State of Connecticut

GENERAL ASSEMBLY
STATE CAPITOL
HARTFORD, CONNECTICUT 06106-1591

To: Representative John Geragosian
Senator Toni Harp
Co-chairpersons, Appropriations Committee

Representative Toni Walker
Senator Paul Doyle
Co-chairpersons, Human Services Committee

From: Christopher G. Donovan, Speaker of the House
Donald E. Williams, Jr., Senate President Pro Tempore

Re: American Recovery and Reinvestment Act of 2009
Community Services Block Grant Allocation Plan

Date: May 13, 2009

Pursuant to Connecticut General Statutes Section 4-28b, we are submitting to you for your approval or modification the Governor's allocation plan for the American Recovery and Reinvestment Act of 2009 Community Services Block Grant.

Because the allocation plan must be submitted to the federal government by May 29, 2009, the Governor has requested that you finalize your approval or modifications promptly. We ask that you provide your feedback to the Governor by the end of next week if possible.

Thank you for your hard work and cooperation.

Sincerely,

Christopher G. Donovan
Speaker of the House

Donald E. Williams, Jr.
Senate President Pro Tempore

Cc: Susan Keane, Senior Committee Administrator, Appropriations Committee
Brie Johnston, Clerk, Human Services Committee
Anne Foley, Senior Policy Advisor, Office of Policy and Management

M. JODI RELL
GOVERNOR

STATE OF CONNECTICUT
EXECUTIVE CHAMBERS

May 11, 2009

The Honorable Donald E. Williams, Jr.
President, Pro Tempore
Legislative Office Building - Room 3300
Hartford, CT 06106-1591

The Honorable Christopher Donovan
Speaker of the House
Legislative Office Building – Room 4105
Hartford, CT 06106-1591

Dear Senator Williams and Speaker Donovan:

Pursuant to Section 4-28b of the Connecticut General Statues, I am pleased to transmit, for legislative review, an allocation plan for the Community Services Block Grant as outlined in the American Resource and Recovery Act. I am transmitting this allocation plan at this time to afford the committees of cognizance an opportunity for the conduct of a public hearing.

Please forward copies of the written decision on this allocation plan to my office.

Thank you for your attention to this matter.

Sincerely,

M. Jodi Rell

M. Jodi Rell
Governor

Enclosure

STATE CAPITOL, HARTFORD, CONNECTICUT 06106
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COMMUNITY SERVICES BLOCK GRANT

AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009

APPLICATION AND PLAN

SUBMITTED BY
THE
CONNECTICUT
DEPARTMENT OF SOCIAL SERVICES
FOR THE PERIOD OF
MAY 8, 2009 – SEPTEMBER 30, 2010

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This plan is submitted for the period MAY 8, 2009 – SEPTEMBER 30, 2010.

II. Letter of Transmittal

COMMUNITY SERVICES BLOCK GRANT PROGRAM

Connecticut
STATE

Connecticut Department of Social Services
INDIAN TRIBE OR STATE ORGANIZATION

NAME OF OFFICIAL TO RECEIVE CSBG GRANT AWARD:

Claudette J. Beaulieu, Deputy Commissioner
(Name and Title)

Department of Social Services
(State Agency)

25 Sigourney Street
(Mailing Address)

Hartford, CT 06106
(City, State, Zip Code)

Tel: (860) 424-5004 Fax: (860) 424- 5129 Email: claudette.j.beaulieu@ct.gov
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CONTACT PERSON FOR CSBG ISSUES:

Anthony Judkins, Manager, Strategic Planning, Department of Social Services
(Name, Title and Organization)

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CONTACT PERSON ON AUDIT ISSUES:

James Wietrak, Director, Quality Assurance, Tel: (860) 424-5903
(Name, Title and Telephone Number)

EIN NUMBER: *06-1274678* **DATE:** *May 8, 2009*

III. Executive Summary

A. CSBG State Legislation

The statutory authority to administer the Community Services Block Grant (CSBG) program is contained in Chapter 319o, section 17b-2 as well as Chapter 319yy, section 17b-885-895 of the Connecticut General Statutes. The statutory authority is reprinted in Appendix B.

B. Designation of the Lead State Agency to Administer the CSBG Program

The Department of Social Services' responsibility for administering the CSBG program is specifically contained in Section 17b-2 of the Connecticut General Statutes. Michael P. Starkowski is the Commissioner of the Department and is therefore the designated administrator for purposes of the CSBG program. Letter of designation is included in Appendix B.

C. Public Inspection Requirement

Copies of the proposed plan are made available for public inspection at both the CAAs and the Department of Social Services web sites. Documentation provided in Appendix A.

