

BLOCK GRANT PROGRAM STATUS REPORT

January 1, 2023- June 30, 2023

Department: Community Based Services (DCBS)Block Grant: Community Services Block Grant (CSBG)

This report is submitted in compliance with KRS 45.357. This report on achievements may be compared to the Block Grant application currently on file with LRC.

Block Grant Manager:

DocuSigned by:

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Lesla Dennis
 Commissioner

7/28/2023

Date

1. FINANCES

| | Federal Funds | General Funds | Trust/Local Match | Total |
|----------------------------|-----------------|---------------|-------------------|-----------------|
| Annual Budget | \$19,417,165.83 | \$104,268.00 | \$0.00 | \$19,521,433.83 |
| Actual Expenditures | \$17,545,039.58 | \$90,346.86 | \$0.00 | \$17,635,386.44 |
| Encumbrances | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Available Balance | \$1,872,126.25 | \$13,921.14 | \$0.00 | \$1,886,047.39 |

CSBG funds are contracted out to Community Action Agencies to provide services. The annual budget amount was derived from the total amount of CSBG funds that were contracted out in SFY 23. DCBS had until 9/30/22 to complete spending of the CARES award received from CSBG. From the above annual budget listed, \$3,194,650.00 was the remaining CARES balance at the beginning of SFY 23 and of the expenditures, \$3,147,595.76 was spent from CARES funding.

2. RESULTS BUDGETED/ACHIEVED

| OBJECTIVES | ACHIEVEMENTS |
|---|--|
| 1. Provide, through contracts with 23 local Community Action Agencies (CAAs), needed services to clients whose income meets poverty guidelines on a statewide basis. | 1. DCBS implemented contracts with all twenty-three (23) CAAs, serving one hundred and twenty (120) counties of the Commonwealth, for provision of appropriate required services based on their approved plans and budgets. Some agencies had carryforward monies remaining from the previous SFY contract period that was put on their current SFY contract during the time period in question. |
| 2. Conduct an annual fiscal audit under auspices of the Cabinet for Health and Family Services with actual audits being conducted by certified public accountant firms and approved by DCBS-Division of Administration and Financial Management (DAFM). | 2. DAFM maintains contractual arrangements for personnel responsible for these duties. Audit records are maintained by DAFM. The clearinghouse website is monitored and has records of all the OMBA-133 audits conducted. |
| 3. Monitor CAAs for compliance with Standards of Performance as promulgated in Kentucky Administrative Regulation for Community Action Agencies and in accordance with plan and budget instructions and federal and state statutes. | 3. For the period of January 1, 2023 – June 30, 2023, thirteen (13) CAA CSBG contracts were monitored by Division of Administration and Financial Management (DAFM). All monitoring was conducted with on-site review and agencies monitored had no findings for non-compliance. |

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| <p>4. Monitor CAAs for compliance with the organizational standards as determined by the Office of Community Services and promulgated in the Kentucky Administrative Regulation in accordance with state and federal statutes.</p> | <p>4. The DCBS Division of Family Support and Community Action Kentucky perform organizational standard monitoring on-site reviews for each of the 23 local CAAs each fiscal year. Seven (7) of the twenty-three (23) agencies were monitored from January 1, 2023 – June 30, 2023. All monitoring was conducted with on-site review. Agencies monitored had no findings for non-compliance.</p> |
| <p>5. Obtain contract service reports to use for training and technical assistance.</p> | <p>5. Service and fiscal reports from each CAA are reviewed on a quarterly basis year-to-date. Community Action Kentucky (CAK) and DCBS maintain the data system and report as required to federal and state officials.</p> |
| <p>6. Provide training and technical assistance based on input from all contract agencies.</p> | <p>6. Community Action Kentucky (CAK) and DCBS provide training and technical assistance through different venues, including work sessions, annual conferences, and regional trainings. Trainers or consultants with expertise in their fields are often selected to facilitate these sessions.</p> <p>Community Action Kentucky held, in collaboration with DCBS, held the 2023 CSBG Spring Training Session on March 21 and 22, 2023. All twenty-three (23) CAAs were represented. The training included the following: 2023 Plan and Budget Proposal, Review Data Planning, Collection and Reporting Guide for CSBG Directors, and The New Way of Handling Referrals to your Agencies.</p> <p>CAK, in collaboration with DCBS, held the 2023 CAK Annual Conference on June 13 – June 15, 2023. All twenty-three CAAs were represented. The training topics included: Poverty Simulation, Community Partners: Building Relationships to Achieve Common Goals, Cyber Security, Science Process, Skills, Serving in a Distrusting World, Strategic Leadership for Non-Profit Executives, CASTINET, Conversation with Lexington Police Department, How to Cultivate Inclusion and Belonging in the workplace, Scope of Change and Retention, Leading with a Purpose, Partnering and Outsourcing IT (RMM), Workplace Violence Reduction, Employee Retention and Engagement Strategies, Mental Health First Aid, Advocating and communication with Elected Officials, FEMA DCM Updates, HUD Louisville Field Office About Resources, Moving People from Here to There, Affirmative Action/Threats of Violence, AI in Community Action, Future of Transportation Programs, Grant Writing, Creating Activities for the Aging Population, FMLA/ADA, Change Management in Community Action, Innovation in Delivering Safety Programs, and Sociology Lens: Inclusion: Connection and Respectful Communication.</p> |

