

**Department of State
Community Services Block Grant**



**REPORT to the GOVERNOR
and
LEGISLATURE**

Federal Fiscal Year 2008

**Lorraine A. Cortés-Vázquez
Secretary of State**




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DEPARTMENT OF STATE
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DATE: January 21, 2009

TO: The Honorable David A. Paterson, Governor, and Members of the
New York State Legislature

FROM: Lorraine A. Cortés-Vázquez, Secretary of State 

I am pleased to submit to you the Community Services Block Grant [CSBG] Annual Report for Federal Fiscal Year 2008, October 1, 2007 - September 30, 2008. This program is administered and regulated by the Division of Community Services within the Department of State. This Report contains information concerning the impact of services and activities designed to combat poverty across New York State,

During the past year, CSBG grantees, comprised of New York State's 52 Community Action Agencies (CAA) and/or Community Action Programs (CAP), an organization that serves migrants, farm workers, and 4 Indian Tribes/Tribal organizations, reached out across their communities to provide assistance to those individuals facing such problems as eviction, hunger, unemployment, illness, teen pregnancy, gang violence and substance abuse addictions. CAAs and CAPs are often the agencies of last resort; yet the scope of intervention is broad, as this Report illustrates.

After attending the Regional Economic Security Cabinet Town Hall Meetings, and convening with the 15-member CSBG Grantee Task Force, it became apparent that the economic downturn would impose additional financial stressors on New York's middle class and those living below the poverty line. Grantee accomplishments, coupled with DCS' innovative strategies as detailed in this Report, reaffirms our commitment to continue taking active steps that move families from poverty to self-sufficiency.



Community Services Block Grant
Report to the Governor and Legislature

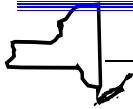
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COMMUNITY SERVICES BLOCK GRANT

Report to the Governor and Legislature

CSBG is a federally-funded anti-poverty program designed to have a measurable and potentially major impact on the causes of poverty in communities. Through a network of 52 CSBG grantees, and 4 Native American organizations, a range of services is provided to meet the needs of low-income New Yorkers in all 62 counties of New York State. Local assessments of customers, the community, and grantees, help determine resources available and needs to be addressed. DOS/DCS provides direction and support to local agencies to ensure that comprehensive services are provided as necessary.

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Please contact B. Goldstein, CCAP, for additional information at 518-474-5741,
or via internet at <http://www.dos.state.ny.us/dcs>.



Executive Summary

Now more than ever, for the economic health of the state, coordination between CSBG and related programs is critical. The federal Community Services Block Grant [CSBG] provides the resources and technical support that local agencies need to stabilize families, increase self-sufficiency, and revitalize communities. The CSBG network of local agencies [grantees] pursue their mission to fight poverty through strategic utilization of CSBG funds; being held accountable by the Division of Community Services [DCS] as well as the communities they represent.

During this past year, 52 grant-funded agencies reported that CSBG funds enabled 38 agencies to provide emergency food, clothing, and shelter, and over 38,000 persons received food or direct food assistance, helping stabilize their families. Moreover, grantees reported that over 4,200 persons obtained pre-employment skills or attained a certificate or diploma, increasing their employment opportunities. Over 37,000 persons received health care services for themselves or a family member.

At a recent forum sponsored by the United Way: *The Economic Storm; Challenges and Opportunities*, several panelists stated that these austere economic times will not only plunge middle class families below the poverty line, but will also create a new tier of poor people that presently dwell in the abyss of poverty. These individuals will experience immense destitution as a result of the dramatic increase in unemployment, cuts in human services provided by governmental agencies and charitable organizations, and the soaring cost of food, clothing, and shelter.

New York State ranks 11th highest in terms of poverty rate among all states. The unemployment rate rose to 5.7% in October and continues to increase. Last year, this rate was under 5%. Children have also been deeply affected by the economic downturn; over 19% of New York's children live in poverty.

During the past fiscal year, our Division of Community Services, the office within the Department of State which administers CSBG, was tasked with assessing the prevalence of poverty within households throughout New York State as well as searching and devising new cost-effective strategies to address impoverishment in urban, suburban, and rural areas. Statistics indicate that poverty touches the lives of over 2.75 million New Yorkers whose income puts them below the national poverty level of \$21,200. This year, the poverty rate in New York State rose to 14.7% but these figures were compiled prior to the most recent economic downturn.

Recognizing that we must stem the tide of citizens slipping further into poverty, our office developed a new funding strategy to assist most of the Community Action Agencies to continue to deliver vital services. Utilizing the Governor's 4 priorities to address this problem as prescribed by the Economic Security Cabinet, we redistributed funds to grantees to address *At-Risk Youth, Healthy Families, Early Childhood Education and the Promotion of Workforce Development*. Coupled with participation in OTDA's [Office of Temporary and Disability Assistance] promotion of Family Benefits Access, our office began a trend of targeting specific areas that would impact economic decline in homes throughout the state. Along with Economic Security Cabinet members from several state agencies, we traveled throughout the state and served as a panelist at several Town Hall meetings where we heard first hand of the dilemma families, community agencies, local governments, and youth are experiencing daily.

CSBG is a network consisting of 52 funded Community Action Agencies [CAAs] and Community Action Programs [CAPs], that reaches all counties in New York State and also provides CSBG funding to the statewide agency serving migrants and farmworkers, and 4 Indian tribes/Tribal organizations.

Programs operated by CSBG grantees affect all aspects of NYS poor, from child care and food pantries to direct assistance to the homeless, employment and training, and such innovations as home appliance loans and improvements to medical services programs in rural areas. The long standing concept that the poor maintain a sense of self-helplessness has motivated several states to implement new treatment modalities to alleviate poverty.

In 2007, I, as the Secretary of State, was appointed to the Governor's Economic Security Cabinet, which brings together over 20 state agencies that concentrate on the educational and employment needs of working families, including those families who are at-risk of falling through the safety net into poverty.

It is our intention, as active members of the Economic Security Cabinet, to introduce to the Cabinet the idea of formulating a Task Force that focuses on creating a stronger and more definitive state policy on how to combat poverty. This can be achieved by partnering with the CAAs to examine the state's present condition and recommend new and innovative programs that can address the needs of the poor by concentrating on the individual. It is imperative, as responsible state officials, to explore all initiatives that will effect generations to come by breaking the cyclical nature of poverty.

There is a national trend towards proactive intervention on an individual basis to utilize strategies that build self-esteem through fiscal management and saving programs, realistic goal setting, and training in non-traditional employment. This paradigm shift in how states combat poverty places emphasis on the individual to identify and utilize their resources to become upwardly mobile in our society and sustain a favorable economic status. Therefore, NYS must re-examine present policies and consider adopting policies that focus on the individuals' development

Recommendations

According to New York State Law Article 6D, §159-I:

Report of the Secretary.... the report shall include ... any recommendation for changes which the Secretary of State deems necessary for the effective administration of the program.

DOS/DCS remains committed to maintaining our mission and goals, which are aligned with the federal mandate. DCS will continue to coordinate with the goals of the Governor's Economic Security Cabinet, concentrating on reducing the number of families in poverty and preventing others from slipping into poverty.

Poverty has deepened in New York State, as the housing market constricts, unemployment rises, and hunger increases among old and young alike. Response is essential and should be swift to prevent additional families from falling into poverty. Recognizing that during the last fiscal year, DCS formulated a Task Force comprised of representatives of grantees across the state who assisted our office in outlining the design of the distribution of discretionary funds. The Task Force adopted the 4 priority areas in alignment with the Governor's Economic Security Cabinet which focuses on measuring outcomes to better assess the impact on poverty.

This is an ongoing working group that will do the following:

- 1) Evaluate success in the program initiatives that were established by the 4 funded priority areas.
- 2) The Task Force will replicate those models with other CSBG/CAA guidelines.
- 3) Identify policy areas that may present barriers to accessing services or participation in programs geared to enhance economic sustainability .
- 4) Recommend modifications to the policies that address those present barriers.

Recommendation #1: that DCS should continue its targeted funding to create or enhance activities in the 4 priority areas, utilizing the discretionary funding that includes: focusing on at-risk youth, fostering healthy families, supporting early childhood development, and promoting workforce development. Such innovations can close the gap among those whose income and circumstances places them at the greatest disadvantage. Move this to above the 4 items, so that it references the 4 priority areas.

Recommendation #2: The Economic Security Cabinet convene a workgroup that partners with CAAs to examine the state's present condition and present new initiatives that will formulate NYS enhanced policy on combating poverty.



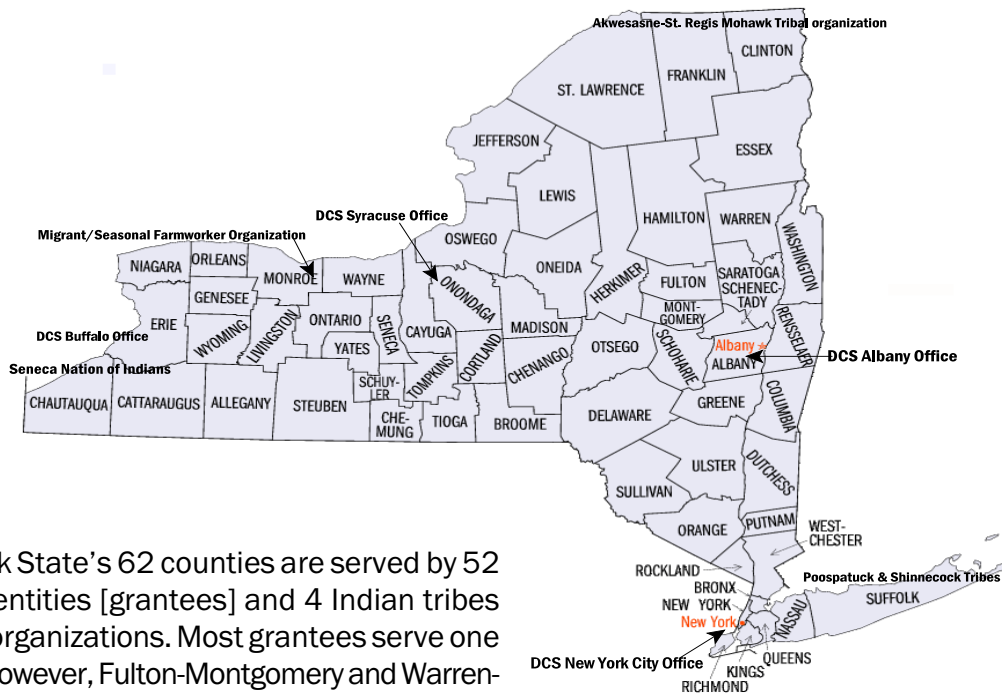
CSBG in New York State

Program Administration

The New York State Department of State [DOS] is designated by the Governor and authorized by the New York State Legislature as the agency to administer the Community Services Block Grant [CSBG]. CSBG is administered in accordance with applicable federal and state statutes, regulations, policies, and informational memorandæ.

Mission: To work in partnership with the community services network, federal, state and local governments and community-based organizations, to effectively carry out the purposes, goals, and assurances of the Community Services Block Grant.

New York State CSBG Network



New York State’s 62 counties are served by 52 eligible entities [grantees] and 4 Indian tribes / Tribal organizations. Most grantees serve one county; however, Fulton-Montgomery and Warren-Hamilton were originally designated to serve 2 counties, and still do. The following were designated by New York State to serve a contiguous county: Cayuga [Seneca], Chemung [Schuyler], Monroe [Ontario], Oneida [Herkimer], Orleans [Genesee], and Steuben [Yates]. In Westchester and Orange Counties, 2 agencies each serve one county.

Two grantees are public agencies: In New York City, the Division of Youth and Community Development [DYCD] is a public agency that administers CSBG in all 5 boroughs [counties] of the city, through over 215 community-based organizations.

Livingston County also supports a public entity that delegates its service delivery to several local community organizations.

The agency serving migrants and seasonal farmworkers is headquartered in the City of Rochester, Monroe County with regional sites located in rural areas.

[Rural Opportunities, Inc.; effective in FFY 09, the agency name is changed to PathStone, Inc.]

Four tribes/tribal organizations receive CSBG funding: Seneca Nation in Erie /Cattaraugus Counties; Mohawk Indian Housing Corp of the St. Regis Mohawk - Akwesasne Reservation-Franklin/St. Lawrence Counties; and the Shinnecock and Poospatuck tribes-Suffolk County.

DCS administrative offices are located in Albany, Buffalo, New York City, and Syracuse.

Division of Community Services

The DOS-Division of Community Services [DCS] directly manages CSBG, its funding, and operation.

Central administrative offices are located in Albany and New York City, as are DOS Support Services such as Fiscal/Contract Administration, Legal Services, Information Technology and general administrative functions. DCS regional offices are located in Buffalo, New York City, and Syracuse, where staff conduct program monitoring, mandated by federal legislation governing CSBG.

DCS provides direction and support for local development and implementation of comprehensive, integrated services in accordance with the mission of CSBG and in compliance with applicable state and federal statutes and regulations. The planning, implementation, and evaluation processes and procedures for CSBG are guided by the principles of Results-Oriented Management and Accountability [ROMA]. DCS staff uses a data collection system developed to ensure accurate reporting of program outcomes to state and national entities.

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CSBG Advisory Council

The CSBG Advisory Council was created to fulfill the mandate of Chapter 884, of NY State Laws of 1982. In 1997, Part 701 was added to Title 19 of the New York Code of Rules and Regulations through adoption of a new rule pursuant to provisions of the State Administrative Procedure Act [SAPA]. The stated purpose for rule-making was to recognize the existing council and provide for membership to be a number certain of twenty [20]. In compliance with this statute, the Council includes representation from local government, private nonprofit providers, and the public. Ten members are appointed by the Governor, five by the president pro-tempore of the Senate, and five by the speaker of the Assembly. Part 701 creates the CSBG Advisory Council in DOS, establishes the number of members, and reiterates the percentage of appointments by each official, as described above. Council duties include... *(a) to assist low-income persons to overcome the barriers of poverty. This may include providing services to individuals or performing activities intended to achieve institutional change; (b) to consult with the Secretary of State in the preparation of reports, and development of applications and the CSBG plan; (c) to advise the Secretary of State on strategies and activities to achieve these goals by either responding to actions proposed by the Secretary or suggesting new initiatives to the Secretary.* The Council also adopts and amends its bylaws to address matters related to its duties and functions.