IV. Statement of Federal and CSBG Recovery Act Assurances

A. As part of the annual or biennial application and plan required by Section 676 of the Community Services Block Grant Act as amended, (The Act), the designee of the chief executive of the State of Connecticut, the Commissioner of the Connecticut Department of Social Services, hereby agrees to the Assurances in Section 676 of the Act, unless otherwise stated in the American Reinvestment and Recovery Act ("Recovery Act") of 2009

B. The State further agrees to the following, as required under the Recovery Act:

(1) To submit a plan to the Secretary containing information and provisions that describe the programs for which assistance is sought under the community services block grant program prepared in accordance with and containing the information described in the Recovery Act.

(2) To distribute not less than 99 percent of the Recovery Act allocations made available to the State by the Secretary to make grants to "eligible entities" as defind by Section 673(1) of the CSBG Act for the stated purposes of the Recovery Act.

(3) To make such funds available to eligible entities for obligation during the fiscal year and the succeeding fiscal year, subject to the provisions regarding carryover of unobligated funds as stated in the Appropriations Act. (H.R. 3061)

(4) To spend no more than 1 percent of the State allotment received under the Recovery Act for benefits enrollment coordination activities relating to the identification and enrollment of eligible individuals and families in Federal, State, and local benefit programs.

(5) To fulfill supplemental reporting requirements for CSBG Recovery Act funds.

(6) To provide information describing how the State will carry out activities and services supported by Recovery Act funds.

Signature_____

Claudette J. Beaulieu, Deputy Commissioner
Administrator/Director of Designated Lead Agency

May 8, 2009
Date

V. The Narrative State Plan

A. Administrative Structure

(1) State Administrative Agency

The Connecticut Department of Social Services is a large integrated human services agency administering more than 90 legislatively authorized programs and a budget in excess of $4 billion, nearly a quarter of the state budget. The mission of the Department of Social Services is to serve families and individuals who need assistance in maintaining or achieving their full potential for self-direction, self-reliance and independent living. In support of this mission, DSS provides a continuum of core services for eligible residents of Connecticut that provide a means to access basic needs, improve workforce viability and promote independent living. These core services, that include a number of federally funded programs, provide food and nutritional services, shelter and housing services, income support services, health and behavioral health services and support and safety net services.

Within the Department of Social Services, the Office of Strategic Planning has responsibility for administering the state's Community Services Block Grant Recovery Act Program. The Office of Strategic Planning has responsibility, within the Office of the Commissioner, to align agency vision, mission, goals, operating principles and programs and to develop a strategic plan to guide the agency in preparing to meet future service and program needs. Within this framework, the office serves as the liaison to the Community Action Agencies, administering, in addition to CSBG, the federal Promoting Responsible Fatherhood grant, the Fatherhood Initiative of Connecticut and the implementation of the state's Human Services Infrastructure (HSI) project.

The Office of Strategic Planning supports CSBG Recovery Act implementation by:

- Acting as the liaison between the State of Connecticut and various federal agencies;
- Encouraging local programs to coordinate with each other effectively;
- Promoting improved service delivery through improved agency management and collaboration within the CAA network;
- Informing and advising the executive team and legislative bodies of programmatic issues and concerns;
- Coordinating programs and leveraging funds with other state agencies; and
- Providing technical assistance and training to grantee agencies.

The development of contracts with CSBG Recovery Act eligible entities, including agency specific goals and outcomes, and program monitoring are primarily the responsibility of the staff assigned to the Office of Strategic Planning.

2. Eligible Entities

There are currently twelve (12) Community Action Agencies (CAAs) and one (1) Limited Purpose Agency (LPA) that qualify as eligible entities in Connecticut:

- Action for Bridgeport Community Development, Inc. (ABCD)
- ACCESS Agency, Inc. (ACCESS)
- Bristol Community Organization, Inc. (BCO)
- Community Action Agency of Greater New Haven, Inc. (CAANH)
- Community Action Committee of Danbury, Inc. (CACD)
- Community Renewal Team, Inc. (CRT)
- CTE, Inc.
- Human Resource Agency of New Britain, Inc. (HRANB)
- New Opportunities, Inc. (NOW)
- Norwalk Economic Opportunity Now, Inc. (NEON)
- Training, Education and Manpower, Inc. (TEAM)
- Thames Valley Council for Community Action, Inc. (TVCCA)
- Connecticut Association for Community Action, Inc. (CAFCA)

A map showing the geographic area served by each CAA can be found in Appendix B of this application.

