-Meigs Community Action Agency, Inc.	Gallia County Meigs County	Nonprofit	Community Action Agency (CAA)
G-M-N Tri-County Community Action Committee	Guernsey County, Monroe County Noble County	Nonprofit	Community Action Agency (CAA)
Cincinnati/Hamilton County Community Action Agency	Hamilton County	Nonprofit	Community Action Agency (CAA)
HHWP Community Action Commission	Hancock County, Hardin County, Wyandot County, Putnam County	Nonprofit	Community Action Agency (CAA)
Highland County Community Action Organization	Highland County	Nonprofit	Community Action Agency (CAA)
Jackson/Vinton Community Action, Inc.	Jackson County, Vinton County	Nonprofit	Community Action Agency (CAA)

Jefferson County Community Action Council, Inc.	Jefferson County	Nonprofit	Community Action Agency (CAA)
Lifeline for the Empowerment and Development of Consumers, Inc.	Lake, Geauga County	Nonprofit	Community Action Agency (CAA)
Ironton/Lawrence County Area Community Action Organization	Lawrence County	Nonprofit	Community Action Agency (CAA)
LEADS	Licking County	Nonprofit	Community Action Agency (CAA)
Lorain County Community Action Agency, Inc.	Lorain County	Nonprofit	Community Action Agency (CAA)
PATHWAY	Lucas County	Nonprofit	Community Action Agency (CAA)
Mahoning Youngstown Community Action Partnership (MYCAP)	Mahoning County	Nonprofit	Community Action Agency (CAA)
Community Action Wayne/Medina	Medina County, Wayne County	Nonprofit	Community Action Agency (CAA)
Miami County Community Action Council	Miami County	Nonprofit	Community Action Agency (CAA)
Community Action Program Corporation of Washington/ Morgan Counties	Morgan County, Washington County	Nonprofit	Community Action Agency (CAA)
Muskingum Economic Opportunity Action Group, Inc. (MEOAG)	Muskingum County	Nonprofit	Community Action Agency (CAA)
Great Lakes Community Action Agency	Ottawa County, Sandusky County, Seneca County, Wood County	Nonprofit	Community Action Agency (CAA)
Pickaway County CAO (PICCA)	Pickaway County	Nonprofit	Community Action Agency (CAA)
Community Action Committee of Pike County	Pike County	Nonprofit	Community Action Agency (CAA)
Community Action Council of Portage County, Inc.	Portage County	Nonprofit	Community Action Agency (CAA)
Ross County Community Action Commission,	Ross County	Nonprofit	Community Action Agency (CAA)

Community Action Commission of Scioto County	Scioto County	Nonprofit	Community Action Agency (CAA)
Stark County Community Action Agency	Stark County	Nonprofit	Community Action Agency (CAA)
Akron/Summit Community Action Inc.	Summit County	Nonprofit	Community Action Agency (CAA)
Trumbull Community Action Program	Trumbull County	Nonprofit	Community Action Agency (CAA)

5.2. Total number of CSBG eligible entities: 47

5.3. Changes to Eligible Entities List: Within the tables below, describe any changes that have occurred to the eligible entities within the state since the last federal fiscal Year (FFY), as applicable.

One or more of the following changes were made to the eligible entity list:

- Designation and/or Re-Designation
- De-Designations and/or Voluntary Relinquishments
- Mergers
- Changes to Eligible Entities List

5.3a. Designation and Re-Designation: Identify any new entities that have been designated as eligible entities, as defined under Section 676A of the Act, since the last federal fiscal year. Include any eligible entities designated to serve an area previously not served by CSBG as well as any entities designated to replace another eligible entity that was terminated (de-designated) or that voluntarily relinquished its status as a CSBG eligible entity.

CSBG Eligible Entity	Type	Start Date	Geographical Area Served
Click or tap here to enter text.	Choose an item.	Click or tap to enter a date.	

5.3b. De-Designations and Voluntary Relinquishments: Identify any entities that are no longer receiving CSBG funding. Include any eligible entities have been terminated (de-designated) as defined under Section 676(c) and Section 676C of the Act, or voluntarily relinquished their CSBG eligible entity status since the last federal fiscal year.

CSBG Eligible Entity	Reason
Click or tap here to enter text.	Choose an item.

5.3c. Mergers: In the table below, provide information about any mergers or other combinations of two or more eligible entities that were individually listed in the prior State Plan.

Original CSBG Eligible Entities	Surviving CSBG Eligible Entity	New Name (as applicable)	DUNS No.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

SECTION 6: Organizational Standards for Eligible Entities

Note: Reference IM 138, *State Establishment of Organizational Standards for CSBG Eligible Entities*, for more information on Organizational Standards.

6.1. Choice of Standards: Confirm whether the state will implement the CSBG Organizational Standards Center of Excellence (COE) organizational standards (as described in IM 138) or an alternative set during the federal fiscal year(s) of this planning period. [Select one]

- COE CSBG Organizational Standards
- Modified Version of COE CSBG Organizational Standards
- Alternative Set of organizational standards

6.1a. Modified Organizational Standards: In the case that the state is requesting to use modified COE-developed organizational standards, provide the proposed modification for the FFY of this planning period including the rationale. [Narrative, 2500 characters]

6.1b. Alternative Organizational Standards: If using an alternative set of organizational standards, attach the complete list of alternative organizational standards. [Attachment (as applicable)]

6.1c. Alternative Organizational Standards: If using an alternative set of organizational standards: 1) provide any changes from the last set provided during the previous State Plan submission; 2) describe the reasons for using alternative standards; and 3) describe how they are at least as rigorous as the COE- developed standards.

There were no changes from the previous State Plan submission [If not selected, provide a narrative, 2500 characters]

Provide reason for using alternative standards [Narrative, 2500 characters]

Describe rigor compared to COE-developed Standards [Narrative, 2500 characters]

6.2. Implementation: Check the box that best describes how the state officially adopted organizational standards for eligible entities in a manner consistent with the state’s administrative procedures act. If “Other” is selected, provide a timeline and additional information, as necessary. [Check all that applies and provide a narrative (as applicable)]

- Regulation
- Policy
- Contracts with Eligible Entities
- Other, describe:

6.3. Organizational Standards Assessment: Describe how the state will assess eligible entities against organizational standards this federal fiscal year(s). [Check all that applies]

- Peer-to-Peer Review (with validation by the state or state-authorized third party)
- Self-Assessment (with validation by the state or state-authorized third party)
- Self-Assessment/Peer Review with State Risk Analysis
- State-Authorized Third-Party Validation
- Regular On-Site CSBG monitoring
- Other

6.3a. Assessment Process: Describe the planned assessment process.