Council Activities

The Council met 3 times during FFY 08.

During 2008, DOS reorganized several priorities of DCS. As part of the reorganization, a portion of CSBG funds were targeted to 4 priority areas that would result in outcomes which better serve the low-income population of New York State. These priority areas were presented to the Council, with an invitation to become part of a DCS-sponsored task force charged with assisting in the design and implementation of the initiative as well as discuss ways to measure impact.

All members present at the May meeting volunteered to serve, and in addition, to ensure equity statewide, additional directors were asked to represent 3 additional areas within the state. The task force provided valuable input that positively impacted the development of the Notice of Funding Availability [NOFA] and the measurement tools that were ultimately agreed upon.

Meeting minutes are on file at the Department of State.

CSBG Program Assurances

Range of Services and Activities § 676A (a)(1)(A)-B), (4)

Program assurances are specified in of §676A (a)(1)(A)-(B),(4) of the CSBG Act. Information on the following pages describes grantee response to local conditions. It corresponds to Results-Oriented Management and Accountability [ROMA], a mandate which is part of the system designed to collect and report outcomes.

-
- (A) to support activities that are designed to assist low-income families and individuals, including families and individuals receiving assistance under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.), 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 (including self-sufficiency 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 communities involved, which may include carrying out 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 family and individual needs; and**
 - (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**
- (II) strengthen and improve relationships with local law enforcement agencies, which may include participation in activities such as neighborhood or community policing efforts;**
- (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 ...**
- (4) an assurance 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...**
-

CSBG Grantees and Community Need Meeting Emergency Needs

Striving for Self-Sufficiency

For nearly 45 years, CAAs and CAPs as well as the organization serving migrants and farmworkers have developed a breadth of programs, services, and activities which demonstrate a commitment to addressing the causes as well as the impact of poverty, and efforts to move forward to sustainable self-reliance.

CSBG grantees and the statewide community services network take a comprehensive approach to a mandated mission: to eliminate poverty, to revitalize communities, and to empower individuals and families to move from dependency to self-sufficiency. Statewide, grantees established local priorities in response to local need, making use of the flexibility of CSBG funds to develop tailor-made and highly responsive programming. CSBG-community action expertise is often combined with other resources to undertake programs that empower communities and move people from poverty to self-reliance.

Low-income often translates into dilapidated housing, poor quality food and nutrition, lack of transportation, unavailability of mental and other health services, and sometimes, no place to turn. In response, CSBG grantees ensured that customers were housed, fed, transported, educated, counseled, and sustained by providing direct services, outreach, and family resource centers that created access and opportunity.

Through Family Development, a strengths-based family-centered strategy designed to move people into self-sufficiency, 24 grantees used CSBG funds to prepare and train staff who undertake a wide variety of interventions. For example, grantees reported 9 programs supported by CSBG which extended services to domestic violence victims.

From abuse prevention programs to exercise programs for youth and seniors, grantees provide services where they are most needed, often supported by CSBG. From early childhood development programs to services that support independent living for seniors, CSBG grantees extended empowerment to communities across the state.

CSBG grantees are recognized experts in emergency intervention. Unexpected events – ramifications of a serious illness, unemployment, divorce, homelessness, pregnancy – may singly precipitate emergencies: together, they can create crises and chaos. Grantees reach out to those whose lives may have been upended by divorce, job loss, domestic violence, death of a spouse or child, foreclosure, eviction, substance abuse, pregnancy, or other family trauma.

For many New Yorkers, intervention by a grantee is often the first step toward resolving circumstances that may have begun as a crisis. CSBG funds support 24 grantee crisis intervention programs which include: emergency food and clothing, utility restoration, homeless shelters, domestic violence safe houses, shelters for runaway and homeless teens, eviction prevention. Nearly 40 grantees reported using CSBG funds to operate emergency services programs, and 11 maintained emergency aid funds. Several grantees prepared specialized staff who not only advocated for those in crisis, but also assisted by creating partnerships and collaborations which connect with other local agencies to ensure comprehensive and wide-ranging services.

Fostering Employment

Employment is not a guarantee against poverty. Recent studies have shown that rising heat, fuel, and food costs have consumed the take home pay of many New Yorkers. [<http://www.fpi.org, 8/28/08.>] Moreover, real wages have not increased despite the rise in the minimum wage in 2007 to \$7.15. Earnings at minimum wage and at a 40-hour week would gross about \$14,800 annually, barely above the federal poverty level for a 2-person family. Subtract taxes – or hours – from that paycheck, and many workers will fall below the poverty threshold. Grantee information indicates that over 43% of customers live at or below 75% of the poverty level. Over 20,000 families in New York reported that they had NO income.

In addition, the unemployment rate continues to climb; in August, 2007 it was 4.5%; by August, 2008 it rose to 5.6% statewide, according to the NYS Department of Labor.

Unemployment and under-employment continue to beset many sectors of the economy. According to a Report issued in August 2008 by the Fiscal Policy Institute, many workers became discouraged at not finding work, making the under-employment rate at over 8%, compared with the actual unemployment rate at that time, which was reported at about 4.6%, nationally. In addition, that same report indicated that unemployment was nearly double for Hispanic workers, and more than double for Black workers than it was for the White population. [<http://www.fpi.org>, 8/28/08, pp.5.] The same is true for underemployment, where minority rates are often more than double that of Whites. Long-term unemployment [more than 26 weeks] is a serious condition in all communities, but particularly for minorities. Part-time work, at lower wages, also replaced full-time jobs for many.

CAAs provided direct and hands-on training in computer skills, developing resumes and holding mock interviews, essentially offering a complete set of career development services. Over 20 grantees reported job development, skills training, job banks, placement services, and similar programs designed to ensure employment in a variety of fields from early childhood education to the culinary arts.

Grantees reached out to hard-to-serve populations, such as dislocated workers, or those with multiple barriers to work, including health or mental health issues, bringing them closer to success through computer, communication, and basic literacy skills.

Developing Income Supports

Life on a limited income often means restricted choices and fewer opportunities. One successful grantee response is the creation of entrepreneurial development programs that include business incubators. Individuals and families are encouraged to initiate start-up businesses, some home-based, which create income and improve communities through development of products and services. These startup enterprises frequently include business plan development and operation as well as technical assistance from the grantee.

Grantee efforts also underwrote such activities as consumer cooperatives and buying clubs, loan funds, and credit unions supported by CSBG funds.

Income tax preparation and assistance programs are vital to many New Yorkers who may not be aware of income tax refunds for which they were eligible, particularly the Earned Income Tax Credit [EITC]– or can not afford to pay for private tax preparers. In response, grantees operated several free tax counseling and preparation programs: VITA, the Volunteer Income Tax Assistance program, EITC, and several tax preparation and counseling programs. These programs are particularly important for anyone on a fixed income: grantees reported that over 14% of customers are age 55 or more, placing many in the fixed-income category. VITA and EITC programs also encourage grantees to connect with the community through volunteers such as college students and retired executives who assist people to file their returns. Grantees reported 40 free income tax assistance certification, counseling, and preparation programs.

Financial literacy training as well as information on opening and maintaining savings accounts were particularly critical in assisting customers enrolled in CAA-operated Family Self-Sufficiency programs to begin saving money and establish Individual Development bank accounts. CAA staff provided guidance and training in their implementation and use.

Other programs which grantees used to help people make better use of their available income are Wheels to Work and Community Solutions for Transportation. These programs, funded by federal resources, or the State of New York, provide either a vehicle, or a loan for a vehicle so that people can continue their employment, travel to new or existing jobs, improve the hours that they work, as well as to attend to their family needs: grocery shopping, doctor visits, entertainment; all contributing to maintaining employment, income, and self-sufficiency. Over 20 grantees indicated use of these transportation programs; more than half of those applied some CSBG funds to the projects.

Educating Adults and Children

Education is a key element in successfully moving from dependency to self-reliance. As CSBG grantee program statistics illustrate, about 27% of customers have not graduated from high school or secured a General Education Diploma [GED]. To that end, grantees offered English for Speakers of Other Languages [ESOL], family literacy, and GED classes.

Grantee educational programs also focus on children, instilling achievement and preventing dropping out. After-school programs provided homework assistance, tutoring, mentoring; attendance support programs provided follow-up for children with irregular attendance records. After-school and related programs were reported by 26 grantees, with more than half using CSBG funds in support; CSBG funds were also applied to programs for dropout prevention and alternative schools. Grantee activities provided a variety of adult educational programs and services, ranging from literacy, computer and other training, which connect to employment training. Customers benefitted by achieving higher educational attainment, resulting in better jobs at better pay,

Helping Create Affordable Housing

Decent and affordable housing is an aspiration for many low-income New Yorkers, and for many, a dream that is a long-distant reality. According to US Census data, over 31% of all housing in New York State was built prior to 1939: such housing may be neither energy efficient, inhabitable, or both.

Grantee-operated housing programs ranged from home renovation and rehabilitation to first-time home-ownership programs, which also provided financial literacy training. First-time homebuying programs were supported by CSBG funds by 8 grantees. Home repair programs were reported by 28 grantees, with 12 using CSBG funds in support. In efforts to rehabilitate the housing stock, unique grantee programs involved national or local home renovation supply companies, which donated unused, unsold home renovation products to the grantee, which in turn supplied it to its customers – renters and homeowners alike – to help them improve their homes and communities.

Preventing Homelessness

Being homeless means no place to claim as a safe, personal space. Lack of affordable housing coupled with a rise in the poverty rate are considered leading causes of homelessness.

[<http://www.nationalhomeless.org/publications/facts/families.html>] According to the Coalition for the Homeless, *1,464 families entered New York City shelters in September, 2008 ... a 22% increase over last September.* [<http://www.coalitionforthehomeless.org/>]

Across the state, those who have lost their homes include the elderly, the infirm, veterans, HIV positive New Yorkers, long-term tenants, and countless others who may have found themselves on the street through no fault of their own. Those who suffer from mental illness are particularly vulnerable.

According to information submitted on grantee APRs, 71% of customers are renters. Given the downturn in the economy at the end of FFY 08, evictions and foreclosures rose; many renters faced eviction when their landlord was foreclosed. Grantees reported 22 eviction prevention programs operated with CSBG support; 16 grantees, supported by CSBG funds, provided direct assistance to the homeless including shelters; 12 grantees used CSBG funds to provide transitional housing and other dwellings. CAAs also effectively assisted the homeless through direct case management and intervention. CAA homeless programs tracked numbers of homeless, provided public forums to increase community awareness, and used CSBG funds to support homelessness among the HIV/AIDs population.

Providing Nutritious Foods

Hunger can be debilitating, frightening, and life-threatening, and has moved from an emergency condition to an ongoing one. The Food Research and Action Center noted that nearly 10% of New York State households were potentially hungry.

[<http://www.frac.org>] The NY City Coalition Against Hunger reported in July, 2008 that food pantries and soup kitchens saw a 9.3% increase over 2007. [<http://www.nyccah.org/>] CSBG grantees reported 41 food pantries, 39 supported by CSBG, and 6 soup kitchens feeding residents across the state.

In response to increased use this year, CAAs across the state expanded the hours food pantries were open or increased the number of sites. Several grantees undertook creative ways to ensure food availability in their communities.

Community gardens increased in popularity among grantees, and several focused on gleaning, raising and distributing fresh fruits and vegetables, and organic vegetables. Many grantees also provided nutrition education, cooking classes, and nutrition outreach which informed the community about hunger prevention strategies and provided access to anti-hunger programs. Nearly half of CAAs in the state provided nutrition outreach and education, with 18 supported by CSBG funds.

Meeting Healthcare Needs

The crisis in health insurance coverage ignited a national debate, particularly where children were concerned. It was estimated last year that nationally, the number of uninsured rose to over 47 million and could conceivably climb to 56 million by 2013. [www.commonwealthfund.org]. In New York State, about 2.9 million people were uninsured, 8.6%, of them children. A New York Healthcare Commission report indicated that typical uninsured New Yorkers were low-income, adults, members of a working family, a racial or ethnic minority, non-US citizen, and may be eligible for public coverage, but may not be enrolled.

[http://www.nyhealthcarecommission.org/docs/uninsured_in_new_york.pdf]

Grantees addressed the lack of health insurance among customers and brought on staff who served as liaisons between health insurance companies and customers. These advocates try to provide supports essential in cutting through the red tape in obtaining prescriptions or determining benefits, particularly helpful for the elderly. Some grantees assisted customers in receiving benefits, and others helped customers discard old or expired medications to ensure that they didn't fall into the wrong hands. Grantees provided health education, including involving youth in programs that provide prenatal care, and ensuring a healthy birthweight. Public events, such as health fairs, exposed the community to health care providers, systems, insurance providers, medical professionals and similar community contacts.

Supporting Youth

High dropout rates, unemployment, and homelessness place many youth in peril or at risk. In some parts of the state, the dropout rate hovers around 40%, particularly in minority and urban communities. Many CSBG grantee-operated youth programs used some amount of CSBG funds to support these efforts. Programs ranged from violence prevention, career skills development, and juvenile justice intervention to abstinence and counseling, which engage youth in addressing such problems as family trauma or abuse, preventing eating disorders, anxiety, and depression. In addition, through literacy and tutoring programs, teens were encouraged to stay in school, to finish, and to advance their educational goals, improving future employment opportunities.

Grantees reported that 13 youth programs supported by CSBG provided direct employment, particularly during summer. Mentoring programs provided the support and reinforcement of caring adults to guide teens through the difficulties they face. Several grantees sponsored inter-generational programs that connected youth with seniors; various grantees involved community youth with summer camps, sports events, gardening, and through scholarships.