3. Distribution and Allocation of Funds

Connecticut proposes to distribute ninety-nine percent (99.00%) of all CSBG Recovery Act funding to the state's eligible entities based on the allocation formula described below. No funds will be allocated to state agency administration and the remaining one percent (1.00%) of the funds will be used by the State for benefit enrollment coordination activities.

Table I
Proposed Allocation of CSBG Recovery Act Funds

Fund Category	FFY 2009 Proposed Allocations
Eligible Entities	$11,940,245
Benefit Enrollment Coordination	120,609
Total CSBG	**$12,060,854**

B. Description of Criteria and Distribution Formula

The distribution of CSBG funds to eligible entities is governed by Connecticut General Statutes Section 17b-888, which requires that eligible entities be given first priority in the allocation of CSBG funds, and that the Department of Social Services negotiate an agreement with the CAAs on the formula for distribution of funds to each eligible entity. The formula for the distribution of funds was most recently revised in 1997.

Under the present agreement, each CAA receives a base amount equal to one-half of its FFY 1996 allocation. The remaining funds are allocated to CAAs based on the proportion of the state's population at or below 200% of poverty who reside in each CAA service area based on the 2000 census. The formula also includes an adjustment whereby the allocations of ten agencies were reduced by relatively minor amounts to support the allocations of the two agencies that received the smallest increases when the national funding level was increased in FFY 1997. The Department follows federal requirements for the proportional allocation of funds to CAAs. The agreement between the state and the CAAs calls for renegotiation of the distribution formula in the event that there is a substantial decrease in Connecticut's allocation.

C. Description of Distribution and Use of Restricted Funds

All eligible entities in Connecticut are private non-profit agencies. The following table shows the anticipated distribution of CSBG Recovery Act funds to eligible entities in FFY 2009:

Table II
Proposed Allocation to Eligible Entities

Eligible Entities	FFY 2009 Proposed Allocations
Action for Bridgeport Community Development, Inc. (ABCD)	$ 1,294,349
ACCESS Agency, Inc. (ACCESS)	765,963
Bristol Community Organization, Inc. (BCO)	336,372
Community Action Committee of Danbury, Inc. (CACD)	507,448
Community Action Agency of New Haven, Inc. (CAANH)	1,538,789
Community Renewal Team, Inc. (CRT)	2,923,814
CTE, Inc.	604,188
Human Resource Agency of New Britain, Inc. (HRANB)	462,936
Norwalk Economic Opportunity Now, Inc. (NEON)	357,651
New Opportunities, Inc. (NOW)	1,604,847
Training, Education and Manpower, Inc. (TEAM)	392,033
Thames Valley Council for Community Action, Inc. (TVCCA)	805,588
Connecticut Association for Community Action, Inc. (CAFCA)	346,267
TOTAL – Formula Allocations	$ 11,940,245

Allocations to CAAs will be available for use by the CAA for through September 30, 2010. Without prior approval of HHS, any unobligated or unexpended funds remaining after final liquidation and reporting will be returned to the Secretary of HHS.

Funds will be used by eligible entities to support a wide variety of programs that serve the purposes of the Recovery Act and to support the implementation of the state's Human Services Infrastructure (HSI) project.

D. State Community Services Program Implementation

(1) Program Overview

(a) The Service Delivery System of Benefit Enrollment Coordination Activities

Connecticut is a difficult place for poor and low-income workers to live because it has a high cost of living. It is a state of extremes, having the highest per capita income level in the nation, along with some of the poorer cities in the nation. People, especially non-English speaking persons, often need assistance in applying for the services they need. Without access to public and private assistance programs, this vulnerable population can often end up in crisis situations that ultimately can lead to greater state government expense, such as homelessness, lack of medical care or involvement in criminal justice and corrections.

The Connecticut Community Action Network, with twelve (12) agencies providing direct services to residents throughout the state, is well positioned and has the expertise to help the state create a more innovative and automated "one-stop" approach to human services delivery, integrating intake, assessment, state and federal program eligibility, information and referral, and client outcome measurement through ROMA implementation. Through the collaboration of efforts between the Department of Social Services, the CAA Network and the United Way's 2-1-1 Infoline, in an approach known as the Connecticut Human Services Infrastructure (HSI) initiative, the many and vitally important services available through the CAA network for addressing the needs of the state's individuals and families living in poverty are now being delivered in a better coordinated, client-centered and integrated manner.

