

April 2020 PLC:

2020 CBCAP Formula Grant Application & Impacts of the Current Crisis on CBCAP

April 8, 2020



COLLABORATIONS

SPECIAL POPULATIONS

OUTCOME EVALUATION

INNOVATIVE PROGRAMS

SUCCESS STORIES

FRIENDSNRC.ORG

2017

CBCAP State Report Summary of Exemplary Practices

Prevention: Leading the Way...Sharing the Journey

<https://test.friendsnrc.org/2017-cbcap-state-reports-summary>

Question 1

Based on information submitted in your CBCAP report, what type of information would you find most useful to know from other states?



Question 2

What type of format would be most helpful? Web-based, print, etc.



Question 3

What other information would you like to know?





Community-Based Child Abuse Prevention Formula Grant

Discussion on 2020 CBCAP Program Instruction

*Julie Fliss & Sharon McKinley
CBCAP Federal Project Officers
April 8, 2020*

Objectives

During this PLC, we plan to:

- Review and provide guidance on application requirements, to include assurances, forms and certifications
- Discuss resources to compile the application information and the submission process
- Answer questions and provide clarification to CBCAP lead agencies

CAPTA Requirement

Sec. 204. APPLICATION. [42 U.S.C. 5116d]

A grant may not be made to a State under this title unless an application therefore is submitted by the State to the Secretary and such application contains the types of information specified by the Secretary as essential to carrying out the provisions of section 202, including—

Application Timeframes



Forms, Assurances, and Certifications

The following information must be included as part of the state's CBCAP application in order to determine eligibility for funding:

- Submission Letter
- Lead Agency Identifying Information
- Governor Documentation and Assurances
 - Lead Agency Designation
 - Governor's Assurances
- Lead Agency Assurances
- Leveraged Claim Form
- Budget

Submission Letter

- Addressed to:
Elizabeth Darling
Commissioner
Administration on Children, Youth and Families
330 C Street SW, 3rd Floor, Room 3044
Washington, D.C. 20201
- Signed by an appropriate official of the CBCAP
lead agency designated by the Governor

Pages 11-12 of the PI

Lead Agency Identifying Information

(Profile information in Portal)

- The name and mailing address of the lead agency
- The lead agency's Employer Identification Number (EIN) and Data Universal Numbering System (DUNS) number
- The name, telephone number and e-mail of the program specialist responsible for the CBCAP grant program
- The name, telephone number and email of the fiscal agent responsible for the CBCAP grant program

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Governor Documentation and Assurances

- Lead Agency Designation Letter
 - Must submit a new Governor’s letter each year
 - Written on the Governor’s letterhead
 - Designates the lead agency to receive the funds
 - Include a statement: “the [lead agency] was designated only after giving full and equal consideration to the capacity and expertise of all entities desiring to be the lead agency.”
 - Signed by the Governor
- Signed Governor’s Assurances Statement

Pages 12-14 & Attachment 3 of the PI

Governor's Assurance Statement

(Attachment 3)

2020 CBCAP Program Instruction_FINAL03.12.2020.pdf - Adobe Acrobat Reader DC

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Home Tools Document

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ATTACHMENT 3: Governor's Assurance Statement

**COMMUNITY-BASED GRANTS FOR THE PREVENTION OF
CHILD ABUSE AND NEGLECT PROGRAM
(TITLE II OF THE CAPTA AMENDMENTS OF 2010 (P.L. 111-320))**

GOVERNOR'S ASSURANCE STATEMENT

As Governor of the state of _____, I am providing the following assurance that I have designated to be the lead agency, administer the funds, and assume the obligations imposed by the terms and conditions of the Community-Based Grants for the Prevention of Child Abuse and Neglect award. I further assure that the lead agency will provide or will be responsible for providing--

(A) Community-based child abuse and neglect prevention programs and activities designed to strengthen and support families to prevent child abuse and neglect composed of local, collaborative, public-private partnerships directed by interdisciplinary structures with balanced representation from private and public sector members, parents, and public and private nonprofit service providers and individuals and organizations experienced in working in partnership with families with children with disabilities.