Reaching Out to Seniors

The numbers of people over age 65 has increased and the number of people age 80 and older is expected to increase to over 19 million by the year 2030. Many elderly face such problems as lack of health insurance coverage and cost of medications, transportation and isolation, unemployment, living within a fixed income, retirement, nutrition, and housing. [<http://seniorjournal.com/SeniorStats.htm>]

Grantees reached out to senior populations by providing housing opportunities, transportation, meal sites and cooking classes, intervention with fuel and heating bills, and assistance with filing income tax returns. Transportation was particularly important as it assisted elders to purchase their groceries, travel to medical appointments, and socialize in group settings. Provision of transportation for grocery shopping was particularly beneficial in maintaining independence.

Table1 illustrates the range of programs, services, and activities provided by CSBG grantees, as well as those programs supported by CSBG funds.

Table 1 Grantee Programs Reported, by Service Category

SERVICE CATEGORY: SELF-SUFFICIENCY		
Program Areas: Family Development-Case Management	#Grantees operating w/CSBG	#Grantees operating w/out CSBG
Child care: Learning Centers, Resource and Referral	12	17
Domestic Violence Intervention/Prevention	9	7
Family resource/Support Centers	13	5
Family Self-Sufficiency Program [HUD]	5	11
Transportation Programs	14	9
Welfare to Work	5	5
Wheels to Work	8	5
Program Areas: Health, Mental Health, Health Emergencies	#Grantees operating w/CSBG	#Grantees operating w/out CSBG
Abstinence Programs	3	3
Abuse Prevention [Sexual] Children, Youth, Elders	3	4
Alcohol-Substance Abuse Prevention/Intervention	7	4
Child Health/Family Health Plus [Statewide Insurance]	7	9
Exercise Programs - Youth and Seniors	5	4
Family Planning Education	3	4
Health Screening Programs	3	7
Healthy Babies/Well child Programs	2	7
Healthy Seniors	6	5
HIV/AIDS Supports, Services, Prevention Programs	4	7
Home Care	0	5
Managed Care	0	2
Rape Crisis/Intervention/Prevention	3	5
Tobacco Use Prevention	2	1
SERVICE CATEGORY: EMPLOYMENT		
Program Area: Employment/Employment Services	#Grantees operating w/CSBG	#Grantees operating w/out CSBG
AmeriCorps [Interns and Volunteers]	3	2
Business Incubators	3	1
Computer/Computer Literacy Training	7	6
Dislocated Workers	3	2
Foster Grandparent Program	4	4
Jobs: Development, Banks, Clubs, Fairs, Placement, Readiness	17	9
Senior Aides/Senior Employment	5	5
Skills Training: Clerical, Cleaning, Culinary Arts, Early Childhood	5	5
Summer Employment/Summer Youth Programs	9	7
Transportation: Direct, Wheels to Work, Auto Loans	8	13
Vocational/Educational Services for the Disabled	1	0
Welfare to Work	5	5
YouthBuild	4	1

Table 1 Grantee Programs Reported, by Service Category

SERVICE CATEGORY: EDUCATION		
Program Areas - Education / Educational Services	#Grantees operating w/CSBG	#Grantees operating w/out CSBG
Adolescent Vocational Education [AVE]	2	3
Adult Basic Education	5	4
Adult Literacy/Literacy Volunteers	4	3
After-School Programming	16	10
Alternative Schools, Education [Youth, Teens, Parents]	1	4
Bi-Lingual Education	3	3
Dropout Prevention/Attendance Intervention	6	3
Early Head Start/Head Start	6	30
English as a Second Language	4	3
Even Start	0	2
Family Literacy/Volunteers	4	3
Family Development Credential	24	4
General Education Diploma [GED] Classes	9	11
SERVICE CATEGORY: INCOME MANAGEMENT		
Program Areas - Income Management	#Grantees operating w/CSBG	#Grantees operating w/out CSBG
Asset/Individual Development Accounts [IDA]	6	0
Budgeting Clubs/Economic Literacy Classes	6	5
Child/Family Health Plus [Statewide Health Insurance]	4	6
Consumer Cooperatives [Buying Clubs]	5	0
Consumer Loans	3	0
Credit Unions	2	0
Earned Income Tax Credit	9	5
Energy Packaging	5	11
Furniture Programs	7	3
Holiday Charities: Food, Toys, Gift Baskets	28	6
Home Appliance Efficiency Testing	3	10
Loan Funds	5	1
Meals Programs [Summer, Children, Schools]	10	12
Tax Assistance [Free Tax Preparation]	20	6
Tax Counseling for the Elderly/Volunteer Income	4	2
Thrift Stores/Shops	9	0
Wheels to Work [Vehicle Purchase-Loans; Vehicle Maintenance]	5	8
VITA grants	7	1

Table 1 Grantee Programs Reported, by Service Category

SERVICE CATEGORY: HOUSING		
Program Areas - Housing Services	#Grantees operating w/CSBG	#Grantees operating w/out CSBG
Eviction Prevention	22	6
1 st Time Homebuyer Program	8	7
Home Repair Programs: Furnaces, Energy Conservation, Hazard Prevention	12	16
Homelessness Programs: Re-Housing, Single-Room Occupancy	16	7
Housing Assistance for Persons with AIDS	1	2
Housing Development and Management	13	3
Landlord-Tenant Programs; Dispute Mediation	5	2
Lead Paint Abatement	2	3
Rental Subsidies	6	9
Supportive Housing Programs: Runaways, AIDS, Elders	6	3
Transitional Housing	12	8
Weatherization Assistance	16	24
SERVICE CATEGORY: EMERGENCY SERVICES		
Program Areas: Emergency Assistance and Services	#Grantees operating w/CSBG	#Grantees operating w/out CSBG
Coats for Kids	15	6
Consumer Loan Programs	2	1
Crime Victims Assistance	3	8
Crisis Intervention	24	5
Domestic Violence Intervention: Residential and non-residential	7	9
Emergency Aid Funds	11	4
Emergency Food, Clothing, Shelter	38	8
Homeless Shelters	4	2
Prescription Vouchers	9	3
Rape Crisis/Hotlines	3	5
Respite Programs for: Children, Seriously ill, Elderly	4	6
Runaway/Homeless Youth Programs	2	6
Soup Kitchens	5	1

Table 1 Grantee Programs Reported, by Service Category

SERVICE CATEGORY: LINKAGES		
PROGRAM AREAS: PARTNERSHIPS	#Grantees operating w/CSBG	#Grantees operating w/out CSBG
PARTNERSHIPS WITH LAW ENFORCEMENT		
Adult Protective Task Force [Adult Abuse]	5	2
Alternative Sentencing Sites	7	2
Community Services Crime Victims	1	0
Dev'm't of Protocols/Policies dealing with Domestic Violence	2	3
Diversion Services Programs	3	2
Shoplifter Prevention Services	1	0
PARTNERSHIPS WITH PUBLIC/PRIVATE GROUPS, ORGANIZATIONS		
AIDS Task Forces, Consortia	3	3
Case Conferencing w/Other providers	12	8
Child Care Connections	6	11
Community Crisis Network	13	1
Community Dialogue on Poverty	17	2
Economic Development Partnerships	17	6
Integrated Community/County Planning	15	2
Inter-Agency Councils	19	4
Safe Neighborhoods Programs	9	0
PARTNERSHIPS WITH HOUSING AUTHORITY [IES]		
Block Associations, Clubs	3	0
Housing Action Councils	6	3
Housing Consortia	11	4
Neighborhood Watch	2	0
Tenant Associations	4	3

Table 1 Grantee Programs Reported, by Service Category

SERVICE CATEGORY: YOUTH		
Program Areas: Youth and Youth Services	#Grantees operating w/CSBG	#Grantees operating w/out CSBG
Abstinence Programs	4	2
Adolescent Pregnancy Prevention/Centers	5	7
After - School Programs, Recreation	15	7
Anti-Bullying Programs	3	3
Big Brother/Sister/Buddy Mentoring Programs	6	2
Career Skills Development	13	4
College Scholarship Programs	3	4
Counseling for Pregnant/Parenting Teens	7	10
Fatherhood Programs	6	9
Group Homes for Teens, Parenting Teens	1	2
Intervention for Children/Family Court System	7	1
Juvenile Justice Coordination	4	1
Male Mentoring	3	5
Mediation with Courts, Probation Departments	5	1
Runaway Homeless Youth Programs; Safe Houses/Shelters	1	4
Summer Programs: School, Camp, Feeding Sites	14	7
Summer Youth Employment Program	13	7
Teen AIDS Prevention	2	1
Teen Leadership	5	2
Youth Councils	4	5
Youth Technology Programs	2	1
Youth Violence Prevention	7	4
YouthBuild	2	0
Youthful Offenders Programs	5	1
SERVICE CATEGORY: NUTRITION		
Program Areas: Nutrition and Nutrition Services	#Grantees operating w/CSBG	#Grantees operating w/out CSBG
Commodities Distribution	10	3
Community Gardens	10	3
Congregate Meals: Children, Adults, Seniors	8	4
Cooking Classes	2	2
Food Co-ops	8	0
Food Pantries	39	2
Gleaning	9	1
Home Delivered Meals	4	3
Nutrition Outreach and Education	18	11
School Feeding, Summer Feeding	11	10
Soup Kitchens	6	0
Women, Infants, and Children [WIC] Program	2	11

Compliance with State and Federal Statute and Regulations

PL 105-285 [CSBG Act of 1998]

42 USC 9901, et seq.

The *Coates Human Services Reauthorization Act of 1998, PL 105-285*, governs CSBG. Compliance with specific sections is delineated below, as was detailed in the FFY 2008-9 CSBG Management Plan submitted to US DHHS [US Department of Health and Human Services]. Activities funded by CSBG were carried out in a manner consistent with the purposes and goals listed below.

The purposes of this subtitle are —

§ 672 - Goals and Purposes

-
- (1) to provide assistance to States and local communities, working through a network of community action agencies and other neighborhood-based organizations, for the reduction of poverty, the revitalization of low-income communities, and the empowerment of low-income families and individuals in rural and urban areas to become fully self-sufficient (particularly families who are attempting to transition off a State program carried out under part A of the Social Security Act (42 USC 601, et. seq.)); and**
 - (2) to accomplish the goals described in paragraph (1) through —**
 - (A) the strengthening of community capabilities for planning and coordinating the use of a broad range of Federal, State, local, and other assistance (including private resources) related to the elimination of poverty, so that this assistance can be used in a manner responsive to local needs and conditions;**
 - (B) the organization of a range of services related to the needs of low-income families and individuals, so that these services may have a measurable and potentially major impact on the causes of poverty in the community and may help the families and individuals to achieve self-sufficiency;**
 - (C) the greater use of innovative and effective community-based approaches to attacking the causes and effects of poverty and of community breakdown;**
 - (D) the maximum participation of residents of the low-income communities and members of the groups served by programs assisted through block grants made under this subtitle to empower such residents and members to respond to the unique problems and needs within their communities; and,**
 - (E) the broadening of the resource base of programs directed to the elimination of poverty so as to secure a more active role in the provision of services for -**
 - (i) private, religious, charitable, and neighborhood-based organizations; and,**
 - (ii) individual citizens, and business, labor, and professional groups, who are able to influence the quantity and quality of opportunities and services for the poor.**
-

Definitions

Definitions contained in this section of the legislation were used by the state administering agency and grantees.

Federal Administration

CSBG is administered by the Office of Community Services of OCS-DHHS, a branch of the Administration for Children and Families [ACF] of DHHS.

Federal Application Application and Designation

§676 - Application and Plan; Designation of Lead Agency

States are required to submit to the Secretary of DHHS an application [Management Plan] that covers a period of not less than 1 fiscal year and not more than 2 fiscal years. During FFY 08, the Management Plan was amended to include distribution and use of CSBG discretionary funds in 4 targeted program areas: improving conditions for at-risk youth, fostering healthy families, supporting early childhood development, and promoting workforce development.

The Governor designated DOS as the lead agency for CSBG in a letter to DHHS included in the FFY 2008-9 Management Plan. The CSBG Management Plan was made available for public review.

Target Populations

§676(b)(1)(A)

Target populations are individuals and families living at or below 125% of the [federal] poverty level, as well as persons attempting to transition from public assistance, migrant and seasonal farmworkers, homeless individuals and families, and elderly low-income individuals and families.

§ 673 Prohibition of Political Activities

§ 678F (b)

The requirements regarding treatment as a state or local agency for the purposes of Chapter 15 of Title 5 US Code [the Hatch Act] were added as an amendment to CSBG contracts ... *any entity that assumes responsibility for planning, developing, and coordinating activities under this subtitle and receives assistance under this subtitle shall be deemed to be a State or local agency.* All eligible entities are required to comply with the requirements of this section in accordance with the rules and regulations published by the Secretary of DHHS.

Uses of CSBG Funds

§675C

Expenditure of State Administrative Funds

Less than 5% of the FFY 08 CSBG grant received by New York State was used for program administration. Funds used paid for personal services: salaries, fringe benefits, and indirect costs for 22.5 full-time equivalent staff in DOS, including DCS staff working directly on program management, and support staff from DOS fiscal, legal and information technology divisions, as well as infra-structure-related services.

Non-personal services such as a proportional share of lease expenses, equipment purchases, publications, and general office operations were also covered by the administrative portion of the CSBG grant. DOS office relocated in January 2008, causing DCS to incur additional administrative expenses associated with the move.

Administrative funds were used to cover expenses for accreditation of the Family Development courses through the National Program of Non-collegiate Sponsored Instruction (PONSI), allowing students to receive college credit for their participation in family development training. Travel and related meeting expenses were covered for CSBG Advisory Council members. Meetings with other state agencies and local organizations dedicated to moving individuals and families out of poverty resulted in better communication and coordination. Memberships in key national organizations were maintained.

Funding to Eligible Entities

Statewide - Distribution of Funds

CSBG funds were distributed in accordance with federal and state statutes. The allocation chart was posted on the DOS web site. All grantees in good standing received the same proportion of funds received during FFY 07. For our purposes, grantees include the 52 federally recognized eligible entities, four Indian Tribes/Tribal Organizations and the New York State Community Action Association. Proposed allocations are contingent upon receipt of the [annual] notice of grant award from OCS-DHHS.