Utilizing Community Service Block Grant funds (federal), Human Services Infrastructure funds (state), and other federal, state and private program funding streams, CAAs have created an intake and assessment system that provides customers with a comprehensive array of services to meet their needs and support their movement toward self-sufficiency. CAAs have existing and newly forged partnerships with other community-based providers, the faith community, businesses, and state and local government that leverage in-kind resources, improve program efficiency, coordinate service delivery, eliminate duplicative services, and improve community planning.

The majority of the CSBG funds that CAAs receive are used for planning, coordination, and administrative support that are difficult to fund through program grants. These activities include, but are not limited to, performing community needs assessments and supporting the development of automated client tracking and outcome based performance measurement systems required for ROMA compliance. In addition, CSBG funding is used to supplement funding for programs not fully funded by their primary funding sources, and, in some cases, may be used

as the primary source for program funding. Primary funding for direct services such as Employment and Training, Job Readiness, Literacy (ESL and GED) programs, Eviction Prevention, IDA Programs, Early Childhood programming, Nutrition, and Energy Assistance comes from other funding sources. CSBG funding constitutes core CAA funding, and provides the flexible resources that make obtaining, coordinating, leveraging and administering these programs possible. CSBG also provides funding that makes technical assistance, training and administrative support available to the CAA network through the LPA. The Department intends use it's 1% of Recovery Act funds to hire a benefits enrollment coordinator to work in concert with the CAA's to identify communities and/or venues and provide outreach and awareness statewide for the purpose of identifying and enrolling eligible individuals and families in Federal, State and local benefit programs.

(b) Description of Recovery Act Projects

CSBG funding appropriated under the Recovery Act is required to be used "for carrying out activities under sections 674 through 679 of the Community Services Block Grant..." including CSBG activities described in Section 676 (b) of the CSBG Act. In addition, due to the unique nature and purposes of the Recovery Act and to support the President's unprecedented effort to jumpstart the economy, the Department of Social Services will direct the Community Action Agencies to use the Recovery Act Funds for employment-related services and activities that create and sustain economic growth in communities in keeping with the requirements of the CSBG Act The Community Action Agencies will concentrate their efforts in the six eligible services and project categories as follows:

Employment Services and activities shall include but are not limited to:

a) **Job Counseling** services for unemployed and/or 'under-employed' (i.e. non full-time or less than 35-hours/week) customers that include but are not limited to 'job-hunting' skills training, as well as providing local labor market information detailing the jobs available in the community.

b) **Job Placement/Development** services shall include but are not limited to developing comprehensive services designed to place unemployed and under-employed customers in appropriate employment situations. Such services shall include but are not limited to finding vacant positions for which employers agree to interview customers served under this contract and; setting up job interviews for customers.

c) **On-the-Job Training (OJT)** activities shall be designed to enhance the 'job-related' skills of working customers, during their hours of employment. Additional OJT projects may include but are not limited to mobilizing community resources to meet the employment and job training needs of the customers, to increase community or employer awareness of identified employment and training needs of the poor and to arrange for partnerships and coordinated initiatives in employment projects sponsored by the Contractor.

d) **Employment Generating Projects** refer to developing a collaboration(s) with local businesses, services or programs supported or operated by community-based organizations that are dedicated to provide new job opportunities for low income individuals. Component services may include but are not limited to 'part-time' income-enhancing projects such as establishing community-based 'produce market(s)' to sell surplus produce reaped from community gardens. .

e) **Skills Training** includes training in skills for which there are immediate or re-occurring job opportunities in the community. Such skills training shall include but are not limited to word processing, basic computer training, welding or other 'vocational/technical' trade(s) training, and job-hunting related skills.

Other activities which may be provided if funding allows are:

i. **Income Management** services and activities shall include but are not limited to:

a) **Household Financial Counseling, Information and Referral** services shall include but are not limited to providing I&R about income management and related counseling support services, instructing customers about preparing and implementing household budgets, and assisting with personal, credit and general consumer education issues.

b) **Income Tax Counseling** services shall be designed to assist customers in preparing their Federal, State and/or local annual income tax reports, and informing them about the availability of income tax 'credits' and 'benefits'.

c) **Alternative Energy Installations, Public Information (re: Energy Conservation, Residential Energy Conservation Workshops, Weatherization Support)** activities shall include but are not limited to conducting workshops for customers and the general public on 'do-it-yourself' home energy conservation measures. Such workshops shall provide 'how-to' information regarding the installation of solar window collectors, greenhouses, solar hot water heaters and other residential applications of low-cost alternative energy devices.

d) **Other Income Management Projects** shall include but are not limited to those initiatives dedicate toward assisting low-income customers make better use of available income (e.g. organizing credit unions, food co-ops, and car/van pools.