- In 2021, Development began conducting monitoring visits remotely via a secure file upload system. Each CAA was provided instructions on how to upload documents. Prior to the review period, CAAs received the monitoring tool to use as a self-assessment of met/unmet organizational standards. The tool also provided a naming convention to upload files for each standard. Once all files have been uploaded (within a specified period of time) Development staff review the documentation. A draft monitoring tool is provided to the CAA prior to the scheduled exit interview. The exit interview is an opportunity to discuss any unmet standards prior to the final monitoring report being issued to the agency.
- After the exit interview, a follow-up letter and formal monitoring report is sent to the Executive Director, CSBG Coordinator (or equivalent), and the Board of Directors. Development targets sending the monitoring report within 30 days of the visit. This report will indicate if any of the organizational standards were considered “not met” during the monitoring visit, if a response is required, the CAA has 30 days from the receipt of the report to respond.
- If warranted, a Technical Assistance Plan (TAP) may be established in

consultation with the CAA. For eligible entities that do not meet the requirements of the TAP or exhibit greater areas of deficiencies during the monitoring visit, a Quality Improvement Plan (QIP) is established in accordance with 678 C(a) (4) and related guidance from the Federal Office of Community Services.

6.4. Eligible Entity Exemptions: Will the state make exceptions in applying the organizational standards for certain eligible entities due to special circumstances or organizational characteristics (as described in IM 138)? No

6.4a. Provide the specific eligible entities the state will exempt from meeting organizational standards and provide a description and a justification for each exemption. Total Number of Exempt Entities N/A

CSBG Eligible Entity	Exemption Provided	Description/Justification
Click or tap here to enter text.	Choose an item.	

6.5. Performance Target: Provide the percentage of eligible entities that the state expects to meet all the state-adopted organizational standards for the FFY(s) of this planning period. [Insert a percentage]

Year One 85 %

Year Two 90 %

SECTION 7: State Use of Funds

Eligible Entity Allocation (90 Percent Funds) [Section 675C(a) of the CSBG Act]

- 7.1. Formula:** Select the method (formula) that best describes the current practice for allocating CSBG funds to eligible entities. [Check one]
- Historic
 - Base + Formula
 - Formula Alone
 - Formula with Variables
 - Hold Harmless + Formula
 - Other

7.1a. Formula Description: Describe the current practice for allocating CSBG funds to eligible entities. [Narrative, 4000 characters]

- The CSBG Allocation formula is based on historic CAA funding levels and an adjustment based on poverty population. Ninety percent of the fiscal year 1983 allocation will serve as each grantees funding base. The total of these base amounts will be subtracted from the total pass-through monies in fiscal year 2021, less the amount required by state of Ohio law to be set-aside for training and technical assistance purposes. Remaining funds are allocated to each grantee based on the grantee’s percentage of the state’s total population that fall within 125% of the federal poverty guidelines based on the most recent American Community Survey by the U.S. Census Bureau.

7.1b. Statute: Does a state statutory or regulatory authority specify the formula for allocating “not less than 90 percent” funds among eligible entities? Yes

7.2. Planned Allocation: Specify the percentage of your CSBG planned allocation that will be funded to eligible entities and in accordance to the “not less than 90 percent funds” requirement as described under Section 675C(a) of the CSBG Act. In the table, provide the planned allocation for each eligible entity receiving funds for the fiscal year(s) covered by this plan.

Year One 92%

Year Two 92%

Planned CSBG 90 Percent Funds – Year One	
CSBG Eligible Entity	Funding Amount (\$)

Will populate once allocation received

Will populate once allocation received

Planned CSBG 90 Percent Funds – Year Two
CSBG Eligible Entity **Funding Amount (\$)**

Will populate once allocation received

Will populate once allocation received

7.3. Distribution Process: Describe the specific steps in the state’s process for distributing 90 percent funds to the eligible entities and include the number of days each step is expected to take. Please include information about state legislative approval or other types of administrative approval (such as approval by a board or commission).

- 90 percent of funds are distributed to Ohio’s CAAs via an application process. Application for funding for two-year CSBG grants are submitted to Development. Development conducts an extensive review of the application and proposed uses of CSBG funds to ensure the plan meets the requirements of CSBG. Funds equivalent to three months of the 12-month grant allocation can then be advanced to eligible entities.
- The Ohio Association of Community Action Agencies (OACAA) will be allocated 4.5 percent to continue to support their efforts in assisting the local CAAs with their fight against poverty.
- The state has budgeted 3.5 percent will be allocated to state administrative activities.
- The remaining two percent of funds will be allocated to eligible entities that apply for additional technical training and assistance funds.

7.3a. Distribution Method: Select the option below that best describes the distribution method the state uses to issue CSBG funds to eligible entities:

- Reimbursement
- Advance
- Hybrid
- Other [Narrative, 4000 characters]

7.4. Distribution Timeframe: Does the state intend to make funds available to eligible entities no later than 30 calendar days after OCS distributes the federal award? Yes

7.4a. Distribution Consistency: If no, describe state procedures to ensure funds are made available to eligible entities consistently and without interruption. [Narrative, 4000 characters]
 N/A

7.5. Distribution of Funds Performance Management Adjustment: Describe the state’s strategy for improving grant and/or contract administration procedures under this State Plan as compared to past plans. Any improvements should be based on analysis of past performance and should consider feedback from eligible entities, OCS, and other sources, such as the public hearing. If the state is not making any improvements, provide further detail.

- Development will continue to work with Ohio’s CAAs to receive feedback on the bi-annual grant application process.

Administrative Funds [Section 675C(b)(2) of the CSBG Act]

7.6. Allocated Funds: Specify the percentage of your CSBG planned allocation for administrative activities for the FFY(s) covered by this State Plan.

Year One 3.5% **Year Two** 3.5%

7.7. State Staff: Provide the number of state staff positions to be funded in whole or in part with CSBG funds for the FFY(s) covered by this State Plan.

Year One 15 **Year Two** 15

7.8. State FTEs: Provide the number of state Full Time Equivalentents (FTEs) to be funded with CSBG funds for the FFY(s) covered by this State Plan?

Year One 5 **Year Two** 5

Use of Remainder/Discretionary Funds [Section 675C(b) of the CSBG Act]

7.9. Remainder/Discretionary Funds Use: Does the state have remainder/discretionary funds as described in Section 675C(b) of the CSBG Act?
Yes

If yes, provide the allocated percentage and describe the use of the remainder/discretionary funds in the table below.