In New York State, eligible entities include CAAs and CAPs designated prior to 1981, agencies designated subsequent to 1987, and the organization serving migrant and seasonal farm workers. As mandated by CSBG legislation:

Not less than 90 percent of the funds made available to a State under section 675A or 675B shall be used by the State to make grants for the purposes described in §672 to eligible entities.

Of the total funds awarded to New York State, 91.4% were allocated to eligible entities as defined by 42 U.S.C. 9901, et seq., as amended.

State Administrative Costs

Not more than 5% of FFY 2008 CSBG funds were used for State administration, as mandated. Funds not expended in one fiscal year were carried forward for use by the state in the subsequent year. [See Table 2A, Expenditure of FFY 08 Administrative Funds]

Funding to New York City

[Department of Youth and Community Development]

DYCD is the public CAA which serves New York City. It is the mayoral-level NYC agency that distributes CSBG funds to community-based organizations [CBOs] serving communities in every borough. These organizations provide a broad array of services to residents in 43 low-income communities throughout the 5 boroughs, known as Neighborhood Development Areas [NDAs]. The DYCD Community Action Board [CAB] is the tripartite board that advises DYCD on policy and programmatic issues which affect the communities.

Each designated NDA has a Neighborhood Advisory Board [NAB].

As the administering agency for CSBG in New York City, DYCD is required to meet the general grantee requirements as well as administrative requirements, which include development of a comprehensive management plan.

In New York City, all CSBG funded services and activities are provided through a network of over 215 community and faith-based organizations through 420 contracts. A list of these agencies and the amount of funds received by each is submitted to DOS/DCS. The contract to be used for sub-allocating CSBG funds is reviewed by DOS/DCS to ensure consistency with Federal statutory requirements regarding compliance with ROMA, the national performance measurement system.

In accordance with 42 U.S.C. 9901, et seq., §678E (a)(1)(B), all delegate agencies or subcontractors are required to participate in ROMA. Therefore, the reporting requirements of §678E are applicable to local agencies receiving CSBG funds through DYCD.

Funding to Migrants and Farmworkers: Rural Opportunities

Services to migrants and farmworkers have been a provision of CSBG since its inception, included as part of the original Economic Opportunity Act [EOA] of 1964. Rural Opportunities, Inc. [ROI] although not a CAA, is an eligible entity. Founded in 1969, ROI is a leading advocate for migrants and farmworkers in New York as well as New Jersey, Pennsylvania, Ohio, Indiana, and Vermont, and provides housing services in the Commonwealth of Puerto Rico. It is a private, not-for-profit regional community development and human service organization providing services to farmworkers, low-income families, and economically depressed communities.

FFY 08 CSBG funds of \$320,686 were awarded to ROI.

Headquartered in Rochester, Monroe County, services and assistance to this population are furnished through 10 service centers located in agricultural regions across the state.

ROI provides direct services or refers its customers to housing, education, employment, emergency services, nutrition, income management, energy efficiency, ensuring the links and coordination necessary to meet the needs of their diverse population, including availability of multi-lingual staff.

[Rural Opportunities, Inc.; effective in FFY 09, the agency name is changed to PathStone, Inc.]

Funding to Indian Tribes/Tribal Organizations

Four Tribes/tribal organizations receive CSBG funding from DOS: Seneca Nation in Erie/Cattaraugus Counties; Mohawk Indian Housing Corporation [MIHC] at the St. Regis Mohawk/Akwesasne Reservation in Franklin / St. Lawrence Counties, at the border with Canada; and the Shinnecock and Poospatuck Tribes, located in Suffolk County. Of these, MIHC is a Tribal organization; the others are Tribes.

In accordance with the requirements set forth in *New York State Executive Law Article 6-D §159-i*, the allocation was .50% of the total CSBG allocation to New York State, or \$282,180 distributed equally among the 4 Tribes/tribal organizations.

Remainder Funds

Remainder funds were used for statewide activities listed in *PL 105-285, §675c (b)(1)* including:

support [for] statewide coordination and communication among eligible entities, and other activities consistent with the purposes of the statute.

Targeted Projects: of the total state allocation, 3.1% of the remainder funds were awarded for the following:

The Secretary of State determined that the needs of the most disadvantaged New Yorkers – those served by CAAs around the state – would be best served by targeting a portion of CSBG funds to priority areas discussed by the Governor’s Economic Security Cabinet, including Early Childhood Development, At-Risk Youth, Healthy Families, and Work Force Development.

With a goal of achieving greater and more targeted outcomes for customers, DOS/DCS used the FFY 2008 CSBG allocation to create a targeted portion of CSBG remainder funds. In accordance with state and federal legislation, these targeted funds were distributed for programs and activities consistent with the purposes of the authorizing legislation.

Outcomes achieved with these funds were measured in accordance with the National Performance Indicators and will be reported separately. The broad variety of project goals reveals the extent of grantee creativity and capacity to meet local need. A sampling of projects includes: support services for unemployed and under-employed adults; permanent employment placement in Green Jobs; On-the-Job competencies and job coaching; nutrition counseling and education; expansion of a cooperative gleaning project using local farm crops to develop vacuum-packed meals; expansion of food pantry services outside the traditional networks; expansion of services using the family development model; implementation of a youth development and gang prevention program; establishment of financial literacy through a series of training courses; bilingual support for health services; eviction prevention; parenting education; expansion of day care programs; and provision of dental care screening and services, as well as follow-up and referrals to area dentists.

Distribution of funds was carried out in 2 phases: community-based organizations [CBOs] which are CAAs, as required under legislation, received their proportional share of the remainder funds based on the same proportion of funds received by the CAA in the previous year. Projects were targeted to address identified priority areas noted above. Agencies chose one or more target area to create a new initiative or expand on an existing program. Phase 1 funding was awarded as a separate amendment to the existing multi-year contract; payments will be based on the demonstrated achievement of stated outcomes. Under Phase 2, grantees received funding under a separate and special state contract with DOS for amounts up to \$50,000.

Such CBOs were notified in writing that they were eligible to apply for additional funding to address needs in the 4 priority areas. Documentation for the new or expanded project proposed was required in the updated grantee Community Action Plan submitted with its FFY 08 Refunding application.

Phase 1 and 2 discretionary projects are being implemented during the FFY 09 program year and will be reported separately.

Funding to NYSCAA

DOS/DCS continues to enhance the capacity of grantees through an ongoing partnership with its statewide CAA association, the New York State Community Action Association [NYSCAA]. DOS awarded \$385,000 in CSBG funds to NYSCAA, including \$150,000 to carry out data collection functions known as Electronic Data Management [EDM]. DOS monitors NYSCAA activities.

NYSCAA represents all 52 CAAs in New York State, serving all 62 counties. It is the statewide non-profit organization dedicated to the growth and education of New York State CAAs to sustain their efforts in advocating for and improving the lives of low-income New Yorkers.

Funds were awarded to NYSCAA to improve management capacity of grantees as well as for NYSCAA administration, expansion of the EDM system, and to support grantee board development, the Family Development Association of New York State [FDANYS], and the Women in Government Mentoring program.

FFY 08 Accomplishments

NYSCAA ensures statewide coordination and communication among CSBG-funded agencies.

NYSCAA published its first *New York State Poverty Report* and the annual update of the *Helping Hands Tool Kit*. NYSCAA issued 4 editions of its *Inside Community Action* newsletter and 16 editions of its electronic E-News updates, informational tools which enable NYSCAA to promote the work of CSBG-funded entities to interested stakeholders and the general public.

NYSCAA also convened multiple training opportunities for CAA management, board members, and fiscal staff.

This training included:

- ◆ 2nd Annual Symposium on Poverty and Economic Security, attended by over 200 people and including NY State Executive and Legislative branch leadership, CAAs, other community-based groups, and 26 low-income individuals whose attendance was supported by CSBG-funded scholarships. Secretary Cortés-Vázquez welcomed the group, and participated in a special panel composed of members of the Governor's Economic Security Cabinet to engage in a dialogue on poverty and potential strategies for moving families toward greater economic security.
- ◆ Community Action Finance Conference, funded by both state and federal CSBG dollars to provide CAAs with the most up to date information relevant to their work.
- ◆ Information Technology Days in March and in July provided CAAs with the opportunity to attend 8 on-line sessions throughout the course of 2 days and to explore ways to increase their capacity to serve the needs of their customers.
- ◆ Annual Professional Development Conference: This year, the annual conference was addressed by David Bradley, Director of the National Community Action Foundation, and who presented a full-day workshop on the History of the War on Poverty. Over 35 New York CAAs were provided with comprehensive training.
- ◆ Regional training for grantees in Western New York, highlighting multiple workshops on the energy crisis, at-risk elderly, board training, and youth services.
- ◆ ROMA trainings in 3 locations across the state provided participants with a better understanding of ROMA and related activities.

- ◆ Numerous board training and webinars used online technology to expand the knowledge base of CAAs. NYSCAA assisted the statewide activities of FDANYS, providing administrative and fiscal support, and aiding in carrying out the annual FDANYS conference.

In addition to partnering with DOS to increase technology use by CAAs, through the EDM project NYSCAA assists DOS in the data collection effort of the 56 Annual Program Reports [APRs] submitted in compliance with federal and state mandates. NYSCAA updated its website, improved its functionality, and updated its publicly-accessible portions.

A detailed report is on file at DOS.

Unencumbered and Unallocated Funds

Unencumbered and unallocated funds from the previous grant award [FFY 07] were used to provide additional technical assistance to several grantees for specifically-identified needs:

Opportunities for Broome –

fiscal technical assistance

Dutchess Community Action –

technology technical assistance

Franklin CAA [ComLinks] –

fiscal technical assistance

Wayne Community Action –

conduct fraud audit

In addition, \$30,000 of unencumbered FFY 07 CSBG funds were used to continue activities of the Community Action Angels [Wyoming CAA], through FFY 08.

NYS Expenditure of CSBG Funds

Table 2 **Final Report on Expenditure of FFY 2007-8 CSBG Funds**
[available for disbursement 10/01/06 – 9/30/08]

Distribution	See Note #	Expended
Grantees	1	\$51,400,366
Indian Tribes		274,404
Disaster Relief		0
NYSCAA	2	597,996
Professional Development	3	2,731
Special Projects	4	131,300
Total Local Assistance		52,406,797
State Administration	5	2,028,400
TOTAL FFY 07 allocation		\$54,435,197

NOTES:

- Actual contracts to grantees totaled \$51,587,750; \$482,705 was jv'd from FFY 08 to close-out FFY 07.
- NYSCAA was funded at \$212,996 (plus a separate contract of \$150,000 for Electronic Data Management) for FFY 07 and \$385,000 (including the EDM project) for FFY 08; unencumbered FFY 07 funds were used to fund the FFY 08 budget period.
- Funds paid to PONSI covered expenses for Family Development course accreditation.
- Special Projects included: ComLinks (Franklin) \$50,000; Wayne CAP \$8,500; Wyoming CAA for Community Action Angels \$65,000 (\$35,000 FFY 07 project period; \$30,000 FFY 08 project period); Opportunities for Broome \$7,800
- | | |
|---------------------|-------------|
| Personal Service | \$1,292,328 |
| Nonpersonal Service | 247,892 |
| Fringe | 539,457 |
| Indirect Costs | 38,723 |

Table 2A **Expenditure of FFY 2008 CSBG Administrative Funds**
(10/1/07 through 11/30/08)

Distribution	See Note #	Planned	Expenditures 2008	Charges to FFY 08	Charges to FFY 07
Grantees		\$51,587,750	\$51,587,750	\$51,105,045	\$482,705
Indian Tribes		282,180	282,180	282,180	0
Disaster Relief	1,2	50,000	0	0	0
NYSCAA	1	385,000	385,000	0	385,000
Special Projects	1,3	30,000	55,000	25,000	30,000
Discretionary Projects	4	1,744,240	258,043	258,043	0
Encumbered balance	5		1,518,997	1,518,997	
Unencumbered balance			424,907	424,907	
Total Local Assistance		53,614,170	54,511,877	53,614,172	897,705
State Administration	6	2,821,798	699,592	699,592	n/a
Total State Appropriation		56,435,968	55,211,469	54,313,764	897,705

Notes:

- The '2008 Allocation Chart' included in the Amended Management Plan indicated expenditure of 2007 unencumbered funds for these items
- No disaster relief funds were requested during FFY 2008
- Special projects include \$25,000 to Dutchess CAA (IT project) and \$30,000 to Wyoming CAA (Angel Action Network)
- As described in the Amended Management Plan, discretionary projects for targeted priority areas (phases 1 and 2) are charged to FFY 08 but carried out during FFY 09.
- Encumbered balance includes \$712,130 Phase 1 and \$774,067 Phase 2 discretionary funds; \$25,000 Dutchess CAA (IT Project) and \$7800 Broome (fiscal project)
- Charges to FFY 08 Admin reflect expenditures from July 1, 2008 through Nov 30, 2008



Monitoring and Evaluation

Monitoring

§678B - Monitoring

Vision: To be a highly organized workforce and an active member of the national community services network, dedicated to promoting self-sufficiency and vibrant, healthy communities for low-income people.

Monitoring is a comprehensive approach to reviewing, assessing, and evaluating CSBG grantees with the goal of improving the quality of services provided by CSBG grantees to individuals, families and communities served by grantees. Staff provides technical assistance and training to grantees.

Monitoring is an ongoing process which verifies grantee progress and documents compliance. Regular and ongoing program monitoring was accomplished in accordance with the *Guide to Monitoring*. In accordance with PL 105-285, §678B, monitoring is conducted to determine whether eligible entities meet performance goals, administrative standards, financial management, and other requirements established by the state.

Monitoring is conducted by program and fiscal staff working in teams and who are assigned to individual grantees. All recipients of CSBG funds submit work plans and budgets detailing the programs, services, and activities to be conducted using CSBG funds; these are approved by grantee boards of directors prior to submission to DOS/DCS and reviewed and approved by DOS program and fiscal staff as part of the CSBG contract.