ii. **Housing Assistance** services and activities shall include but are not limited to:

a) **Homeownership Counseling/Loan Assistance** activities shall include but are not limited counseling on homeownership for low-income customers that provides assistance in completing application(s) for Federal 'HUD' and 'Rural Development' (formally FMHA) home loan programs.

b) **Other Housing Counseling and Landlord/Tenant Advocacy** services shall include but are not limited to counseling in landlord/tenant relations, as well as assistance in applying for rent subsidies and with default/displacement and relocation situations, and fair housing concerns.

c) **Home Repair/Rehabilitation** services shall provide home repair and residential rehabilitation services to elderly and other low-income customer households. Component services may also include home maintenance workshops.

d) **Other Housing Programs** may include but are not limited to advocacy/support services for elderly group home placement, home safety and health code standards, home construction for low-income families, urban homesteading initiatives, provision of transportation for customers residing in housing projects, and initiatives to enforce the Federal Community Reinvestment Act.

iii. **Emergency Services** and activities shall include but are not limited to:

a) **Cash Assistance/Loans** shall be made available for customers in the form of one-time cash payment or short-term loans to assist them meet their 'emergency needs' (e.g. shelter, food, clothing, fuel, etc).

b) **Emergency Energy Support** activities shall be designed to amplify or supplement the crisis assistance or fuel payments available under other home energy assistance programs that are operated by the Contractor. Such supplemental payments shall be made available for customers to make emergency energy payments, energy-related repairs, energy-related advocacy and/or crisis interventions, especially with energy suppliers/vendors.

c) **Crisis Intervention & Crisis Case Management** activities shall include direct intervention(s) in emergency situations such as those resulting from child, spouse, alcohol or drug abuse, illness or unemployment. Component services shall include but are not limited to temporary shelter for battered women and crisis hotlines, mediation for customers who have experienced a family emergency situation due to the loss of benefits from programs such as Temporary Family Assistance (TFA) or Food Stamps

d) **Donated Goods/Services/Cash** activities shall involve mobilizing, storing, and distributing donations of money, food, clothing, furniture, wood and other fuels, and professional services to assist customers meet 'one-time' emergencies and/or recovery from disasters (e.g. flood, fire, etc).

e) **Other Emergency Services** shall include but are not limited to transportation for customers to meet family emergency needs, and the provision of legal aid assistance referrals.

f) **Homeless Aid** shall provide homeless customers with temporary shelter and/or food program provisions. Component services may include but are not limited to clothing, medical care and shelter referrals.

g) **Interagency or Statewide Planning and Coordination** initiatives shall be designed as a community cooperative toward meeting community emergency or disaster relief needs through interagency planning and/or program coordination.

iv. **Nutrition** services or activities shall include but are not limited to:

a) **Surplus Food/Commodities Distribution** activities shall include storing and distributing surplus USDA agricultural commodities and other Federally provided emergency food provisions to customers in the community.

b) **Food Pantries/Shelves** shall include organizing and operating community-based distribution outlets of locally donated food (e.g. dented canned goods and overstocked produce) to low-income customers. Component services may also

include staff/cash resource assistance to regional food banks for preparation of food baskets for low-income customers in the community.

c) **'Hot Meals'** program services shall provide hot breakfasts, lunches or dinners for low-income customers in the community. Component services may include but are not limited to preparing and providing congregate (group) or home-delivered meals to customers in the community.

d) **Gardening/Canning/Self-Help Production** activities shall include but are not limited to assisting neighborhood or community gardens improve the diets of low-income customers, operating community-based canneries, or other projects designed to assist low-income customer households preserve fruits, vegetables and meats for long-term storage and consumption..

e) **Nutrition Education/Comprehensive Counseling** services shall include but are not limited to comprehensive training in basic nutrition principles, guidance in consumer behavior, home economics, child and infant nutrition training, etc.

f) **Other Nutrition Projects** shall be designed or dedicated to amplify or supplement the Federal 'Women, Infant and Children' (WIC) program, summer feeding programs for children, as well as provide transportation for customers to community-based nutrition projects or programs.

v. **Health** services and activities may include but are not limited to:

a) **Transportation** to (and from) medical service(s) providers shall be provided to all customers in the Program.

b) **Medical or Dental Screening** expenditures to such providers for services rendered to customers to assess medical or dental needs.

c) **Immunization** expenditures in support of community immunization programs and/or providing immunization services for customers.

d) **Prevention of Drug Abuse or Alcoholism** funding for community programs designed to educate and support prevention of these health problems.

e) **Treatment of Alcohol/Drug Abuse** expenditures on behalf of those customers who are receiving in- or outpatient treatment services for these addictions.

f) **Pregnancy Related, Maternal and Infant Health** expenditures related to health services for expectant and new mothers and their infants.

g) **Family Planning Services** or activities that include but are not limited to family planning, counseling, information and referrals.

h) **Rural Health Programs** designed to coordinate/increase all health resources available and accessible to customers in the community.

i) **Other Primary Health Care** services or activities may include but are not limited to direct primary medical services (e.g. services to eliminate disease, injury, malnutrition, etc.).