Year One 5.5%

Year Two 5.5%

Use of Remainder/Discretionary Funds – Year One

Remainder/Discretionary Fund Uses (See 675C(b)(1) of the CSBG Act)	Planned \$	Brief Description of Services and/or Activities
7.9a. Training/Technical Assistance to eligible entities	1,254,518	These planned services/activities will be described in State Plan Item 8.1
7.9b. Coordination of state-operated programs and/or local programs	0	
7.9c. Statewide coordination and communication amount eligible entities	0	
7.9d. Analysis of distribution of CSBG funds to determine if targeting greatest need (Briefly describe under Column 4)	0	
7.9e. Asset-building programs (Briefly describe under Column 4)	0	
7.9f. Innovation programs/activities by eligible entities or other neighborhood groups (Briefly describe under Column 4)	0	
7.9g. State Charity tax credits (Briefly describe under Column 4)	0	
7.9h. Other activities (Specify these other activities under Column 4)	0	
Totals	\$ 1,254,518.00	

Use of Remainder/Discretionary Funds – Year Two

Remainder/Discretionary Fund Uses (See 675C(b)(1) of the CSBG Act)	Planned \$	Brief Description of Services and/or Activities
7.9a. Training/Technical Assistance to eligible entities	1,254,518	These planned services/activities will be described in State Plan Item 8.1
7.9b. Coordination of state-operated programs and/or local programs	0	
7.9c. Statewide coordination and communication amount eligible entities	0	
7.9d. Analysis of distribution of CSBG funds to determine if targeting greatest need (Briefly describe under Column 4)	0	
7.9e. Asset-building programs (Briefly describe under Column 4)	0	
7.9f. Innovation programs/activities by eligible entities or other neighborhood groups (Briefly describe under Column 4)	0	
7.9g. State Charity tax credits (Briefly describe under Column 4)	0	
7.9h. Other activities (Specify these other activities under Column 4)	0	
Totals (Auto-Calculated)	\$1,254,518	

7.10. Remainder/Discretionary Funds Partnerships: Select the types of organizations, if any, the state intends to work with (by grant or contract using remainder/discretionary funds) to carry out some or all the activities in Table 7.9.

- The State Directly Carries Out All Activities (No Partnerships)
- The State Partially Carries Out Some Activities
- CSBG Eligible Entities (if checked, include the expected number of CSBG eligible entities to receive funds)
- Other Community-based Organizations
- State Community Action Association
- Regional CSBG Technical Assistance Provider(s)
- National Technical Assistance Provider(s)

- Individual Consultant(s)
- Tribes and Tribal Organizations
- Other [Narrative, 2500 characters]

7.11. Use of Remainder/Discretionary Funds Performance Management

Adjustment: Describe any adjustments the state will make to the use of remainder/discretionary funds under this State Plan as compared to past State Plans? Any adjustment should be based on the state’s analysis of past performance, and should consider feedback from eligible entities, OCS, and other sources, such as the public hearing. If the state is not making any adjustments, provide further detail.

- Development will make discretionary funds available to eligible entities to increase the agency’s ability to meet the needs of the CSBG eligible population within their communities. Discretionary funds could address emergency situations such as natural disaster relief or emergency assistance for eligible customers such as water or utility assistance.

SECTION 8: State Training and Technical Assistance

8.1. Training and Technical Assistance Plan: Describe the state’s plan for delivering CSBG-funded training and technical assistance to eligible entities under this State Plan by completing the table below. The T/TA plan should include all planned CSBG-funded T/TA whether conducted directly by the state or through partnerships (as specified in 8.3). Add a row for each activity; indicate the timeframe; whether it is training, technical assistance, or both; and the topic. **Note:** This information is associated with State Accountability Measure 3Sc and pre-populates the Annual Report, Module 1, Table F.1.

Training and Technical Assistance – Year One

Planned Timeframe	Training, Technical Assistance, or Both	Topic	Brief Description of “Other”
Ongoing/Multiple Quarters	Both	Other	The State Association and Ohio Urban Resources will provide on-going training and technical assistance as requested by Ohio CAAs. This will include ROMA, strategic planning, community needs assessment and all other applicable areas.

Training and Technical Assistance – Year Two

Planned Timeframe	Training, Technical Assistance, or Both	Topic	Brief Description of “Other”
Ongoing/Multiple Quarters	Both	Other	The State Association and Ohio Urban Resources will provide on-going training and technical assistance as requested by Ohio CAAs. This will include ROMA, strategic planning, community needs assessment and all other applicable areas.

8.1a. Training and Technical Assistance Budget: The planned budget for all training and technical assistance:

Year One

\$1,254,518

Year Two Click or tap here to enter text.

\$1,254,518

8.1b. Training and Technical Assistance Collaboration: Describe how the state will collaborate with the State Association and other stakeholders in the planning and delivery of training and technical assistance.

Development will coordinate with the Ohio Association of Community Action Agencies to plan the delivery of training and technical assistance.

8.2. Organizational Standards Technical Assistance: Does the state have Technical Assistance Plans (TAPs) in place for all eligible entities with unmet organizational standards, if appropriate? Yes

8.2a. Address Unmet Organizational Standards: Describe the state's plan to provide T/TA to eligible entities to ensure they address unmet Organizational Standards

- Development will work with all CAAs to achieve the organizational standards. Development will provide technical assistance directly or by providing referrals to other resources that are available. Coordination with the Ohio Association of Community Action Agencies and Ohio Urban Resources will continue in order to provide further assistance.

8.3. Training and Technical Assistance Organizations: Indicate the types of organizations through which the state intends to provide training and/or technical assistance as described in Item 8.1, and briefly describe their involvement.

- All T/TA is conducted by the state
- CSBG eligible entities (if checked, provide the expected number of CSBG eligible entities to receive funds) 47
- Other community-based organizations
- State Community Action Association
- Regional CSBG technical assistance provider(s)
- National technical assistance provider(s)
- Individual consultant(s)
- Tribes and Tribal Organizations
- Other [Narrative, 1000 characters]

8.4. CSBG-Funded T/TA Performance Management Adjustment: Describe adjustments the state made to the training and technical assistance plan under this State Plan as compared to past plans. Any adjustment should be based on the state's analysis of past performance, and should consider feedback from eligible entities, OCS, and other sources, such as the public hearing. If the state is not making any adjustments, provide further detail.