(B) Direction to an interdisciplinary, collaborative, public-private structure with balanced representation from private and public sector members, parents, and public sector and private nonprofit sector service providers:

11:25 AM
4/6/2020

Lead Agency Assurances

- The assurance statement must be signed by an authorized official of the agency designated by the Governor to act for the State in administering the CBCAP funds and assuming the obligations imposed by the terms and conditions of the grant award and assuming the obligations imposed by the terms and conditions of the grant award

Page 14-15 and Attachment 4 of the PI

Lead Agency Assurances

(Attachment 4)

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ATTACHMENT 4: State Lead Agency Assurance Statement

COMMUNITY-BASED GRANTS FOR THE PREVENTION OF CHILD ABUSE AND NEGLECT PROGRAM (TITLE II OF THE CAPTA AMENDMENTS OF 2010 (P.L. 111-320))	
<u>STATE LEAD AGENCY ASSURANCE STATEMENT</u>	
STATE:	LEAD AGENCY:

On behalf of the above named agency, which has been designated by the Governor of the state to be the lead agency responsible to administer the funds and assume the obligations imposed by the terms and conditions under the Community-Based Grants for the Prevention of Child Abuse and Neglect award, the following assurances are provided:

(A) A description of the inventory of current unmet needs and current community-based and prevention-focused programs and activities to prevent child abuse and neglect, and other family resource services operating in the state, will be included with the Annual Performance

11:24 AM 4/6/2020

Leveraged Claim Form

- In order for a State to document funds claimed as leveraged funds, the application must contain a completed copy of the Leveraged Funds Worksheet, which includes:
 - an itemization of the funds being claimed; and
 - an assurance statement that is to be signed by the responsible lead agency administrator and fiscal authority for the lead agency verifying the authenticity of the submitted claim

Page 15-16 & Attachment 7 of the PI

Leveraged Claim Form (Attachment 5)

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ATTACHMENT 5: Leveraged Funds Worksheet with Example Worksheet and Guidance for Differentiation Between Leveraged and Match Funds

LEVERAGED FUNDS WORKSHEET for FY 2020 APPLICATION

STATE: _____ LEAD AGENCY: _____

AMOUNT OF CLAIM	DATE(S) FUNDS WERE RECEIVED AND BUDGETED BY LEAD AGENCY	SOURCE OF FUNDS BEING CLAIMED	PURPOSE FOR WHICH FUNDS WERE BUDGETED AND SPENT
\$			

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4/6/2020

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INCENTIVE CLAIM ASSURANCE: All amounts figured into this claim are non-federal monies that have been leveraged by the state, directed through the CBCAP lead agency submitting the application, and budgeted and spent in FY 2019 (i.e., 10/1/18 – 9/30/19) to support community-based and prevention-focused programs and activities designed to strengthen and support families to prevent child abuse and neglect, as defined in the law, that coordinate resources among a range of existing public and private organizations for the purposes defined under this Title. No funds claimed here have been claimed to leverage any other source of federal funds. State and non-federal funds that are being used to meet the maintenance of effort, match or other cost-sharing requirements for other federal funding are not eligible to be claimed.

TOTAL CLAIM	PREPARED BY: (Fiscal Agent)	(Date)
	SUBMITTED BY: (Lead Agency Authority)	(Date)

OMB Control # 0970-0155 (Expires 03/31/2021)

8.50 x 11.00 in

12:17 PM
4/7/2020

Leveraged Claim Form (cont.)