In anticipation of additional funding for the Community Services Block Grant (CSBG) under the American Recovery and Reinvestment Act of 2009 (ARRA), The Connecticut Department of Social Services (DSS) met on April 23, 2009 with the planners of the 5 Community Action Agencies (CAA) in Connecticut to identify strategic ways in which to utilize the additional CSBG funds consistently across the state to serve the residents of CT. Federal guidance of the funds, received from the Department of Health and Human Services (HHS), identified the following parameters.

CSBG ARRA funding guidelines:

- ***Administrative Activities*** - 1 percent of the funds made available to each State from this additional amount shall be used for benefits enrollment coordination activities relating to the identification and enrollment of eligible individuals and families in Federal, State, and local benefit programs.
- ***Distribution of Funds in States*** - The Recovery Act requires that States distribute 99 percent of the Recovery Act allocations to "eligible entities" as defined by Section 673(1) of the CSBG Act. States are also reminded that pursuant to Section 676(b)(8) of the CSBG Act, "any eligible entity in the State that received [FY 2008 CSBG] funding in the previous fiscal year through a [CSBG] grant ... will not have its funding terminated ...or reduced below the proportional share of funding the entity received in the previous fiscal year unless, after providing notice and an opportunity for a hearing on the record, the State determines that cause exists for such termination or such reduction, subject to review by [HHS]....".
- ***Utilization of Funds*** - Recovery Act funds may be used "...for carrying out activities under sections 674 through 679 of the Community Services Block Grant Act ..." which includes the CSBG program assurances as stated in Section 676(b) of the CSBG Act. States are to ensure that "...the use of these funds is consistent with the laws and procedures applicable to the State, both with regard to the States' own provisions for obligations and expenditures under State policies, and in accordance with applicable Federal regulations."

Under the CSBG program, eligible entities use funds to provide services and activities addressing employment, education, better use of available income, housing, nutrition, emergency services and/or health to combat the central causes of poverty. Such services continue to be supportable under the CSBG Recovery Act fund. In recognition of the intent of Recovery Act funds, States should encourage their eligible entities to support employment-related services and activities that create and sustain economic growth.

The CAA's planning group, along with administration from DSS, developed the following strategies and/or projects in the areas of Employment Services; Income Maintenance; Housing Assistance; Emergency Services; Nutrition; and Health Services.

Services that may be provided include:

Employment Services

- Partner with local Workforce Investment Boards to provide qualified talent for job openings and on short term training programs.
- Work with local WIBS to hire qualified teachers for the Early Childhood Education Program. Establish a train the trainer program and develop a career path.
- Enhance existing job counseling and placement services including resume writing, interviewing. -Expand GED prep, OJT, mentoring and soft skills training for job retention.
- Build and/or strengthen relationships with employers.
- Collaborate with other non-profit agencies that conduct skill training.
- Expand vocational skills training such as culinary certification, home health care, etc.
- Start a training program particularly designed to help move women into corporate jobs.
- Use CSBG funding for venture capital to launch a for profit enterprise under the CAA agency to create jobs and maintain sustainability. One example might include a shredding business. Another idea is a thrift store.
- Develop programs for job retention.
- Green job efforts: Work with DOL, WIBS and others on training for green jobs, particularly training current HVAC and trades people become green certified. Also, train supervisors in lead abatement and asbestos removal, certified HAZWOPPER training.

Income Maintenance

- Partner with a university to conduct research on best practices for moving families out of poverty.
- Launch a barter system, alternative currency program (similar to Portland Time Bank program presented at Prospering Communities conference. May be a good fit for the suburbs.
- Expand income management programs including VITA, Money Matters, IDA and others.
- Begin a money matters program using the Circles model, use CSBG to sustain program.
- Mortgage and financial literacy planning – expand eligibility requirements temporarily.
- Provide foreclosure counseling that will help move people towards more financially appropriate housing – train counselors.

Housing Assistance

- Create a complimentary/parallel program to EFPP with more expansive guidelines, including eligibility for the unemployed.
- Leverage dollars for homeless prevention where possible.
- Leverage dollars for eviction prevention where possible.
- Expand rapid re-housing.
- Leverage weatherization dollars where possible.