- Based on feedback received, Development does not anticipate making adjustments to the training and technical assistance efforts.

SECTION 9: State Linkages and Communication

Note: This section describes activities that the state may support with CSBG remainder/discretionary funds, described under Section 675C(b)(1) of the CSBG Act. The state may indicate planned use of remainder/discretionary funds for linkage/communication activities in Section 7, State Use of Funds, items 7.9(b) and (c).

9.1. State Linkages and Coordination at the State Level: Describe the linkages and coordination at the state level that the state intends to create or maintain to ensure increased access to CSBG services to low-income people and communities under this State Plan and avoid duplication of services (as required by the assurance under Section 676(b)(5)). Describe additional information as needed.

- State Low Income Home Energy Assistance Program (LIHEAP) office
- State Weatherization office
- State Temporary Assistance for Needy Families (TANF) office
- Head Start State Collaboration offices
- State public health office
- State education department
- State Workforce Innovation and Opportunity Act (WIOA) agency
- State budget office
- Supplemental Nutrition Assistance Program (SNAP)
- State child welfare office
- State housing office
- Other
 - The Community Services Division contains the Office of Community Development (OCD) that administers funds directed to the provision of housing and prevention of homelessness; many Ohio CAAs are also subgrantees of OCD. Representatives of other state agencies, such as the Departments of Education and Aging and state workforce agency serve on/or participate in CSBG Advisory Committee meetings hosted by Development.

9.2. State Linkages and Coordination at the Local Level: Describe how the state is encouraging partnerships and collaborations at the state level with public and private sector organizations, to assure the effective delivery and coordination of CSBG services to transform low-income communities and avoid duplication of services (as required by assurances under Section 676(b)(5) – (6)).

- Development reviews and tracks agency partnerships as part of the online CSBG grant applications (Community Action Plans) submitted by CAAs. Projects that involve multiple funding streams are described in the grant applications along with the nature of those partnerships and the proposed activities.

- In addition, CAAs customarily retain board members representing key interests in their service territories. The broad makeup of board member enables regular exchange of information, coordination and co-funding of projects directed to households that are eligible for services provided by multiple programs.

9.3. Eligible Entity Linkages and Coordination

9.3a. State Assurance of Eligible Entity Linkages and Coordination:

Describe how the state will assure that eligible entities will partner and collaborate with public and private sector organizations to assure the effective delivery and coordination of CSBG services to low-income people and communities and avoid duplication of services (as required by the assurance under Section 676(b)(5)).

- Development reviews the CSBG grant applications which require the CAAs to describe how they will coordinate and establish linkages within their communities. Development also reviews the CAAs needs assessment during the CSBG grant review process and during the on-site monitoring visit. The needs assessment is required to identify needs within the community and how those needs are met either directly or through coordination with other entities to ensure no duplication of services.

9.3b. State Assurance of Eligible Entity Linkages to Fill Service Gaps:

Describe how the eligible entities will develop linkages to fill identified gaps in the services, through the provision of information, referrals, case management, and follow-up consultations, according to the assurance under Section 676(b)(3)(B) of the CSBG Act.

- Development requires eligible entities to demonstrate how referrals made to eligible customers result in assistance being provided to that customer. Eligible entities must create processes in order to capture this data in their CSBG grant application and reporting. By encouraging appropriate follow-up, it can be better documented when referrals result in assistance or a benefit being provided to the customer.

9.4. Workforce Innovation and Opportunity Act (WIOA) Employment and Training Activities: Does the state intend to include CSBG employment and training activities as part of a WIOA Combined State Plan, as allowed under the Workforce Innovation and Opportunity Act (as required by the assurance under Section 676(b)(5) of the CSBG Act)? No

9.4a. WIOA Combined Plan: If the state selected yes under Item 9.4, provide the CSBG-specific information included in the state's WIOA Combined Plan. This information includes a description of how the state and the

eligible entities will coordinate the provision of employment and training activities through statewide and local WIOA workforce development systems. This information may also include examples of innovative employment and training programs and activities conducted by community action agencies or other neighborhood-based organizations as part of a community antipoverty strategy.

9.4b. Employment and Training Activities: If the state selected no under Item 9.4, describe the coordination of employment and training activities, as defined in Section 3 of WIOA, by the state and by eligible entities providing activities through the WIOA system.

- Development and the Office of Workforce Development at the Ohio Department of Job and Family Services (ODJFS) are working together to develop a common understanding of workforce transformation and development needs to assure there is not a duplication of services. The Office of Workforce Development is a member of the CSBG Advisory Committee meetings.

9.5. Emergency Energy Crisis Intervention: Describe how the State will assure, where appropriate, that emergency energy crisis intervention programs under title XXVI (relating to Low-Income Home Energy Assistance) are conducted in each community in the State, as required by the assurance under Section 676(b)(6) of the CSBG Act).

- Development administers LIHEAP and its Winter Crisis and Summer Crisis components. Through Development's oversight, local energy assistance providers (most of them CAAs) are required to deliver energy assistance benefits on an emergency basis in strict conformance with Development's energy assistance guidelines.

9.6. Faith-based Organizations, Charitable Groups, and Community Organizations: Describe how the state will assure local eligible entities will coordinate and form partnerships with other organizations, including faith-based organizations, charitable groups, and community organizations, according to the state's assurance under Section 676(b)(9) of the CSBG Act.

- Information on partnerships and collaborations, (including those with faith-based, charitable groups and community organizations) is submitted to Development by CAAs as part of their CSBG Application (Community Action Plan). The plans are reviewed and approved by Development. Such local organizations are also represented on CAA tri-partite boards.

9.7. Coordination of Eligible Entity 90 Percent Funds with Public/Private Resources: Describe how the eligible entities will coordinate CSBG 90 percent funds with other public and private resources, according to the assurance under

Section 676(b)(3)(C) of the CSBG Act.

- CAAs coordinate through referrals, information sharing, and by subcontracting with other community organizations to provide the programs, services, and benefits identified through their service territory needs assessments. Such coordination is reflected in the CSBG grant application (Community Action Plan) and reported on a quarterly basis as part of agency workplans. Many Ohio CAAs were previously Ohio Benefit Bank sites where customers used an online system to identify available programs and services. This program was discontinued July 31, 2019. Many Ohio CAAs currently provide referrals to the ODJFS Ohio Benefits system. These efforts assure that CAA are coordinating CSBG funds with other public and private resources.

9.8. Coordination among Eligible Entities and State Community Action

Association: Describe state activities for supporting coordination among the eligible entities and the State Community Action Association.

