

BLOCK GRANT PROGRAM STATUS REPORT

January 31, 2018 – June 30, 2018

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: 
Eric T. Clark, Commissioner

8-2-18
Date

1. FINANCES	Federal Funds	General Funds	Trust/Local Match	Total
CSBG Annual Budget	\$12,011,593.00	\$104,268.00	\$0.00	\$12,115,861.00
CSBG Actual Expenditures	\$5,519,665.37	\$17,508.00	\$0.00	\$5,537,173.37
CSBG Encumbrances	\$0.00	\$0.00	\$0.00	\$0.00
CSBG Available Balance	\$0.00	\$0.00	\$0.00	\$0.00

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 23 CAAs, serving 120 counties of the Commonwealth, for provision of appropriate required services based on their approved plans and budgets.
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.
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. Contract monitoring for all sub-recipient activities is performed at the department level by DAFM. Monitoring is conducted on the calendar year. Each agency is monitored at least once every three years. For the period January 1, 2018, through June 30, 2018, seventeen agencies were monitored. Twelve of the agencies monitored during this report's timeframe had no findings of noncompliance. Five agencies had non-compliance issues and were required to submit a corrective action plan. Four corrective action plans have been approved and one is still pending.

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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. Annual onsite reviews are conducted by the DCBS Division of Family Support and Community Action Kentucky (CAK), in collaboration with certified Results Oriented Management and Accountability (ROMA) trainers. Agencies are required to be monitored annually, either onsite or via desk audit. All 23 agencies have been monitored for the 2017-2018 fiscal year. Any deficiencies found did not warrant a Technical Assistance Plan (TAP).</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. Information is maintained on the DCBS data system and reported 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. CAK provides training and technical assistance through different venues, including work sessions, annual conference, and regional trainings. Trainers or consultants with expertise in their fields are often selected to facilitate these sessions.</p> <p>CAK conducted their Annual Spring Training Session on March 27 & 28, 2018. Jackie Orr, NASCSP, provided training regarding Module 3 and Module 4 of the new CSBG Annual Report. There were 50 participants, which included staff from all twenty-three CAAs and from DCBS.</p> <p>During the past six months, staff from CAK and several agencies attended the ROMA Continuing Education Training, NASCSP Winter Conference, 2018 Management and Leadership Training Conference, and the CAPLAW conference. Staff were provided updates regarding the CSBG Annual Report, Customer Satisfaction Survey, Creating a Theory of Change, and ROMA Next Generation.</p>

3. AUTHORIZED CHANGES (from the Block Grant Plan in Finances and/or Objectives)

The federal Office of Community Services (OCS) developed and implemented 58 organizational standards to improve accountability and performance management of the Community Action Agencies. States have the authority and responsibility for effective oversight of entities that receive CSBG funds. Kentucky is required to establish and report on organizational standards to OCS. Due to this new requirement, CSBG Information Memorandum Transmittal No. 138 was incorporated into the state administrative regulation, 922 KAR 6:010, Standards for community action agencies, adopted March 3, 2017.

The total appropriation of CSBG Federal Fiscal Year (FFY) funds for 2018 was \$12,011,593.00 in Federal Funds and \$104,268 in State General Funds. Therefore, the total 2018 annual budget (Federal and State General Fund) was \$12,115,861.00.

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4. EVALUATION OF RESULTS

Using a compliance monitoring instrument based on state statutes, contractual requirements, minimum program and management standards, DCBS performed contract monitoring of 17 of the 23 CAAs from January 1, 2018 through June 30, 2018. Five agencies had non-compliance issues and were required to submit a corrective action plan. Four corrective action plans have been approved and one is still pending.

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 develop plans for service delivery.

5. ALTERNATIVES FOR IMPROVED SERVICE DELIVERY

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.