Emergency Services

- Expand emergency energy support.
- Initiatives to build interagency emergency services.

Nutrition

- Create an "Open Choice" food pantry operation that simulates a grocery store.
- Expand nutrition education.

- Jump start the "Moveable Feast" program for 18-55 year olds with health problems, delivering hot meals to families – need a new hot/cold truck.
- Develop a food collaborative initiative.
- Develop an after school program including tutoring and learning to cook.

Health Services

- Expand transportation services.
- Collaborate with other partners to provide medical, dental screening and immunization.

Other

- Build human and infrastructure capacity; need to hire and train new case managers to handle increased caseloads and need to purchase, rent and/or renovate current building space to handle increased caseloads.
- Start another Circles program.
- A Comprehensive Single Moms program to include financial literacy, skill development for early childhood education and behavior modification.
- Expand capacity for fund development.
- Training for current staff to enhance skills.
- Hire 'Community Capacity Builder' – community organizer to identify new partners, strengthen existing coalitions and create a community response to economic recovery.
- Recommend that the administrative allocation be a program expense rather than an admin expense as defined by CSBG.

DSS is currently developing additional contracts with the CAA's to distribute ARRA funds and identify reporting requirements under the CSBG ARRA. Reporting and tracking mechanisms as defined by HHS will insure the appropriate use of CSBG funding. Additional requirements under CSBG ARRA reporting include:

- the total amount of recovery funds received from that agency;
- the amount of recovery funds received that were expended or obligated to projects or activities; and
- a detailed list of all projects or activities for which recovery funds were expended or obligated, including--
    - the name of the project or activity;
    - a description of the project or activity;
    - an evaluation of the completion status of the project or activity;
    - an estimate of the number of jobs created and the number of jobs retained by the project or activity; and
    - for infrastructure investments made by State and local governments, the purpose, total cost, and rationale of the agency for funding the infrastructure investment with funds made available under this Act, and name of the person to contact at the agency if there are concerns with the infrastructure investment.

CAA must develop and submit their plans for utilization of CSBG ARRA money by June 30, 2009. DSS will review plans to insure all parameters of CSBG funding are met including but not limited to the targeting of funds that align to specific needs in CT. At this time, CAA's are

conducting detailed needs assessments to align ARRA funding to community needs. CAA's in CT are structured to secure a fair distribution of funding and supports across the state. The development of plans for use of CSBG ARRA funding is done in partnership with DSS. DSS provides final guidance upon submission of the plans.

(c) The Service Delivery System for Recovery Act Projects

There are currently twelve CAAs and one LPA that qualify for CSBG funding in Connecticut. Each CAA has a specified service area. In Connecticut, CSBG funds are primarily used by CAAs to provide planning and coordination, organize services, encourage innovative and effective approaches to addressing the causes of poverty, broadening the resource base for programs and services, and for core administrative expenses. With CSBG as base funding, CAAs operate a wide range of programs with other funds from DSS (including, but not limited to, Energy Assistance, Weatherization, and Child Day Care), other state agencies, federal agencies and municipalities, as well as private donations.

Through the collaboration of efforts between the Department of Social Services, the CAA Network and the United Way's 2-1-1 Infoline, in an approach known as the Connecticut Human Services Infrastructure (HSI) initiative, the many and vitally important services available through the CAA network for addressing the needs of the state's individuals and families living in poverty are now being delivered in a better coordinated, client-centered and integrated manner.

(d) Linkages

Partnering and forming alliances with other local service providers is an integral part of the role of a Community Action Agency. The Department of Social Services requires that every CAA discuss its efforts to coordinate services in their service delivery area as part of its annual community action plan and report the extent to which it succeeds as a ROMA outcome. Linkages, both statewide and local, are also an integral part of the HSI approach.

For FFY 2007, the CAA network reported that they have formed a total of 1,463 organizational partnerships, 122 of those with faith-based organizations, in their efforts to expand resources and opportunities in order to achieve family and community outcomes.