- Development provides funding to the Ohio Association of Community Action Agencies to conduct two statewide conferences attended by CAAs, provide technical assistance to agencies in need, and communicate with agencies on issues of interest locally and statewide, among other activities and initiatives. Within this partnership, Development created a working group of CSBG Coordinators from CAAs throughout Ohio that provides feedback on the development of the CSBG Grant Application (Community Action Plan) and training materials.

9.9. Communication with Eligible Entities and the State Community Action

Association: In the table below, detail how the state intends to communicate with eligible entities, the State Community Action Association, and other partners identified under this State Plan on the topics listed below.

For any topic that is not applicable, select *Not Applicable* under Expected Frequency.

Communication Plan			
Subject Matter	Expected Frequency	Format	Brief Description of "Other"
Upcoming Public and/or Legislative Hearings	As needed	Website	
State Plan Development	As needed	Email	
Organizational Standards Progress	Biannual	Email	
State Accountability Measures Progress	As needed	Email	
Community Needs Assessments/Community	Biannual	Email	

Subject Matter	Expected Frequency	Format	Brief Description of "Other"
Action Plans			
State Monitoring Plans and Policies	Biannual	Email	
Training and Technical Assistance (T/TA) Plans	As needed	Email	
ROMA and Performance Management	As needed	Email	
State Interagency Coordination	As needed	Email	
CSBG Legislative/Programmatic Updates	As needed	Email	
Tripartite Board Requirements	Biannual	Email	
Click or tap here to enter text.	Choose an item.	Choose an item.	

9.10. Feedback to Eligible Entities and State Community Action Association:

Describe how the state will provide information to local entities and State Community Action Associations regarding performance on State Accountability Measures.

- If feedback is received by Development from OCS, Development will share information with eligible entities and the State Community Action Association within 60 days of receiving feedback from OCS.

9.11. Communication Plan Performance Management Adjustment: Describe any adjustments the state made to the Communication Plan in this State Plan as compared to past plans. Any adjustment should be based on the state's analysis of past performance, and should consider feedback from eligible entities, OCS, and other sources, such as the public hearing. If the state is not making any adjustments, provide further detail.

- In response to feedback received from CAAs, Development continues to work to increase communication to eligible entities. Examples include: a development of a specific provider website where CAAs can find tools and resources in each program area. Development issued an updated CSBG policy and procedures manual to help ensure all federal and state guidelines were easily accessible to grantees.

SECTION 10: Monitoring, Corrective Action, and Fiscal Controls

Monitoring of Eligible Entities (Section 678B(a) of the CSBG Act)

10.1. Specify the proposed schedule for planned monitoring visits including: full on-site reviews; on- site reviews of newly designated entities; follow-up reviews – including return visits to entities that failed to meet state goals, standards, and requirements; and other reviews as appropriate.

This is an estimated schedule to assist states in planning. States may indicate “no review” for entities the state does not plan to monitor in the performance period.

- Development conducted a comprehensive monitoring review remotely during the first and second quarter of calendar year 2021. The next comprehensive monitoring review of CSBG will occur in calendar year 2024.

Monitoring Schedule – Year One

CSBG Eligible Entity	Monitoring Type	Review Type	Target Quarter	Start Date of Last Full Onsite Review	End Date of Last Full Onsite Review	Brief Description of “Other”
Click or tap here to enter text.	Choose an item.	Choose an item.	Choose an item.	Click or tap to enter a date.	Click or tap to enter a date.	

Monitoring Schedule – Year Two

CSBG Eligible Entity	Monitoring Type	Review Type	Target Quarter	Start Date of Last Full Onsite Review	End Date of Last Full Onsite Review	Brief Description of “Other”
Click or tap here to enter text.	Choose an item.	Choose an item.	Choose an item.	Click or tap to enter a date.	Click or tap to enter a date.	

10.2. Monitoring Policies: Provide a copy of state monitoring policies and procedures by attaching and/or providing a hyperlink. Attached

10.3. Initial Monitoring Reports: According to the state’s procedures, by how many calendar days must the state disseminate initial monitoring reports to local entities? 45 days

Corrective Action, Termination and Reduction of Funding and Assurance Requirements (Section 678C of the Act)

10.4. Closing Findings: Are state procedures for addressing eligible entity findings/deficiencies and the documenting closure of findings included in the state monitoring policies attached under 10.2? Yes

10.4a. Closing Findings Procedures: If no, describe state procedures for

addressing eligible entity findings/deficiencies and the documenting closure of findings.

10.5. Quality Improvement Plans (QIPs): Provide the number of eligible entities currently on QIPs, if applicable. 0

10.6. Reporting of QIPs: Describe the state's process for reporting eligible entities on QIPs to the Office of Community Services within 30 calendar days of the state approving a QIP?

- Within 30 days of approving a QIP, Development will notify the assigned project officer at the HHS Office of Community Services (OCS).

10.7. Assurance on Funding Reduction or Termination: The state assures that "any eligible entity that received CSBG funding the previous fiscal year will not have its funding terminated or reduced below the proportional share of funding the entity received in the previous fiscal year unless, after providing notice and an opportunity for a hearing on the record, the state determines that cause exists for such termination or such reduction, subject to review by the Secretary as provided in Section 678C(b)" per Section 676(b)(8) of the CSBG Act. Yes

Policies on Eligible Entity Designation, De-designation, and Re-designation

10.8. Eligible Entity Designation: Does the state CSBG statute and/or regulations provide for the designation of new eligible entities? Yes

10.8a. New Designation Citation: If yes, provide the citation(s) of the law and/or regulation

- Ohio Revised Code (ORC) 122.69 and 122.701

10.8b. New Designation Procedures: If no, describe state procedures for the designation of new eligible entities and how the procedures were made available to eligible entities and the public.

10.9. Eligible Entity Termination: Does the state CSBG statute and/or regulations provide for termination of eligible entities? Yes

10.9a. Termination Citation: If yes, provide the citation(s) of the law and/or regulation.

- Ohio Revised Code (ORC) 122.701

10.9b. Termination Procedures: If no, describe state procedures for termination of new eligible entities and how the procedures were made available to eligible entities and the public.

10.10. Eligible Entity Re-Designation: Do the state CSBG statute and/or regulations provide for re-designation of an existing eligible entity? Yes

10.10a. Re-Designation Citation: If yes, provide the citation(s) of the law and/or regulation.