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| | <p>CAK staff and DCBS conducted ongoing technical assistance and trainings for CAAs from January 1 through June 30, 2023. Through email, phone calls and on-site training, when requested.</p> <p>Formal training is not provided by DAFM contract compliance monitors; however, questions are answered at monitoring and some technical assistance is provided on issues of contract compliance when need by vendors.</p> |
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3. AUTHORIZED CHANGES (from the Block Grant Plan in Finances and/or Objectives)

On January 6, 2023, the Office of Community Services (OCS) released a notice regarding **the 200% Federal Poverty Line (FPL) Provision for CSBG Eligibility**. Per the Consolidated Appropriations Act, 2023 (P.L. 117-328) and section 673(2) of the CSBG Act, states may revise the poverty line not to exceed 125 percent of the official poverty line otherwise applicable under the CSBG Act by substituting "200 percent" for "125 percent" for CSBG and CARES funding during FFY 2022 (October 1, 2021 — September 30, 2022) and FFY 2023 (October 1, 2022 — September 30, 2023).

4. EVALUATION OF RESULTS

The Cabinet for Health and Family Services, Community Based Services (DCBS) has contracted with Community Action Kentucky (CAK), CAK subcontracts with the state's 23 Community Action Agencies to operate the CSBG Block Grant throughout the Commonwealth's 120 counties. The community action agencies have operated and delivered services in a manner that is consistent with the federal and state regulations and Cabinet policy. Annually, the program is reviewed for ways to improve services. Annually the CSBG program manual and budget and plan are updated, and appropriate staff are made aware of those changes.

Using a compliance monitoring instrument based on state statutes, contractual requirements, and minimum program and management standards, DCBS performed contract monitoring for thirteen (13) of the 23 CAAs from of January 1, 2023, through June 30, 2023.

DAFM based the federal award number on what was given in FFY 23. The time period for expenditures requested are based on SFY 23, January through June 30, 2023.

Monitoring for the CSBG organizational standards has been conducted onsite at seven (7) agencies of the 23 CAAs. Two (2) agencies had one standard missed, (Standard 8.9, the governing board annually approves an organization-wide budget) of the agencies monitored for SFY 23. There are no corrective action plans.

Implementation of uniform service definitions and a client service report/evaluation document have enabled Kentucky to compile service statistics consistent with both federal and state laws. Use of the data, as compiled by each of the CAAs on a monthly basis, enables the individual agencies to better evaluate their services and to develop plans for service delivery.

5. ALTERNATIVES FOR IMPROVED SERVICE DELIVERY

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Improved service delivery is continually sought primarily through ongoing training and technical assistance provided and planned for CAA staff. Contract requirements include a mandate for local CAA coordination with DCBS and other area service providers in order to avoid duplication of services.

Additionally, CAA Boards are responsible for an ongoing process to evaluate local needs and assure that needs are met with the block grant funding.