Program analysts are required to certify that substantial progress was made toward achieving results as stated in the approved Work Plan and that the grantee is eligible to receive payment. Certification can be accomplished through a combination of on-site visits, review of documents, and telephone interviews. Four required certifications are submitted on a schedule that allows for payments to grantees to be processed in a timely manner.

Staff assigned to monitoring:

- Serve as representatives of the State of New York, the Department of State, Division of Community Services, and actively participate in administration of CSBG and related programs.
- Assist in implementation of goals and activities outlined in the CSBG FFY 2008-9 Management Plan.
- Provide comprehensive monitoring services to grantees in administration of programs funded by CSBG.

Program Monitoring Outcomes

Summary: FFY 2008 Monitoring Outcomes	Activity	Total
		Visits/contacts
	Certifications	171
	Board and committee meetings attended	63

Program analyst contact with grantees is ongoing, and is conducted on-site, by telephone, and electronically. Staff assisted grantees to ensure compliance with regulations, fiscal guidelines, development of budgets, work plans, and required reporting instruments. Staff worked with grantees to provide a wide range of assistance, from fiscal management and strategic planning, to agency-staff-board evaluation and assessment, succession planning, human resource development, and mobilization of services.

Staff aided with searches for funding and referred grantees to an assortment of funding sources, foundations, and other entities. Staff provided specialized and other assistance to grantees to expand understanding and implementation of ROMA, the National Performance Indicators, and other federal requirements. While individual staff are assigned to specific agencies, a team approach is used for projects when deemed appropriate by staff.

Special Technical Assistance

Broome -Opportunities for Broome [OFB]

In April 2008, Opportunities for Broome received \$15,600 in CSBG funds in order to convert their cash accounting system to an accrual accounting system. OFB auditors made this suggestion, as well as DOS program and fiscal analysts recognized a significant problem with their accounting system, and one that could not wait until the next fiscal year. OFB purchased the new computer systems and equipment necessary to make the change in accounting. The result of the change will improve OFB fiscal and reporting operations. The agency began using its new software in October.

Dutchess - Dutchess Community Action

DCS awarded Dutchess CAA a \$50,000 grant to replace and/or upgrade its critical business hardware to insure agency security and client data and to continue to share documents and other electronic files with collaborators, agency regulators and funders.

The grant will expand agency ability to review programs, provide accurate outcomes and monitor client milestones. The agency replaced 19 computers, upgraded its software package, data collection and outcome reporting software, for compliance with HIPA [Health Information Privacy Act] requirements.

Franklin - ComLinks

Franklin CAA [ComLinks] was awarded \$50,000 to upgrade its fiscal software system, moving from CAPTAIN to the Grants Management [GMS] system. This has increased access to fiscal information by program analysts, and 2 new fiscal staff were hired and are being trained. The agency can now develop updated daily balance sheets, and immediately will know the cash flow and status. The system will also identify short term gaps and can make proper projections. Reconciliations are now done monthly. All the former CAPTAIN program accounts were closed in September.

Grantee Comprehensive Assessment Protocol [GCAP]

The Grantee Comprehensive Assessment Protocol [GCAP] was designed by DOS/DCS to comply with 42 U.S.C. 9901 et seq., §678B, as amended, which requires each state to conduct a full on-site review of each eligible entity at least once during each 3-year period. GCAP serves as the process for federal fiscal years 2008-2011.

In 2008, 12 grantees participated in the assessment process. Of the 12 grantees selected for GCAPs in 2008, 4 were “at risk, or vulnerable” at the time of the GCAP. This process provided the means to remove, extend, or change the designation. The remaining eight were selected because there were serious fiscal or management issues identified during regular monitoring visits that needed in-depth review.

Based on information gleaned from the GCAP process, “at risk, or vulnerable” designations were removed from 3 of the 4 grantees; following the GCAP, DOS indicated that 2 grantee situations had deteriorated to either “at risk or vulnerable” status.

For the remaining 6 agencies with previously identified fiscal or management issues, the assessment was an opportunity to address the issues and provide recommendations and technical assistance.

GCAP focuses on the functional areas of governance; service delivery; organizational management; fiscal and internal controls; customer satisfaction and, community partnerships. The interactive process is comprised of observations, surveys, document review, and interviews with the grantee chief executive officer, board chair, chief financial officer, senior staff, board members, and community partners.

The results of GCAP are used by DOS to determine if a grantee is in good standing, or should be removed from or placed on “at-risk” status. While only a portion of grantees can be assessed each year, all grantees are encouraged to use the GCAP tool to conduct a self assessment.

Results of the GCAP can be used by a grantee to re-order priorities, improve management and fiscal operations, revise board and administrative policies, and improve service delivery.

In all cases, DOS provided written recommendations for action or suggestions for continuous improvement above current levels. As a result of the GCAP process, 2 grantees requested and received supplemental Training and Technical Assistance [T&TA] funding to aid in carrying out recommendations in the GCAP report; a 3rd requested Technical Assistance [TA] funds.

Agencies designated as “at-risk, or vulnerable” were required to develop Quality Improvement Plans [as called for in CSBG legislation] indicating the process and timeline for carrying out the recommendations by DOS. For these grantees, the assigned Program Analyst and Fiscal Rep provided technical assistance and verified progress on the implementation of the plans.

Table 3 Grantee Comprehensive Assessment Protocol FFY 2007-8

Date of Review	County/Agency	Outcome	Follow-up Plan/Progress/underway/completed
9/17-18/07	Wayne	At-risk designation removed; OCS informed	Plan underway
10/29-31/07	Chemung-Schuylers	Vulnerable designation-removed	No Plan required
1/15-18/08	Dutchess	No findings	No Plan required
1/29-31/08	Franklin	Verified or refuted complaints by staff	Plan completed
3/18-20/08	Chenango	Minor findings/observations; recommendations-suggestions made	Progress underway/funds provided
4/08-10/08	Erie	At-risk designation removed; OCS informed	Plan Underway
5/19-23/08	New York City [DYCD]	Agency designated vulnerable	Plan being developed
6/17-19/08	Rockland	Minor findings/observations; recommendations-suggestions made	Draft plan under review by DOS
6/24-26/08	Tioga	Minor findings/observations; recommendations-suggestions made	Progress underway on recommendations
7/15-17/08	Monroe-Ontario	Agency designated At-Risk; OCS informed	Plan development underway
8/5-7/08	Schenectady	Minor findings/observations; recommendations-suggestions made	Progress being made
9/24-26/08	City of Yonkers [Westchester Co]	Minor findings/ observations; recommendations-suggestions made	Draft plan under review by DOS
Total GCAP Assessments for 2008			12

Fiscal Monitoring

§678D - Fiscal Control, Audits, and Withholding

Fiscal oversight is integral to New York State CSBG administration. Fiscal review was conducted by regionally-located fiscal representatives [Senior Accountants] of the DOS Contract Administration Unit [CAU], who carried out ongoing, on-site monitoring for each grantee throughout the contract period. As noted in the *Guide to Monitoring*, fiscal representatives are charged with the responsibility to:

- Make on-site visits, submit Fiscal Monitoring Reports
- Conduct comprehensive financial assessment
- Prepare and submit written reports
- Provide technical assistance to grantee fiscal officers, executive directors, board members, staff
- Participate in refunding conferences
- Collect and review refunding applications, contracts, amendments, financial reports
- Review Unaudited Financial Statements, and OMB Circular A-133 Audit reports
- Maintain telephone contact with grantees.

Fiscal representatives verified reliability of grantee books and records with information reported on periodic financial reports submitted for reimbursement to DOS. Reviews included sampling of expense supporting documentation and determination of compliance with contractual obligations and state and federal requirements.

Monitoring visits also entailed reviews of grantee fiscal policies and procedures and internal control systems, attendance at grantee board meetings, and follow-up on audit findings. Fiscal representatives provided technical assistance as requested. Summary reports were completed for each grant reviewed during each monitoring visit and included findings and recommendations. Any corrective action required was followed up on subsequent visit.

Fiscal Monitoring Outcomes

CSBG grantees were required to comply with certain Office of Management and Budget [OMB] Circulars, CFRs [Code of Federal Regulations], and the CSBG contractual agreement. Fiscal monitoring was conducted to determine if the grantees were in compliance with these requirements.

- Grantees were required to submit periodic financial expenditure reports at the 20-40-and 60% contract expenditure levels to trigger payment of CSBG funds.
- Grantees were required to submit unaudited financial statements summarizing total contract expense information relative to each CSBG funding cycle.
- Grantees were required to submit an agency-wide audit report conducted in accordance with OMB Circular A-133, unless exempt.
- Contact with a CPA who conducted agency audits was sometimes necessary to complete review of the audit report.
- Budgets and amendments were submitted by grantees for FFY 08 funding.

Outcomes: Desk review of these documents determined compliance with CSBG expenditure requirements.

Grantees were required to maintain financial records in accordance with pertinent CFR and generally accepted accounting principles. On-site reviews determined validity of books and records maintained by grantees. CSBG expenditure reports, including financial reports and unaudited financial statements were reviewed for compliance and verified with source documentation.

Grantees were required to provide CSBG expenditure reconciliation of the A-133 audit reported amount to the unaudited financial statements amount as necessary. On-site review provided verification.

**Summary:
FFY 08
Fiscal Monitoring**

Activity	Total
On-site visits	258
Fiscal monitoring reports	208
Unaudited financial statement reviews	58
Financial report reviews	181
Budget reviews	151
Audit report reviews	55
GCAP reviews	12

Results - Oriented Management and Accountability

[ROMA]

New York State and CSBG grantees complied with *PL 105-285*, as well as with the results-oriented planning and reporting requirements of the Government Performance and Results Act [GPRA] of 1993. OCS-HHS established the Monitoring and Assessment Task Force [MATF] and developed ROMA to meet the requirements of GPRA. MATF established national goals and outcome measures. The ROMA performance measurement system was added to the CSBG legislation in the re-authorization of 1998, and the National Performance Indicators were created in 2004. DOS/DCS staff provided technical assistance to help grantees understand ROMA and to collect and report measurable results and to document outcomes. Results of ROMA are reported every year by March 31st to the National Association of State Community Services Programs [NASCSPP] through its data collection instrument: CSBG Information Survey [CSBG/IS]. The DCS database and data collection system is designed for compatibility in data collection for NASCSPP as well as for statewide use. Since 2004, all states and eligible entities were required to report on outcomes using the National Indicators. New York State complied.

Data Collection

Electronic Data Management [EDM]

EDM is a joint project of DOS/DCS and NYSCAA, funded by CSBG, to collect and manage data from the Annual Program Report [APR]. All grantees are required to file the APR, a multi-part reporting and data collection instrument distributed by DOS/DCS, and which gathers information on grantee programs, including national goals-outcome measures-performance indicators, budgets, resources leveraged, client characteristics, as well as narrative information on accomplishments, and success stories.

When the APR was revised in FFY 06, its initial purpose was to accommodate a new electronic data collection system. After moving from a paper-based system barely a decade ago, the APR is now a dynamic, web-based document. Grantees log onto a website and enter their data directly into a database using an easy-to-navigate web interface. Development of this project included training, planning, tracking, design, creation, testing, release, and technical assistance.

The website is live for data entry by grantees on October 1; the reports are due on or about Nov 1. Narrative sections are submitted in the same fashion, and converted into text files.

Once grantees complete their reports, they are given a chance to complete a survey regarding the APR process. Each year the website is fine tuned to rectify issues that surfaced previously, and is enhanced for improved functionality. Revisions may also occur based on changes in legislation or federal reporting requirements and/or to improve data collection efforts.

The reports that are generated from the data collected with the APR, ensure New York State compliance with federal and state reporting requirements. Information is used to prepare this Report to the Governor, as well as for CSBG/IS, the instrument used by the National Association for State Community Services Programs [NASCSPP] for submission of data to DHHS.

National Goals and National Performance Indicators

The 12 national performance indicators were created to enable the diverse CAAs across the country to present a more uniform and coherent picture of their work and accomplishments. The national indicators reflect but a portion of the work and accomplishments of community action; grantees are encouraged to continue reporting annually on the full range of ROMA outcomes.