- ORC 122.69 and 122.701

10.10b. Re-Designation Procedures: If no, describe state procedures for re-designation of existing eligible entities and how the procedures were made available to eligible entities and the public.

Fiscal Controls and Audits and Cooperation Assurance

10.11. Fiscal Controls and Accounting: Describe how the state's fiscal controls and accounting procedures will a) permit preparation of the SF-425 Federal fiscal reports (FFR) and b) permit the tracing of expenditures adequate to ensure funds have been used appropriately under the block grant, as required by Block Grant regulations applicable to CSBG at 45 CFR 96.30(a).

- The financial reporting process and controls preparation of SF425 are listed below:
 1. All invoices are reviewed and approved by Development's Fiscal Manager.
 2. Once reviewed, invoices are submitted to the Ohio Administrative Knowledge System (OAKS, the State of Ohio Accounting System)
 3. The reporting tool Cognos is used as a data warehouse to create reports from the OAKS system.
 4. Development staff then prepares a final financial report excel spreadsheet based upon Cognos data and submits this information to Development staff (Fiscal Manager, Program Manager, Deputy Chief) for final review and approval.
 5. Once approved, staff enter the information into the HHS OLDC Financial Portal.

10.12. Single Audit Management Decisions: Describe state procedures for issuing management decisions for eligible entity single audits, as required by Block Grant regulations applicable to CSBG at 45 CFR 75.521.

- Development's Audit Office receives single audit reports from grantees awarded CSBG funds. Within six months of receipt, each audit report is reviewed. The review includes verification of required schedules and reports, review and analysis of the financial statements and evaluation of any audit findings. If an audit does not contain findings and the financial reports are acceptable, the Audit Office issues correspondence closing the audit. When an audit contains findings related to Development grants the Audit Office issues a correspondence requiring a Corrective Action Plan and notifies

Development staff. If the Corrective Action Plan is found acceptable, the Audit Office issues correspondence accepting the plan and closing the audit report. If the Corrective Action Plan is not submitted or is not acceptable, the Audit Office requests additional information until it is found acceptable. If the Corrective Action Plan is not acceptable, Development's Audit Office will notify Development and recommend that all current grant reimbursements be placed on hold until the grantee complies. At that time, Development will determine if reimbursements will be withheld and if special conditions should be placed on the grant in order to protect federal funds.

10.13. Assurance on Federal Investigations: The state will “permit and cooperate with Federal investigations undertaken in accordance with Section 678D” of the CSBG Act, as required by the assurance under Section 676(b)(7) of the CSBG Act. Yes

10.13a. Federal Investigations Policies: Are state procedures for permitting and cooperating with federal investigations included in the state monitoring policies attached under 10.2? Yes

10.13b. Closing Findings Procedures: If no, describe state procedures for permitting and cooperating with federal investigations.

10.14. Monitoring Procedures Performance Management Adjustment: Describe any adjustments the state made to monitoring procedures in this State Plan as compared to past plans? Any adjustment should be based on the state's analysis of past performance, and should consider feedback from eligible entities, OCS, and other sources, such as the public hearing. If the state is not making any adjustments, provide further detail.

- In response to the COVID-19 pandemic, Development adjusted the monitoring procedures. This was done to ensure the health and safety of CAA and Development staff. Development created a secure file upload feature within the State system that allowed CAAs to upload the required documentation to demonstrate meeting the organizational standards. CAAs were provided the CSBG Monitoring tool in advance of the final date to upload all required document. CAAs were encouraged to self-assess each standard and upload documentation utilizing the provided naming convention. Development staff then reviewed all of the documentation and performed a client file review. A draft version of the tool was shared with CAAs prior to the virtual exit interview. CAAs met with Development to discuss any standards that were not yet met, had an opportunity to ask questions and receive technical assistance. After the exit interview, Development then sent the final report. Development proposes to continue this remote monitoring process for future monitoring visits. On-site visits will be conducted when an agency requires additional training and technical assistance that can be better achieved via in person meetings.

SECTION 11: Eligible Entity Tripartite Board

11.1. Tripartite Board Verification: Verify which of the following measures are taken to ensure that the state verifies CSBG eligible entities are meeting Tripartite Board requirements under Section 676B(a)(2) of the CSBG Act.

- Attend Board meetings
- Organizational Standards Assessment
- Monitoring
- Review copies of Board meeting minutes
- Track Board vacancies/composition
- Other

- As needed, Development will provide training during eligible entities board meetings in consultation with Development's legal office.

11.2. Tripartite Board Updates: Provide how often the state requires eligible entities (which are not on TAPs or QIPs) to provide updates regarding their Tripartite Boards. This includes but is not limited to copies of meeting minutes, vacancy alerts, changes to bylaws, low-income member selection process, etc.

- Annually
- Semiannually
- Quarterly
- Monthly
- As It Occurs
- Other

- CAAs are required to submit a board roster with their biennial CSBG grant applications and provide Development with a revised board roster whenever changes occur.

11.3. Tripartite Board Representation Assurance: Describe how the states will verify that eligible entities have policies and procedures by which individuals or organizations can petition for adequate representation on an eligible entity's Tripartite Board as required by the assurance under Section 676(b)(10) of the CSBG Act.

- CAA Board Policies and Manuals (or by-laws) are reviewed every other year as part of full on-site reviews. Development also reviews each CAA board appointment letters and requests a roster of the Board of Directors be sent to Development whenever changes occur.

11.4. Tripartite Board Alternative Representation: Does the state permit public eligible entities to use, as an alternative to a Tripartite Board, "another mechanism specified by the state to assure decision-making and participation by low-income individuals in the development, planning, implementation, and evaluation of programs" as allowed under Section 676B(b)(2) of the CSBG Act?

No

11.4a. If yes, describe the mechanism used by public eligible entities as an alternative to a Tripartite Board.

SECTION 12: Individual and Community Income Eligibility Requirements

12.1. Required Income Eligibility: Provide the income eligibility threshold for services in the state.

- 125% of the HHS poverty line
- 200% of the HHS poverty line (fill in the threshold):
- Varies by eligible entity

12.1a. Describe any state policy and/or procedures for income eligibility, such as treatment of income and family/household composition.

- See attached CSBG Policy and Procedures Manual

12.3. Income Eligibility for General/Short Term Services: Describe how the state ensures eligible entities generally verify income eligibility for those services with limited intake procedures (where individual income verification is not possible or practical). An example of these services is emergency food assistance.