- Funds claimed as leveraged funds may include any funds that were:
 - Leveraged by the state from private, state, or other non-federal sources during FFY2019 (October 1, 2018 – September 30, 2019)
 - Directed through the CBCAP lead agency for FFY2019; and
 - Budgeted and spent during FY2019 for use in supporting community-based child abuse and neglect prevention programs and activities

Page 15-16 & Attachment 5 of the PI

Budget

- Format budget to clearly display line-item expenditures for both Federal and non-federal funds
- Must include 20% Cash Match (state or private funds)
 - determined based on the population-only portion of the formula (*Attachment 2*)
- Must include funds for at least one staff member to attend a 2-5 day Federal Mandatory CBCAP Grantees Meeting
- Up to 20% of available funds may be budgeted for administrative purposes

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Budget – Tentative Population Allocation

(Attachment 2)

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ALABAMA	\$ 523,466	MONTANA	\$ 200,000
ALASKA	\$ 200,000	NEBRASKA	\$ 200,000
AMERICAN SAMOA	\$ 200,000	NEVADA	\$ 330,935
ARIZONA	\$ 788,992	NEW HAMPSHIRE	\$ 200,000
ARKANSAS	\$ 337,748	NEW JERSEY	\$ 938,363
CALIFORNIA	\$4,318,007	NEW MEXICO	\$ 200,000
COLORADO	\$ 607,711	NEW YORK	\$1,953,969
CONNECTICUT	\$ 353,124	NORTH CAROLINA	\$1,105,033
DELAWARE	\$ 200,000	NORTH DAKOTA	\$ 200,000
DC	\$ 200,000	N. MARIANA ISLANDS	\$ 200,000
FLORIDA	\$2,031,290	OHIO	\$1,245,612
GEORGIA	\$1,203,549	OKLAHOMA	\$ 459,141
GUAM	\$ 200,000	OREGON	\$ 419,587
HAWAII	\$ 200,000	PENNSYLVANIA	\$1,272,311
IDAHO	\$ 200,000	PUERTO RICO	\$ 285,312
ILLINOIS	\$1,372,387	RHODE ISLAND	\$ 200,000
INDIANA	\$ 753,196	SOUTH CAROLINA	\$ 531,202
IOWA	\$ 350,998	SOUTH DAKOTA	\$ 200,000
KANSAS	\$ 339,083	TENNESSEE	\$ 723,460
KENTUCKY	\$ 484,555	TEXAS	\$3,553,415
LOUISIANA	\$ 526,385	UTAH	\$ 447,875
MAINE	\$ 200,000	VERMONT	\$ 200,000
MARYLAND	\$ 643,693	VIRGINIA	\$ 898,088
MASSACHUSETTS	\$ 656,522	VIRGIN ISLANDS	\$ 200,000
MICHIGAN	\$1,039,722	WASHINGTON	\$ 798,900
MINNESOTA	\$ 625,665	WEST VIRGINIA	\$ 200,000
MISSISSIPPI	\$ 339,170	WISCONSIN	\$ 612,931
MISSOURI	\$ 661,312	WYOMING	\$ 200,000

11:32 AM
4/6/2020

Certifications

- Certification Regarding Lobbying and Disclosure of Lobbying Activities Forms (if applicable)

Page 22 and Attachment 2 (c) of the PI

https://www.acf.hhs.gov/sites/default/files/ocs/certification_regarding_lobbying_.pdf

https://www.acf.hhs.gov/sites/default/files/orr/disclosure_of_lobbying_activities_sf_III.pdf

Description of the CBCAP Lead Agency's Leadership Role in State Prevention Activities

- This section describes the role of the lead agency and how it will lead the child maltreatment prevention activities in the state, to include:
 - interdisciplinary, collaborative, and public-private structure, including its representation from private and public sector parents and service providers
 - how community-based child abuse and neglect prevention programs and activities will be integrated into a developing continuum

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Actions to Advocate for Systemic Change

- A description of the actions that the CBCAP lead agency will take to advocate systemic changes in state policies, practices, procedures and regulations to improve the delivery of community-based child abuse and neglect prevention programs and activities.
- Explain how the states plans to continue or to begin conducting prevention planning efforts and how these efforts will be integrated with other strategic planning efforts in child welfare, early childhood, or other related systems.

Pages 17 & Attachment 7 of the PI

Collaboration and Coordination

- Describe the extent and nature of the CBCAP lead agency's existing and/or future partnerships and collaborations with other Federal, State, local, or private efforts and how they intersect with the State's child maltreatment prevention programs and activities.
- Highlight how the CBCAP lead agency's work may be anchored and connected to established prevention and promotion activities in public health or other human services.
- The report should include information about strength of the collaborations and coordination efforts, the nature and quality of those relationships and what other impacts these connections and partnerships have made.