Outcome of Efforts for FFY 2008
Number of Grantees Reporting: 56
Number of Eligible Entities: 52
Indian Nations: 4

Table 4 National Performance Indicators

Goal 1: Low-Income People Become More Self-Sufficient				
<u>National Performance Indicator 1.1</u>	Number Enrolled in Programs	Number Expected to Achieve Outcome	Number Achieving Outcome	Percentage Achieving Outcome
<u>Employment</u>				
The number and percentage of low-income participants in community action employment initiatives who get a job or become self-employed as measured by <u>one or more</u> of the following:				
A. Unemployed and obtained a job	8,675	4,070	4, 622	114%
B. Employed and obtained an increase in employment income	2,721	1,478	1, 976	134%
C. Achieved 'living wage' employment and benefits	697	386	394	102%
Goal 1: Low-Income People Become More Self-Sufficient				
<u>National Performance Indicator 1.2</u>			Number Enrolled in Program [s]	Number Actually Achieving Outcome
<u>Employment Supports</u>				
The number of low-income participants for whom barriers to initial or continuous employment are reduced or eliminated through assistance from community action as measured by <u>one or more</u> of the following:				
A. Obtained pre-employment skills/competencies required for employment and received training program certificate or diploma			6,844	4,208
B. Completed ABE/GED and received certificate or diploma			2,737	1,442
C. Completed post-secondary education program and obtained certificate or diploma			655	262
D. Enrolled children in "before" or "after" school programs, in order to gain or maintain employment			7,280	5,562
E. Obtained care for child or other dependent in order to gain or maintain employment			8,978	7,073
F. Obtained access to reliable transportation and/or driver's license in order to gain or retain employment			2,257	1,978
G. Obtained health care services for themselves or a family member in support of family stability needed to gain or retain employment			38,639	37,969
H. Obtained safe and affordable housing in support of family stability needed to gain or retain employment			13,060	10,273
I. Obtained food assistance in support of family stability needed to gain or retain employment			40,849	38,833

Table 4 National Performance Indicators

Goal 1: Low-Income People Become More Self-Sufficient						
National Performance Indicator 1.3						
Economic Asset Enhancement and Utilization						
The number and percentage of low-income households that achieve an increase in financial assets and/or financial skills as a result of community action assistance, and the aggregated amount of those assets and resources for all participants achieving the outcome, as measured by one or more of the following:						
	Number Enrolled in Program [s]	Number Expected to Achieve Outcome	Number Actually Achieving Outcome	Aggregated Dollar Amounts	Percentage Achieving Outcome	
Enhancement	1. Number and percent of participants in tax preparation programs who identify any type of Federal or State tax credit and the aggregated dollar amount of credits	15,545	8,436	12,322	\$9,563,787	146%
	2. Number and percentage who obtained court-ordered child support payments and the expected annual aggregated dollar amount of payments	38	38	17	\$8,601	45%
	3. Number and percentage enrolled in telephone lifeline and/or energy discounts with the assistance of the agency and the expected aggregated dollar amount of savings.	1,140	603	1,075	\$209,023	178%
Utilization	1. Number and percent demonstrating ability to complete and maintain a budget for over 90 days	1,479	1,138	1,090	\$1,289,094	96%
	2. Number and percent opening an Individual Development Account [IDA] or other savings account and increased savings, and the aggregated amount of savings	239	185	98	\$74,057	53%
	3. Of participants in a community action asset development program [IDA] and others:					
	a. Number and percent of participants capitalizing a small business with accumulated savings	1	1	1	\$0	100%
	b. Number and percent of participants pursuing post-secondary education with savings	73	58	43	\$10,750	74%
	c. Number and percent of participants purchasing a home with accumulated savings	118	36	20	\$88,400	56%

Table 4 National Performance Indicators

Goal 2: The Conditions in which Low-Income People Live are Improved		
National Performance Indicator 2.1		
Community Improvement and Revitalization	Number of Projects or Initiatives	Number of Opportunities and/or Resources Preserved or Included
Increase in, or safeguarding of threatened opportunities and community resources or services for low-income people in the community as a result of community action projects / initiatives or advocacy with other public and private agencies, as measured by <u>one or more</u> of the following:		
A. Accessible “living wage” jobs created or saved from reduction or elimination in the community	3,202	3,241
B. Safe and affordable housing units created in the community	171	2,979
C. Safe and affordable housing units in the community preserved or improved through construction, weatherization or rehabilitation achieved by community action activity or advocacy	6,483	10,356
D. Accessible and affordable health care services / facilities for low-income people created or saved from reduction or elimination	990	8,155
E. Accessible safe and affordable childcare or child development placement opportunities for low-income families created or saved from reduction or elimination	679	3,211
F. Accessible “before” school and “after” school program placement opportunities for low-income families created or saved from reduction or elimination	2,307	2,374
G. Accessible new or expanded transportation resources, or those that are saved from reduction or elimination, that are available to low-income people, including public or private transportation	106	186,906
H. Accessible or increased educational and training placement opportunities, or those that are saved from reduction or elimination, that are available for low-income people in the community, including vocational, literacy, and life skill training, ABE/ GED, and post-secondary education	628	3,743
National Performance Indicator 2.2		
Community Quality of Life and Assets	Number of Program Initiatives or Advocacy Efforts	Number of Community Assets, Services, or Facilities Preserved or Increased
The quality of life and assets in low-income neighborhoods are improved by community action initiative or advocacy, as measured by <u>one or more</u> of the following:		
A. Increases in community assets as a result of a change in law, regulation or policy, which results in improvements in quality of life and assets	16	15
B. Increase in the availability or preservation of community facilities	77	10,070
C. Increase in the availability or preservation of community services to improve public health and safety	8,711	9,805
D. Increase in the availability or preservation of commercial services within low-income neighborhoods	458	55,806
E. Increase or preservation of neighborhood quality of life resources	52,499	55,332

Table 4 National Performance Indicators

Goal 3: Low-income People Own a Stake in Their Community	
National Performance Indicator 3.1 Civic Investment The number of volunteer hours donated to Community Action	Total Number of Volunteer Hours
Total number of hours volunteered to community action	2,857,601
Goal 3: Low-Income People Own a Stake in their Community	
National Performance Indicator 3.2 Community Empowerment Through Maximum Feasible Participation The number of low-income people mobilized as a direct result of community action initiative to engage in activities that support and promote their own well-being and that of their community as measured by one or more of the following:	Number of Low-income People
A. Number of low-income people participating in formal community organizations, government, boards or councils that provide input to decision-making and policy-setting through community action efforts	2,237
B. Number of low-income people acquiring businesses in their community as a result of community action assistance	394
C. Number of low-income people purchasing their own homes in the community as a result of community action assistance	302
D. Number of low-income people engaged in non-governance community activities or groups created or supported by community action	17,626

Goal 4: Partnerships Among Supporters and Providers of Services to Low-Income People Are Achieved

Goal 4: Partnerships Among Supporters and Providers of Services to Low-Income People Are Achieved		
National Performance Indicator 4.1 Expanding Opportunities Through Community-Wide Partnerships The number of organizations, both public and private, community action works with to expand resources and opportunities in order to achieve family and community outcomes.	Number of Organizational Partnerships	Number of these Partnerships with Faith-Based Organizations
Number of organizations CAAs work with to promote family and community outcomes	5,042	734

Table 4 National Performance Indicators

Goal 6: Low-Income People, Especially Vulnerable Populations, Achieve Their Potential by Strengthening Family and Other Supportive Environments

National Performance Indicator 6.1				
Independent Living				
The number of vulnerable individuals receiving services from community action that maintain an independent living situation as a result of those services:		Number of Vulnerable Individuals Living Independently		
A. Senior Citizens		26,043		
B. Individuals with Disabilities		13,092		
National Performance Indicator 6.2				
Emergency Assistance				
The number of low-income individuals or families served by community action that sought emergency assistance and the percentage of those households for which assistance was provided, including such services as:	Units of Measurement	Number Seeking Assistance	Number Receiving Assistance	Percentage Achieving Outcome
A. Food – [NY] unit measurement such as bags, packages, cartons, families, individuals, etc].	Varied	392,375	392,046	99%
B. Emergency Vendor Payments, including Fuel/ Energy Bills and rent mortgage payments	Households	28,608	23,874	83%
C. Temporary Shelter	Households	2,883	2,500	87%
D. Emergency Medical Care	Households	2,128	2,006	94%
E. Protection from Violence	Households	4,510	4,261	94%
F. Legal Assistance	Households	10,450	9,913	95%
G. Transportation	Households	9,629	8,844	92%
H. Disaster Relief	Households	856	856	100%
I. Clothing	Households	25,245	25,007	99%

Table 4 National Performance Indicators

Goal 6: Low-Income People, Especially Vulnerable Populations, Achieve Their Potential by Strengthening Family and Other Supportive Environments

National Performance Indicator 6.3						
Child and Family Development		Number Enrolled in Program[s]	Number Expected to Achieve Outcome	Number Actually Achieving Outcome	Percentage Achieving Outcome	
The number and percentage of all infants, children, youth, parents and other adults participating in developmental or enrichment programs that achieve program goals, as measured by one or more of the following:						
Infants and Children	1. Infants and Children obtain age-appropriate immunizations, medical and dental care	1	20,297	17,266	17,670	102%
	2. Infant and child health and physical development are improved as a result of adequate nutrition	2	52,112	43,917	48,895	111%
	3. Children participate in pre-school activities to develop school readiness skills	3	16,117	14,454	14,869	103%
	4. Children who participate in pre-school activities are developmentally ready to enter Kindergarten or 1 st grade	4	10,679	8,424	8,182	97%
Youth	1. Youth improve physical health and development	1	6,445	5,096	5,090	99%
	2. Youth improve social/emotional development	2	9,086	6,446	6,681	104%
	3. Youth avoid risk-taking behavior for a defined period of time	3	5,831	4,361	5,265	121%
	4. Youth have reduced involvement with criminal justice system	4	848	670	555	83%
	5. Youth increase academic, athletic, or social skills for school success by participating in before or after school programs	5	15,660	8,625	10,549	122%
Adults	1. Parents and other adults learn and exhibit improved parenting skills	1	11,335	8,138	8,365	103%
	2. Parents and other adults learn and exhibit improved family functioning skills	2	25,246	18,216	20,455	112%

New York State Grantee Program And Budget Data

Statewide

Table 5	Overview of CSBG Expenditures	Information based on reports filed by 56 grantees
	Funds Expended for direct services by grantees and delegate agencies	43,069,055
	Funds Expended for admin/indirect costs by grantees and delegate agencies	10,552,977
	Funds carried over to FFY 2009 by grantees	3,316,486
	CSBG Funds Available for Expenditure in FFY 2008	\$56,938,518

(Includes FFY 07 carryover)

Table 6 EXPENDITURE OF CSBG FUNDS BY NATIONAL GOAL

Planned and Actual CSBG Expenditures by Grantees Only

NATIONAL GOALS		CSBG Expenditures	
		Planned \$	Actual \$
1	Low-Income People Become More Self-Sufficient	5,812,198	5,939,477
2	Conditions In Which Low-Income People Live Are Improved	2,501,684	2,331,206
3	Low-Income People Own A Stake In Their Community	2,035,759	1,764,375
4	Partnerships Among Supporters and Providers Of Services To Low-Income People Are Achieved	1,545,832	1,357,641
5	Agencies Increase Their Capacity To Achieve Results	2,313,012	2,102,201
6	Low-Income People, Especially Vulnerable Populations, Achieve Their Potential By Strengthening Family And Other Supportive Systems	12,492,614	12,607,198
Funds expended for administration and indirect costs			10,466,777*

[*A portion of this amount may be included in the table]

Planned and Actual CSBG Expenditures by Delegate Agencies

[Erie, Livingston, Niagara, New York City, Westchester]

NATIONAL GOALS		CSBG Expenditures	
		Planned \$	Actual \$
1	Low-Income People Become More Self-Sufficient	6,173,308	5,922,649
2	Conditions In Which Low-Income People Live Are Improved	382,531	349,138
3	Low-Income People Own A Stake In Their Community	40,330	40,330
4	Partnerships Among Supporters and Providers Of Services To Low-Income People Are Achieved	1,331,531	1,322,199
5	Agencies Increase Their Capacity To Achieve Results	20,000	20,000
6	Low-Income People, Especially Vulnerable Populations, Achieve Their Potential By Strengthening Family And Other Supportive Systems	18,586,886	17,155,585
Funds expended for administration and indirect costs: [*A portion of this amount may be included in the above table]			86,200

Table 7 CSBG Funds Reported, by Service Category

Service Category	CSBG Funds Used
Employment	5,547,078
Education**	15,823,128
Income Management	1,277,651
Housing	3,083,340
Emergency Services	3,580,155
Nutrition	1,398,704
Linkages*	4,203,088
Self-Sufficiency	16,207,264
Health	2,501,624
TOTAL(S)	53,622,032
Information categories requested by NASCSP:	
Youth	15,298,636
Senior	3,776,148

* Linkages includes Greater Participation/Coordination with other anti-poverty programs.

**Education includes Head Start programs operated by many grantees

Characteristics of the Population Served

The APR requested characteristics of the population served. This information was reported by all grantees, but not every grantee had information to report in every category. New York State includes this information in this Report as well as in CSBG/IS, which established these categories.

Fig. 8 **Number of Persons/Families Served**

- A- Total number of *persons* [unduplicated] about whom one or more characteristics were obtained.
- B- Total number of *persons* [unduplicated] about whom NO characteristics were obtained.
- C- Total number of *families* [unduplicated] about whom one or more characteristics were obtained.
- D- Total number of *families* [unduplicated] about whom NO characteristics were obtained.

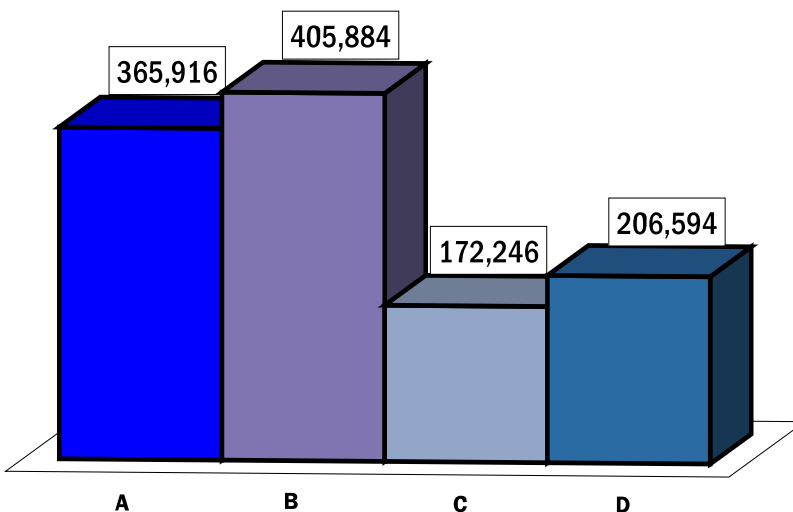
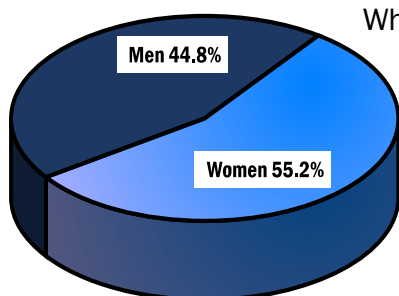


Fig. 9 **Gender**

The total reported in this chart is the total number of persons [unduplicated] about whom one or more characteristics were obtained.



While the numbers of men v. numbers of women varies annually, the percentage appears to remain similar each year, within a $\pm 3\%$ variance. According to the reports filed by grantees, more women than men access services. This year, the number of women declined by about 3%, with the number of men increasing by that same percentage.