- Census tract data may be utilized to demonstrate the incidence of poverty in the community where the emergency service is being provided. Proxy eligibility determinations could be used for those with a card or identification showing they are receiving TANF or other government-provided social services, for example.

12.4. Community-targeted Services: Describe how the state ensures eligible entities' services target and benefit low-income communities for those services that provide a community-wide benefit (e.g., development of community assets/facilities, building partnerships with other organizations).

- In cases where a community-wide benefit is being provided, Development would require eligible entities to utilize census tract data or other relevant data to document the incidence of poverty in the target area.

SECTION 13: Results Oriented Management and Accountability (ROMA) System

13.1. Performance Measurement System: Identify the performance measurement system that the state and all eligible entities use, as required by Section 678E(a) of the CSBG Act and the assurance under Section 676(b)(12) of the CSBG Act.

- The Results Oriented Management and Accountability (ROMA) System
- Another performance management system that meets the requirements of Section 678E(b) of the CSBG Act
- An alternative system for measuring performance and results

13.1a. ROMA Description: If ROMA was chosen in Item 13.1, describe the state's written policies, procedures, or guidance documents on ROMA.

- See attached CSBG Policy and Procedure Manual

13.1b. Alternative System Description: If an alternative system was chosen in Item 13.1, describe the system the state will use for performance measurement.

13.2. Outcome Measures: Indicate and describe the outcome measures the state will use to measure eligible entity performance in promoting self-sufficiency, family stability, and community revitalization, as required under Section 676(b)(12) of the CSBG Act.

- CSBG National Performance Indicators (NPIs)
- NPIs and others
- Others

13.3. Eligible Entity Support: Describe how the state supports the eligible entities in using ROMA or an alternative performance management system.

- Development provides training and instruction on the Results-Oriented Management and Accountability (ROMA) system as part of each two-year grant application process. ROMA training is also available through The Ohio Association of Community Action Agencies' training and technical assistance grant with the Ohio Community Action Training Organization (OCATO). OCATO is the training affiliate of the Ohio Association of Community Action Agencies. OCATO has a certified ROMA Trainer on staff. There is currently one certified ROMA trainers among Ohio's eligible entities. There are currently 11 ROMA Certified Implementers.

13.4. Eligible Entity Use of Data: Describe how the state intends to validate that the eligible entities are using data to improve service delivery.

- Development reviews each CAAs CSBG grant application (Community Action Plan) and the community needs assessment. Each community needs assessment contains data on the territory being served. This data may include demographic information of the low-income population, needs assessed by the low-income and community and resources that are being provided by the CAA and other agencies within that community. By understanding the top needs within that community, Development Field Representatives can understand how the Community Action Plan is structured so programs are designed to meet those needs. Additionally, Development Field Representatives consult with local agencies on program outcomes and to what extent the outcomes suggest that changes should be made to the Community Action Plan. Such consultations may occur at the time CSBG grant applications are submitted, when program revisions are submitted to Development for review and approval, and when quarterly ROMA reporting is taking place.

Community Action Plans and Needs Assessments

13.5. Community Action Plan: Describe how the state will secure a Community Action Plan from each eligible entity, as a condition of receipt of CSBG funding by each entity, as required by Section 676(b)(11) of the CSBG Act.

- Development requires each CAA to submit a CSBG grant application every two years. This CSBG grant application is what Ohio considers the Community Action Plan. The grant application is amended, and a new approval process takes place when program areas or budget information is changed.

13.6. Community Needs Assessment: Describe how the state will assure that each eligible entity includes a community needs assessment for the community served (which may be coordinated with community needs assessments conducted by other programs) in each entity's Community Action Plan, as required by Section 676(b)(11) of the CSBG Act.

- Eligible entities are required to undertake a community needs assessment at least every three years and provide a summary of the current assessment to Development as part of its two-year CSBG application. It is also expected that community needs assessments will be updated if there are major changes in a service area that impact the needs of target populations. An example would be a loss of a major employer or a natural disaster.

SECTION 14: CSBG Programmatic Assurance and Information Narrative
(Section 676(b) of the CSBG Act)

14.1. Use of Funds Supporting Local Activities
CSBG Services

14.1a. 676(b)(1)(A) Describe how the state will assure “that funds made available through grant or allotment will be used –

- (A) to support activities that are designed to assist low-income families and individuals, including families and individuals receiving assistance under title IV of the Social Security Act, homeless families and individuals, migrant or seasonal farmworkers, and elderly low-income individuals and families, and a description of how such activities will enable the families and individuals—
 - (i) to remove obstacles and solve problems that block the achievement of self-sufficiency (particularly for families and individuals who are attempting to transition off a State program carried out under part A of title IV of the Social Security Act);
 - (ii) to secure and retain meaningful employment;
 - (iii) to attain an adequate education with particular attention toward improving literacy skills of the low-income families in the community, which may include family literacy initiatives;
 - (iv) to make better use of available income;
 - (v) to obtain and maintain adequate housing and a suitable living environment;
 - (vi) to obtain emergency assistance through loans, grants, or other means to meet immediate and urgent individual and family needs;
 - (vii) to achieve greater participation in the affairs of the communities involved, including the development of public and private grassroots partnerships with local law enforcement agencies, local housing authorities, private foundations, and other public and private partners to –
 - (I) document best practices based on successful grassroots intervention in urban areas, to develop methodologies for widespread replication; and
 - (II) strengthen and improve relationships with local law enforcement agencies, which may include participation in activities such as neighborhood or community policing efforts;
- Local coordination with social services delivery systems and the private sector is encouraged when planning and implementing programs. Eligible entities will submit applications and community services workplans specifically designed to implement the above assurances. Development staff will review the application for adherence to these assurances. At the State level, staff efforts to coordinate with other providers of social services to low-income Ohioans will continue and new opportunities will be explored.

Needs of Youth

14.1b. 676(b)(1)(B) Describe how the state will assure “that funds made available through grant or allotment will be used –

- (B) to address the needs of youth in low-income communities through youth

development programs that support the primary role of the family, give priority to the prevention of youth problems and crime, and promote increased community coordination and collaboration in meeting the needs of youth, and support development and expansion of innovative community-based youth development programs that have demonstrated success in preventing or reducing youth crime, such as--

- (i) programs for the establishment of violence-free zones that would involve youth development and intervention models (such as models involving youth mediation, youth mentoring, life skills training, job creation, and entrepreneurship programs); and
- (ii) after-school child care programs;

- CAA applications for the 2022-2023 CSBG program will include a place to indicate whether program(s) address the needs of youth in low-income communities. Quarterly ROMA reports also provide documentation. Partnerships may also provide documentation of programs to address the needs of youth in low-income communities.