Page 17 & Attachment 7 of the PI

Needs Assessment and Criteria for Funded Programs

- Describe how the current inventory of unmet needs and the current array of community-based child abuse and neglect prevention programs and activities will be used to inform the criteria for funding new programs and activities for the upcoming year.
- Describe the criteria that the lead agency will use to develop, or select and fund evidence-informed or evidence-based community-based child abuse and neglect prevention programs and activities designed to strengthen and support families to prevent child abuse and neglect; (section 204(7)).
- This can be met by including the State's announcement of the priority for local grant awards or request for proposals (or other process, as applicable).

Outreach Activities for Special Populations

Describe outreach activities that the CBCAP lead agency and the community-based and prevention-focused programs and activities will undertake to maximize the participation of:

- Parents,
- racial and ethnic minorities,
- children and adults with disabilities,
- homeless families and those at-risk of becoming homeless,
- unaccompanied homeless youth,
- adult former victims of abuse and neglect or domestic violence,
and
- members of other underserved or underrepresented groups
(i.e., fathers)

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Plans for Parent Leadership and Family Involvement

- Describe how the CBCAP lead agency will implement activities and training to enhance parent participation and leadership.
- Include information on how parents will be involved in funded programs, including:
 - planning,
 - implementation and
 - evaluation.

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Plan for Support, Training, Technical Assistance and Evaluation Assistance

- Describe the State's plan for providing operational support, training, technical assistance and evaluation assistance to community-based, prevention-focused programs.
 - Examples may include training or support related to cultural competence, promotion of strong families, evaluation plans, implementing and sustaining evidence-based or evidence-informed programs and practices.

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Evaluation Plans

- Describe how the CBCAP lead agency's activities, and those of the network and its members (where appropriate), will be evaluated.
- Describe the State's overall evaluation plan and approach that will be used to demonstrate the effectiveness of activities conducted, to include outcomes of monitoring and results of the evaluation.
- Develop evaluation plans that incorporate a continuum of evaluation approaches including quantitative and qualitative data collection methods. This can include a peer review process.

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Evaluation Plans (cont'd.)

- Include plans for reporting requirements regarding the percentage of total CBCAP funding used to support evidence-based (EBP) and evidence-informed programs (EIP) and practices, to include infrastructure costs.
- States that use CBCAP funds for network support/development are strongly advised to develop strategies and methods to evaluate the effectiveness of their network and its activities, as well as their funded programs.

Page 19 of the PI & Attachment 1 (logic model)

Plan for Child Abuse Prevention Month and Public Awareness Activities

- Describe of activities the CBCAP lead agency will coordinate or participate in, and the network's role in the promotion and observance of the upcoming Child Abuse Prevention Month during April

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Areas for Technical Assistance

- Describe any important contextual factors that may impact the ability of the CBCAP lead agency to implement their proposed plans for the upcoming year.

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Application Submission

- Deadline for Applications is June 5, 2050
- Applications must be emailed to CBCAP@acf.hhs.gov with a cc to your state's Regional Office Program Manager (see attachment 8)

CBCAP Application—Resources

- Compilation Resources
 - Web-based Portal
 - Word Document Template (attached)
 - Word Document Assurances
- If you have questions while writing the application, please contact your FRIENDS TTA Coordinator or FPO.

Questions/Comments

Julie Fliss

202-205-8879

Julie.Fliss@acf.hhs.gov

Sharon McKinley

(202) 475-2465

Sharon.McKinley@acf.hhs.gov



What are some of the ways that your jurisdictions are working to address the impact of the current situation on families?

How has your agency or funded programs had to alter operations to continue offering support and services to families?

**Other
questions?**



Please take a moment to fill out our short evaluation.

Your participation in the evaluation will help us to improve our future services to prevention programs.

Click this link to be taken directly to the survey:

<https://tinyurl.com/PeerLearningCalls>