Total Number of persons about whom characteristics were obtained:

Men	Women	Total
163,762	202,154	365,916

Table 10			Age
Total number of persons (unduplicated) about whom this characteristic was obtained	365,916	Percentage of Total reported	100%
AGE GROUPINGS	NUMBER OF PERSONS	PERCENTAGE	
0 - 5	57,877	16%	
6 - 11	32,320	9	
12 - 17	49,955	11	
18 - 23	43,096	12	
24 - 44	103,239	28	
45 - 54	38,327	10	
55 - 69	28,699	8	
70+	21,403	6	

Nearly one-half of all persons served are under age 23; more than one-quarter of persons served are adults between 24-44; elders over 70 have remained at the same percentage for the last 3 years.

Table 11		Ethnicity and Race	
CATEGORIES		NUMBER OF PERSONS	PERCENTAGE
Ethnicity	Total number of persons [unduplicated]	328,074	Percentage of total reported 90%
	Hispanic or Latin	54,443	17%
	Not Hispanic or Latin	273,631	83
Race	Total number of persons [unduplicated]	310,252	Percentage of total reported 85%
	Black or African-American	677,111	22%
	Asian	3,872	±1
	American Indian/Alaska Native	3,109	±1
	White	209,788	68
	Native Hawaiian/Other Pacific Islander	137	≤1
	Other	17,186	5
	Multi-race [2 or more of the above]**	9,049	3

Not all grantees reported information within each category

**Any two or more

Table 12		Education [Adults]	
Total number of persons (unduplicated) about whom this characteristic was obtained	149,319	Percentage of total reported	78%
HIGHEST GRADE COMPLETED	NUMBER OF PERSONS*	PERCENTAGE	
0 - 8	18,387	12%	
9 - 12/non-graduate	40,040	27	
High School Grad/GED	58,054	39	
12+-some post-secondary	18,429	12	
2 or 4 yr college grad	14,409	10	

*Persons over age 23

More than a quarter of those reported in this category do not have a high school diploma.

Table 13 **Federal Poverty Income Guidelines, Family Size**

Total number of <u>Families</u> (unduplicated) for whom this characteristic was obtained		158,726	Percentage of total reported	92%
FAMILY SIZE	NUMBER OF FAMILIES	PERCENTAGE	FFY 08 POVERTY GUIDELINE	
1	45,730	29%	\$10,400	
2	32,222	20	14,000	
3	27,802	18	17,600	
4	23,449	15	21,200	
5	20,187	13	24,800	
6	5,323	3	28,400	
7	2,271	±1	32,000	
8+	1,742	±1	35,600	

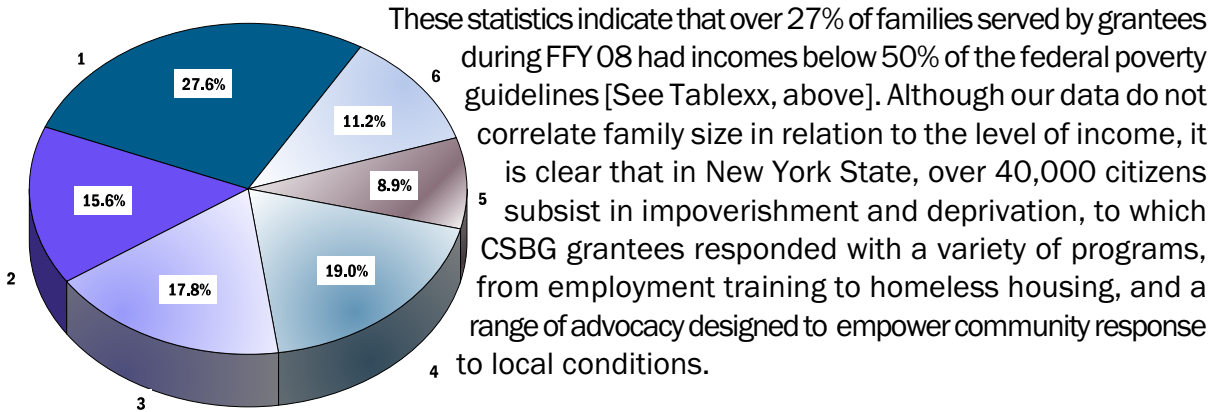
Source: Federal Register, Vol 73, No. 15, January 23, 2008, pp. 3972-2

add \$3,600 for each additional person in households greater than 8 people.

Federal Poverty Income Guidelines are included to illustrate the relationship between income and family size. Copies of the revised poverty guidelines are distributed to grantees annually. Grantees are required to comply with income guidelines specific to each program that is supported by CSBG. In those instances when programs are 100% funded by CSBG, program recipients must meet the CSBG income guidelines. [PL105-285,§673.]

Fig. 14 **Level of Family Income**

Grantees reported level of family income for more than 150,000 customer families served during FFY 08, or about 87% of the total number of families for whom some characteristics were obtained.



Guideline		Number of Families
Up to 50%	1	41,492
51-75%	2	23,532
76-100%	3	26,809
101-125%	4	28,559
126-150%	5	13,355
151+	6	16,827

Table 15 **Family Type**

Total number of Families (unduplicated) about whom this characteristic was obtained		161,457	Percentage of total reported	94%
TYPE OF FAMILY	NUMBER OF FAMILIES	PERCENTAGE		
Single parent, female	46,150	28%		
Single parent, male	6,121	4		
Two-parent household	41,960	26		
Single Person	43,762	27		
Two Adults, no children	14,368	9		
Other	9,096	6		

Table 16 **Source of Income**

Unduplicated # families reporting one or more sources of income	92,122
Unduplicated # of families reporting NO Income	22,136
SOURCE OF FAMILY INCOME	NUMBER OF FAMILIES [DUPLICATED]
TANF	12,410
SSI	20,664
Social Security	21,135
Pension	3,948
General Assistance	4,350
Unemployment Insurance	5,251
Employment + other sources	17,674
Employment only	49,800
Other	17,494

It is not possible to obtain unduplicated counts of individual categories, since sources of income frequently overlap. Grantees obtained information from about 53% of customers who reported in this category. About 13% reported 'No Income', and about 30% cited 'Employment Only' as income, meaning they may not have participated in either federal or state anti-poverty programs at the time of intake at a CAA.

Table 17 **Housing**

Total number of Families (unduplicated) about whom this characteristic was obtained		154,659	Percentage of total reported	90%
HOUSING CHARACTERISTICS	NUMBER OF FAMILIES	PERCENTAGE		
Own	27,530	18%		
Rent	110,395	71		
Homeless	6,391	4		
Other	10,343	7		

Clearly, the majority of CAA customers are not homeowners. These statistics have not changed significantly in the last 3 years.

Table 18 **Other Characteristics**

No Health Insurance	Disabled
102,070 [37%]	37,534 [13%]
Based on 272,765, or 75% of individuals reported	Based on 279,961, or 76% of individuals reported

Family Development

Family Development is the strengths-based approach which shifts assistance toward family empowerment, [power with, vs. power over] and collaborative methods. It is a major New York State effort to redirect the way health, education, and human services are delivered to families. Family Development stresses prevention and collaboration, and is family-centered. The Family Development Credential is well-respected nationwide as a model state family support system.

Family Development Credentialing

**Summary:
Credentials
Awarded**

FDC courses offered statewide:	33
New FDC credentialed workers:	355
New FDC instructors:	42
Total credentialed workers: 5,426	
Leadership series offered statewide:	4
Leadership credentials issued:	32

The Cornell Empowering Families Project is a collaboration with DOS-DCS, now in its 12th year, spreading the family development model across the state and encouraging families to develop healthy self-reliance. A survey of FDC participants [332] undertaken during FFY 08 revealed that 47% were frontline family workers, 20% came from CAAs, and 50% had a bachelor’s degree or more. There were 33 FDC courses offered, with 18 coordinated through CAAs. Cornell Empowering Families Project continues to share this valuable information nationwide. There are now 18 states with FDC programs, ranging from Alaska to Virginia, and more than 10,000 credentialed workers nationwide.

[Report on FDC information provided by Dr. K. Palmer-House, Cornell Empowering Families Project].

PONSI / Excelsior College Transcript Service

DOS maintains a partnership with the Program On Non-Collegiate Sponsored Instruction [PONSI] to sponsor FDC as a credential in partnership with Cornell University. The Credential is recommended to 150 New York State colleges and universities as equivalent to 7 college credits. This project was re-accredited this year, and enhanced with new guides and new versions of the exam. Supplemental instructional resources and discussion guides were recommended, including the following topics: depression, cultural competence, autism, family group conferencing, domestic violence, and economic conditions of low-income families.

CSBG Grantee Network

<p>Albany County Opportunity, Inc.</p> <p>Area Served- Albany County</p> <p>FFY 2008 CSBG Funds Allocated: \$236,907</p> <p>FFY 2008 Discretionary Funds Awarded: \$ 35,476</p>	<p>Cortland County Community Action Program, Inc.</p> <p>Area Served- Cortland County</p> <p>FFY 2008 CSBG Funds Allocated: \$217,227</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$34,811</p>
<p>Allegany County Community Opportunities and Rural Development, Inc.</p> <p>Area Served- Allegany County</p> <p>FFY 2008 CSBG Funds Allocated: \$212,902</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$31,702</p>	<p>Delaware Opportunities, Inc.</p> <p>Area Served- Delaware County</p> <p>FFY 2008 CSBG Funds Allocated: \$217,227</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$27,945</p>
<p>Opportunities For Broome, Inc.</p> <p>Area Served- Broome County</p> <p>FFY 2008 CSBG Funds Allocated: \$320,638</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$31,441</p>	<p>Dutchess County Community Action Agency, Inc.</p> <p>Area Served- Dutchess County</p> <p>FFY 2008 CSBG Funds Allocated: \$414,232</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$41,472</p>
<p>Cattaraugus Community Action, Inc.</p> <p>Area Served- Cattaraugus County</p> <p>FFY 2008 CSBG Funds Allocated: \$217,227</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$27,945</p>	<p>Community Action Organization of Erie County, Inc.</p> <p>Area Served- Erie County</p> <p>FFY 2008 CSBG Funds Allocated: \$1,882,067</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$84,235</p>
<p>Cayuga/Seneca Community Action Agency, Inc.</p> <p>Area Served- Cayuga and Seneca Counties</p> <p>FFY 2007 CSBG Funds Allocated: \$376,903</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$33,339</p>	<p>Adirondack Community Action Programs, Inc. [Essex]</p> <p>Area Served- Essex County</p> <p>FFY 2008 CSBG Funds Allocated: \$217,227</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$27,945</p>
<p>Chautauqua Opportunities, Inc.</p> <p>Area Served- Chautauqua County</p> <p>FFY 2008 CSBG Funds Allocated: \$217,227</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$27,945</p>	<p>Community Action Agency of Franklin County, Inc.</p> <p>Area Served- Franklin County</p> <p>FFY 2008 CSBG Funds Allocated: \$232,227</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$27,945</p>
<p>Economic Opportunity Program, Inc. of Chemung County</p> <p>Area Served- Chemung and Schuyler Counties</p> <p>FFY 2008 CSBG Funds Allocated: \$376,903</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$33,344</p>	<p>Fulmont Community Action Agency, Inc.</p> <p>Area Served- Fulton and Montgomery Counties</p> <p>FFY 2008 CSBG Funds Allocated: \$326,633</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$31,644</p>
<p>Opportunities For Chenango, Inc.</p> <p>Area Served- Chenango County</p> <p>FFY 2008 CSBG Funds Allocated: \$217,227</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$27,945</p>	<p>Community Action of Greene County, Inc.</p> <p>Area Served- Greene County</p> <p>FFY 2008 CSBG Funds Allocated: \$217,227</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$20,845</p>
<p>Joint Council For Economic Opportunity of Clinton and Franklin Counties, Inc.</p> <p>Area Served- Clinton County</p> <p>FFY 2008 CSBG Funds Allocated: \$251,677</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$29,109</p>	<p>Community Action Planning Council of Jefferson County, Inc.</p> <p>Area Served- Jefferson County</p> <p>FFY 2008 CSBG Funds Allocated: \$217,227</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$27,945</p>
<p>Columbia Opportunities, Inc.</p> <p>Area Served- Columbia County</p> <p>FFY 2008 CSBG Funds Allocated: \$217,227</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$27,945</p>	<p>Lewis County Opportunities, Inc.</p> <p>Area Served- Lewis County</p> <p>FFY 2008 CSBG Funds Allocated: \$217,227</p> <p>FFY 2008 CSBG Discretionary Funds Awarded: \$27,945</p>

CSBG Grantee Network

Livingston County Planning Department
 Area Served- Livingston County
 FFY 2008 CSBG Funds Allocated: \$212,902

Orleans Community Action Committee, Inc. [Orleans-Genesee]
 Area Served- Orleans and Genesee Counties
 FFY 2008 CSBG Funds Allocated: \$376,903
 FFY 2008 CSBG Discretionary Funds Awarded: \$33,344

Community Action Program for Madison County, Inc.
 Area Served- Madison County
 FFY 2008 CSBG Funds Allocated: \$212,902
 FFY 2008 CSBG Discretionary Funds Awarded: \$27,198

Oswego County Opportunities, Inc.
 Area Served- Oswego County
 FFY 2008 CSBG Funds Allocated: \$212,902
 FFY 2008 CSBG Discretionary Funds Awarded: \$27,798

Action For A Better Community, Inc. [Monroe-Ontario]
 Area Served- Monroe and Ontario Counties
 FFY 2008 CSBG Funds Allocated: \$1,598,440
 FFY 2008 CSBG Discretionary Funds Awarded: \$54,045

Opportunities For Otsego, Inc.
 Area Served- Otsego County
 FFY 2008 CSBG Funds Allocated: \$217,227
 FFY 2008 CSBG Discretionary Funds Awarded: \$27,945

Economic Opportunity Commission of Nassau County, Inc.
 Area Served- Nassau County
 FFY 2008 CSBG Funds Allocated: \$2,113,588
 FFY 2008 CSBG Discretionary Funds Awarded: \$92,063

Commission On Economic Opportunity For the Greater Capital District Region Inc [Rensselaer]
 Area Served- Rensselaer County
 FFY 2008 CSBG Funds Allocated: \$217,227
 FFY 2008 CSBG Discretionary Funds Awarded: \$27,945