Coordination of Other Programs

14.1c. 676(b)(1)(C) Describe how the state will assure “that funds made available through grant or allotment will be used –

- (C) to make more effective use of, and to coordinate with, other programs related to the purposes of this subtitle (including State welfare reform efforts)

- Local coordination with social services delivery systems and the private sector is encouraged and documented as eligible entities plan and operate programs. Coordination efforts are described in CSBG grant applications submitted to Development. The CSBG Advisory Committee has been expanded to include the Office of Workforce Development at the Ohio Department of Job and Family Services.

State Use of Discretionary Funds

14.2. 676(b)(2) Describe “how the State intends to use discretionary funds made available from the remainder of the grant or allotment described in section 675C(b) in accordance with this subtitle, including a description of how the State will support innovative community and neighborhood-based initiatives related to the purposes of this subtitle.”

Eligible Entity Service Delivery, Coordination, and Innovation

14.3. 676(b)(3) “Based on information provided by eligible entities in the State, a description of...”

Eligible Entity Service Delivery System

14.3a. 676(b)(3)(A) Describe “the service delivery system, for services provided or coordinated with funds made available through grants made under 675C(a), targeted to low-income individuals and families in communities within the State;”

- As part of the biennial application for CSBG funding, the State of Ohio requires all agencies

to submit a CSBG grant application (Community Action Plans) that detail services to be provided and budgeted expenses. Such plans may and do include projects and initiatives pertaining to coordination and innovative community-based initiatives. Agencies may also apply for T&TA funds for special projects in some cases.

- Designated CAAs are providing services on a stand-alone basis or in partnership with other local public and private entities in all 88 Ohio counties.

Eligible Entity Linkages – Approach to Filling Service Gaps

14.3b. 676(b)(3)(B) Describe “how linkages will be developed to fill identified gaps in the services, through the provision of information, referrals, case management, and follow-up consultations.”

Coordination of Eligible Entity Allocation 90 Percent Funds with Public/Private Resources

14.3c. 676(b)(3)(C) Describe how funds made available through grants made under 675C(a) will be coordinated with other public and private resources.”

Eligible Entity Innovative Community and Neighborhood Initiatives, Including Fatherhood/Parental Responsibility

14.3d. 676(b)(3)(D) Describe “how the local entity will use the funds [made available under 675C(a)] to support innovative community and neighborhood-based initiatives related to the purposes of this subtitle, which may include fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging parenting.”

- Each of Ohio’s designated eligible entities submits the above information for its service area as a part of the two-year CSBG grant application. Eligible entities will report in the revised annual report format, utilizing the national performance indicators and community level data.

Eligible Entity Emergency Food and Nutrition Services

14.4. 676(b)(4) Describe how the state will assure “that eligible entities in the State will provide, on an emergency basis, for the provision of such supplies and services, nutritious foods, and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals.”

- Development will continue to use the CSBG application which contains work plans for emergency and nutrition services. CAAs typically provide more nutrition-related services than any other type of assistance, except for emergency services. It is expected that this level of service will continue.

State and Eligible Entity Coordination/linkages and Workforce Innovation and Opportunity Act Employment and Training Activities

14.5. 676(b)(5) Describe how the state will assure “that the State and eligible entities in the State will coordinate, and establish linkages between, governmental and other social services programs to assure the effective delivery of such services, and [describe] how the State and the eligible entities will coordinate the provision of employment and training activities, as defined in section 3 of the Workforce Innovation and Opportunity Act, in the State and in communities with entities providing activities through statewide and local workforce development systems under such Act.”

- See section 9.1, 9.2, 9.3a, 9.4, 9.4a and 9.4b

State Coordination/Linkages and Low-income Home Energy Assistance

14.6. 676(b)(6) Provide “an assurance that the State will ensure coordination between antipoverty programs in each community in the State, and ensure, where appropriate, that emergency energy crisis intervention programs under title XXVI (relating to low- income home energy assistance) are conducted in such community.”

- See section 9.2 and 9.5

Federal Investigations

14.7. 676(b)(7) Provide “an assurance that the State will permit and cooperate with Federal investigations undertaken in accordance with section 678D.”

Funding Reduction or Termination

14.8. 676(b)(8) Provide “an assurance that any eligible entity in the State that received funding in the previous fiscal year through a community services block grant made under this subtitle will not have its funding terminated under this subtitle, or reduced below the proportional share of funding the entity received in the previous fiscal year unless, after providing notice and an opportunity for a hearing on the record, the State determines that cause exists for such termination or such reduction, subject to review by the Secretary as provided in section 678C(b).”

Coordination with Faith-based Organizations, Charitable Groups, Community Organizations

14.9. 676(b)(9) Describe how the state will assure “that the State and eligible entities in the State will, to the maximum extent possible, coordinate programs with and form partnerships with other organizations serving low-income residents of the communities and members of the groups served by the State, including religious organizations, charitable groups, and community organizations.”

Eligible Entity Tripartite Board Representation

14.10. 676(b)(10) Describe how “the State will require each eligible entity in the State to establish procedures under which a low-income individual, community

organization, or religious organization, or representative of low-income individuals that considers its organization, or low-income individuals, to be inadequately represented on the board (or other mechanism) of the eligible entity to petition for adequate representation.”

Eligible Entity Community Action Plans and Community Needs Assessments

14.11. 676(b)(11) Provide “an assurance that the State will secure from each eligible entity in the State, as a condition to receipt of funding by the entity through a community services block grant made under this subtitle for a program, a community action plan (which shall be submitted to the Secretary, at the request of the Secretary, with the State plan) that includes a community-needs assessment for the community served, which may be coordinated with community-needs assessments conducted for other programs.”

State and Eligible Entity Performance Measurement: ROMA or Alternate system

14.12. 676(b)(12) Provide “an assurance that the State and all eligible entities in the State will, not later than fiscal year 2001, participate in the Results Oriented Management and Accountability System, another performance measure system for which the Secretary facilitated development pursuant to section 678E(b), or an alternative system for measuring performance and results that meets the requirements of that section, and [describe] outcome measures to be used to measure eligible entity performance in promoting self-sufficiency, family stability, and community revitalization.

Validation for CSBG Eligible Entity Programmatic Narrative Sections

14.13. 676(b)(13) Provide “information describing how the State will carry out the assurances described in this section.”

By checking this box, the state CSBG authorized official is certifying the assurances set out above.