Department of Youth and Community Development [City of New York-5 Boroughs]
 Area Served- New York City [Bronx-Kings-New York-Queens-Richmond]
 FFY 2008 CSBG Funds Allocated: \$30,313,080

Community Action Program of Rockland County, Inc.
 Area Served- Rockland County
 FFY 2008 CSBG Funds Allocated: \$217,227
 FFY 2008 CSBG Discretionary Funds Awarded: \$27,945

Niagara Community Action Program, Inc.
 Area Served- Niagara County
 FFY 2008 CSBG Funds Allocated: \$315,713
 FFY 2008 CSBG Discretionary Funds Awarded: \$31,275

St. Lawrence County Community Development Program, Inc.
 Area Served- St. Lawrence County
 FFY 2008 CSBG Funds Allocated: \$217,227
 FFY 2008 CSBG Discretionary Funds Awarded: \$27,945

Mohawk Valley Community Action Agency, Inc. [Oneida/Herkimer]
 Area Served- Oneida and Herkimer Counties [including the City of Utica]
 FFY 2008 CSBG Funds Allocated: \$594,130
 FFY 2008 CSBG Discretionary Funds Awarded: \$40,176

Saratoga County Economic Opportunity Council, Inc.
 Area Served- Saratoga County
 FFY 2008 CSBG Funds Allocated: \$217,227
 FFY 2008 CSBG Discretionary Funds Awarded: \$31,345

People's Equal Action And Community Effort, Inc. [Onondaga]
 Area Served- Onondaga County
 FFY 2008 CSBG Funds Allocated: \$1,409,216
 FFY 2008 CSBG Discretionary Funds Awarded: \$75,113

Schenectady Community Action Program, Inc.
 Area Served- Schenectady County
 FFY 2008 CSBG Funds Allocated: \$217,227
 FFY 2008 CSBG Discretionary Funds Awarded: \$27,945

Regional Economic Community Action Program, Inc. [Orange]
 Area Served- Orange County
 FFY 2008 CSBG Funds Allocated: \$281,248
 FFY 2008 CSBG Discretionary Funds Awarded: \$30,109

Schoharie County Community Action Program Corp.
 Area Served- Schoharie County
 FFY 2008 CSBG Funds Allocated: \$217,227
 FFY 2008 CSBG Discretionary Funds Awarded: \$27,945

Newburgh Community Action Committee, Inc. [Orange]
 Area Served- Orange County, City of Newburgh
 FFY 2008 CSBG Funds Allocated: \$217,227
 FFY 2008 CSBG Discretionary Funds Awarded: \$27,945

Pro Action of Steuben and Yates, Inc.
 Area Served- Steuben and Yates Counties
 FFY 2008 CSBG Funds Allocated: \$376,903
 FFY 2008 CSBG Discretionary Funds Awarded: \$33,344

CSBG Grantee Network

Economic Opportunity Council of Suffolk, Inc.
Area Served- Suffolk County
FFY 2008 CSBG Funds Allocated: \$1,182,635
FFY 2008 CSBG Discretionary Funds Awarded: \$60,586

Westchester Community Opportunity Program, Inc.
Area Served- Westchester and Putnam Counties
FFY 2008 CSBG Funds Allocated: \$1,268,424
FFY 2008 CSBG Discretionary Funds Awarded: \$42,887

Community Action Commission to Help the Economy, Inc.
Area Served- Sullivan County
FFY 2008 CSBG Funds Allocated: \$217,227
FFY 2008 CSBG Discretionary Funds Awarded: \$27,945

Yonkers Community Action Program, Inc.
Area Served- County of Westchester, City of Yonkers
FFY 2008 CSBG Funds Allocated: \$429,006
FFY 2008 CSBG Discretionary Funds Awarded: \$24,400

Tioga Opportunities, Inc.
Area Served- Tioga County
FFY 2008 CSBG Funds Allocated: \$217,227
FFY 2008 CSBG Discretionary Funds Awarded: \$34,811

Wyoming County Community Action, Inc.
Area Served- Wyoming County
FFY 2008 CSBG Funds Allocated: \$247,902
FFY 2008 CSBG Discretionary Funds Awarded: \$34,664

Tompkins Community Action, Inc.
Area Served- Tompkins County
FFY 2008 CSBG Funds Allocated: \$217,227
FFY 2008 CSBG Discretionary Funds Awarded: \$34,811

Rural Opportunities, Inc.
Area Served- Statewide
FFY 2008 CSBG Funds Allocated: \$320,686
FFY 2008 CSBG Discretionary Funds Awarded: \$31,433

Ulster County Community Action Committee, Inc.
Area Served- Ulster County
FFY 2008 CSBG Funds Allocated: \$217,227
FFY 2008 CSBG Discretionary Funds Awarded: \$27,945

[PathStone, Inc., effective 10/08]

Indian/Tribal Organizations

Warren-Hamilton Counties Action Committee for Economic Opportunity, Inc.
Area Served- Warren and Hamilton Counties
FFY 2008 CSBG Funds Allocated: \$326,633
FFY 2008 CSBG Discretionary Funds Awarded: \$31,644

Mohawk Indian Housing Corporation
Area Served- Mohawk Reservation
FFY 2008 CSBG Funds Allocated: \$70,545

Washington County Economic Opportunity Council, Inc.
Area Served- Washington County
FFY 2008 CSBG Funds Allocated: \$217,227
FFY 2008 CSBG Discretionary Funds Awarded: \$34,811

Poosepatuck Indian Nation
Area Served- Poosepatuck Reservation
FFY 2008 CSBG Funds Allocated: \$70,545

Wayne County Action Program, Inc.
Area Served- Wayne County
FFY 2008 CSBG Funds Allocated: \$217,227
FFY 2008 CSBG Discretionary Funds Awarded: \$27,945

Seneca Nation Of Indians
Area Served- Seneca Reservation
FFY 2008 CSBG Funds Allocated: \$70,545

Shinnecock Indian Reservation
Area Served- Shinnecock Reservation
FFY 2008 CSBG Funds Allocated: \$70,545

Lexicon

Commonly-used terms in federally-funded Human Services and Related Programs

A-B

AAA	Area Agency on Aging [local]
ACF	Administration on Children And Families [DHHS]
ADHD	Attention Deficit and Hyperactive Disorder
ADA	Americans with Disabilities Act
AIDS	Acquired Immune Deficiency Syndrome
APR	Annual Program Report [DOS]
ARAP	Administrative Review and Assessment
ASL	American Sign Language
AVE	Adolescent Vocational Exploration
BAE	Basic Adult Education
BOCES	Board of Cooperative Educational Services

C

CAA, CAP	Community Action Agency/Program/Plan, Community Action Partnership [National organization]
CAB	Community Action Board [NYC]
CAPLAW	Community Action Legal Project
CAU	Contract Administration Unit [NYS DOS]
CBO	Community-Based Organization
CBP	Consumer Protection Board [NYS]
CCAP	Certified Community Action Professional
CCR&R	Child Care Resource and Referral
CCSNY	Council of Community Services of New York
CEOSC	Comprehensive Employment Opportunity Support Center [One-Stop] [US DOL]
CFR	Code of Federal Regulations
CPB	Consumer Protection Board [NYS]
CSA	Community Services Administration [US, 1975-1981]
CSBG	COMMUNITY SERVICES BLOCK GRANT
CSBG IS	Community Services Block Grant Information Survey

D

DCJS	Division of Criminal Justice Services [NYS]
DEO	Division of Economic Opportunity [NYS DOS, 1975-1995]
DCS	DIVISION OF COMMUNITY SERVICES [NYS DOS 1995-]
DED	Department of Economic Development [NYS]
DFTA	Department for the Aging [NYC]
DHCR	Division of Housing And Community Renewal [NYS]
DHHS	Department of Health And Human Services [US]
DOB	Division of the Budget [NYS]
DOCS	Department of Correctional Services [NYS]
DOE	Department of Energy [US]
DOH	Department of Health [NYS]
DOL	Department of Labor [NYS or US]
DOS	DEPARTMENT OF STATE [NYS]
DOT	Department of Transportation [NYS or US]
DPC	Disaster Preparedness Commission [NYS]
DSA	Division of State Assistance [US[OCS]]
DSS	Department of Social Services [Counties/Local] [see NYS Office of Family & Children's Services; Office of Temporary & Disability Assistance]
DVA	Division of Veterans Affairs [NYS]
DYCD	Department of Youth and Community Development [NYC]

Lexicon

E

EITC	Earned Income Tax Credit
EOA	Economic Opportunity Act [of 1964]
E-ROMA	Excellence in Results Oriented Management Accountability [DCS] [2003-5]
ESDC	Empire State Development Corporation
ESGP	Emergency Shelter Grant [Program]
ESL	English as a Second Language
EZ	Empowerment Zones [US]

F

FBO	Faith-Based Organization
FEMA	Federal Emergency Management Agency
FFY	Federal Fiscal Year
FGP	Foster Grandparent [Program]
FDC	Family Development Credential
FDIC	Federal Deposit Insurance Corporation
FDANYS	Family Development Association of NYS
FSS	Family Self-Sufficiency

G - H - I

GAO	Government Accountability Office
GCAP	Grantee Comprehensive Assessment Protocol [2008-]
GED	General Education Diploma
GOER	Governor's Office of Employee Relations [NYS]
GPRA	Government Performance and Results Act [of 1993]
GRA	Grantee Review and Assessment [NYS DOS, 2001-4]
GSCR	Grantee Services Contact Report [DCS]

HEAP	Home Energy Assistance Program [also, LIHEAP]
HIPA	Health Information Protection Act
HHAP	Homeless Housing Assistance Program [NYS]
HPNAP	Hunger Prevention & Nutrition Assistance Program [formerly SNAP]
HUD	Housing And Urban Development, Department of [US]

IDA	Industrial Development Agency/ Individual Development Accounts
IM	Informational Memoranda [US-OCS]
IMP	Individual Monitoring Plan [DCS]
IRS	Internal Revenue Service [US]
IT	Information Technology

J - L - M

JOBS	Job Opportunities and Basic Skills [Program]
JOLI	Job Opportunities for Low-Income Individuals [Program]
LDSS	Local Department of Social Services
LIFE	Low-Income Forum on Energy [NYS]
LIHEAP	Low-Income Home Energy Assistance Program [Also, HEAP]
LVA	Literacy Volunteers of America
LWIB	Local Workforce Investment Board
MATF	Monitoring & Assessment Task Force [OCS]

Lexicon

N

NAB	Neighborhood Advisory Board [NYC]
NASCSP	National Association for State Community Services Programs
NCAF	National Community Action Foundation
NCSTA	National and Community Services Trust Act
NDA	Neighborhood Development Area [NYC]
NGA	Notice of Grant Award; National Governor's Association
NICQA	Northeast Institute for Quality Community Action
NIMS	National Incident Management [NYS]
NPI	National Performance Indicators
NOEP	Nutrition Outreach and Education Program
NOFA	Notice of Funding Availability
NYC	New York City
NYCRR	New York Code of Rules and Regulations
NYS	NEW YORK STATE
NYSCAA	New York State Community Action Association
NYSERDA	New York State Energy Research and Development Agency
NYSWDA	New York State Weatherization Director's Association

O

OASAS	Office of Alcoholism and Substance Abuse Services [NYS]
OBRA	Omnibus Budget Reconciliation Act of 1981
OCS	OFFICE OF COMMUNITY SERVICES [DHHS]
OCSL	Office of Community Services Liaison
OEO	Office of Economic Opportunity [US, 1964-1975]
OFCS	Office of Family & Children's Services [NYS, formerly Dept/Social Services]
OFPC	Office of Fire Prevention & Control [NYS DOS]
OGS	Office of General Services [NYS]
OMB	Office of Management and Budget [US]
OMH	Office of Mental Health [NYS]
OMRDD	Office of Mental Retardation & Developmental Disabilities [NYS]
OPDV	Office of Prevention of Domestic Violence
OSC	Office of State Comptroller [NYS]
OTDA	Office of Temporary and Disability Assistance [NYS] [formerly NYS DSS]

P- R

PA	Public Assistance
PART	Program Assessment and Rating Tool [US-OMB]
PL	Public Law
PONSI	Programs on Non-collegiate Sponsored Instruction
PPR	Periodic Program Report [DCS]
PRISM	Program Reviewing Instrument for System Monitoring [Head Start]
PSC	Public Service Commission [NYS]
RDA	Rural Development Administration (US) (formerly FHA)
RFP	Request for Proposals
RHY	Runaway and Homeless Youth [Program]
ROMA	Results-Oriented Management & Accountability
RSVP	Retired Senior Volunteer Program

Lexicon

S

SAPA	State Administrative Procedure Act [NYS]
SAT	Scholastic Assessment Test
SBA	Small Business Administration
SCAA	Schuyler Center for Advocacy and Analysis
SED	State Education Department (NYS)
SEMO	State Emergency Management Office
SFSP	Summer Food Service Program
SSBG	Social Services Block Grant [OCS]
SOFA	State Office for the Aging (NYS)
SSD	Social Security Disability
SSI	Supplemental Security Income
SPC	Shelter Plus Care [Program]
SUNY	State University of New York
SYEP	Summer Youth Employment Program

T

TASA	Teen Age Services Act
TANF	Temporary Assistance for Needy Families
TCE	Tax Counseling for the Elderly

U-V- W

UCS	Unified Court System [NYS]
UDC	Urban Development Corporation [NYS]
UFS	Unaudited Financial Statement
US	UNITED STATES
USC	United States Code
USDA	United States Department of Agriculture [US]
VESID	Vocational and Educational Services for Individuals with Disabilities [NYS]
VISTA	Volunteers in Service to America
VITA	Voluntary Income Tax Assistance [Program] [US]
WAP	Weatherization Assistance Program [NYS-DHCR; USDOE]
WIA	Workforce Investment Act [NYS]
WIB	Workforce Investment Board
WIC	Program for Women, Infants, and Children
WIG[MP]	Women in Government Mentoring Program