Like all the state's community action agencies, ACCESS is involved in multiple community collaborations that serve to link area services. One,

the Non-Profit Alliance of Northeast CT (NANC), states as its mission: *Through cooperation and a shared vision, NANC enhances the capacity of nonprofit organizations so that individuals, families and communities in Northeast CT flourish.* In support of that mission, NANC has created a Basic Needs Data Snapshot and a Human Services Inventory for Northeast CT. In addition, ACCESS staff members co-chair the Greater Windham Safety Net Team and the Greater Killingly Community Care Team. These Teams emphasize case conferencing and interagency collaboration specifically around the needs of people experiencing homelessness. The Teams meet regularly throughout the year, but more frequently during the Fall and Winter while the No-Freeze Shelter (a walk-in emergency shelter for homeless individuals) is in business. The Teams developed and agreed upon a Memorandum of Understanding as well as a Release of Information with all agency names on it. This enables Team members to discuss hard-to-serve, chronically homeless individuals and families in a seamless way, with the intent of helping these folks as quickly and as effectively as possible without duplicating efforts.

(e) Coordination with Other Public and Private Resources

The leveraging of third party resources is also an integral part of the role of the CAA. For FFY 2007 Connecticut's CAAs, receiving approximately $7 million in CSBG funding, reported leveraging a total of more than $197 million, including over $40 million in state resources, over $18 million in private resources, and almost $4 million in local resources.

(f) Innovative Community and Neighborhood Based Initiatives

As an outgrowth of their participation in The Connecticut Regional Initiative to Eliminate Achievement and Economic Gaps, one (1) CAA, ABCD, has launched The Total Learning Initiative. ABCD's innovative effort to close the achievement gap in public schools in partnership with the Bridgeport Board of Education expanded from one kindergarten classroom to 16 kindergarten classrooms and 2 first grade classes involving 6 elementary schools. The number of children participating in the program grew from 22 to 450 with over 200 parents participating in scheduled family activities.

The key elements of this birth to grade four initiative involve a multi-sensory, arts-infused, approach to curriculum, an enhanced learning environment (small class sizes, an extended day and year), embedded extensive professional development, family support services, parent involvement, parent and infant/toddler programs, and an independent evaluation.

Total Learning children are tested and measured against control groups and have demonstrated significant advances in scholastic and social achievement. Early results from the independent evaluation component

are confirming the thesis that the Total Learning techniques and practices are making a measurable difference in both academic achievement levels of the children as well as social and behavioral skills.

(2) Community Needs Assessments

The Department receives from each CAA an annual community action plan that includes a community needs assessment conducted on their own or in collaboration with others for their service delivery area. Needs assessment and development of the plan is one of several topics covered in a series of regularly scheduled meetings with CAA planners that are attended by all CAAs, a designee of the State Office and led by the LPA.

E. Fiscal Controls and Monitoring

(1) State Program Monitoring

(a) On-site Review

On-site monitoring visits to each Community Action Agency in the state were conducted during 2007. Reports from those visits were issued to each agency, citing successes that were noted along with areas that needed to be addressed. Strategic Planning staff has been working with CAA staffs to ensure that findings are being addressed. Since the CAAs often have multiple contracts for several of the programs administered by DSS, the Department has conducted a joint monitoring project with the CAAs. Under this model, several program staff, along with CSBG staff participated in the monitoring visits at the same time. The goal was to conduct a more holistic monitoring, to better assess the level of internal program coordination, and to help reduce the time and effort CAA staff and administration must devote to the monitoring process. This met with very positive feedback from CAA staffs. All monitoring reports are on file at Central Office.

(b) Newly Designated Entities

In the event that the state designates a new eligible entity, Connecticut will conduct an on-site review after the completion of the entity's first year of operation.

(c) **Follow-up Reviews** of Agencies that Fail to Meet Goals, Standards, and Requirements Established by the State.

The initial response to an agency's failure to meet goals, standards or contract requirements, is made by the DSS staff responsible for overseeing the contract. Depending upon the nature, duration and extent of the problem, additional Department staff and contracted resources will be drawn upon to address specific problems in addition to drawing upon the

staff resources of the LPA and other CAAs. As detailed in its annual report of training and technical assistance efforts (included in Appendix B), DSS staff, in collaboration with the LPA and their sub contractor, the Northeast Institute for Quality Community Action (NIQCA), is currently working closely with two (2) CAAs: CAA-NH regarding its overall and fiscal stability and CACD regarding its Board composition, by-laws and function. Past efforts with another agency, NEON, appear to be paying off, with a revitalized Board and improved fiscal controls and reporting capabilities.

(d) Other Reviews, as Appropriate

As noted above, often the initial response to any indications of problems at a CAA is made by the DSS program staff with appropriate support provided by fiscal and contract staff. Additionally, the LPA is funded by DSS with CSBG funds for technical assistance and training. The type and level of intervention will be dictated by the individual circumstances of the CAA.

In its continuing efforts to support capacity-building and organizational development in each CAA, and insure a strong CAA network, DSS continues to provide additional funds to the LPA to support statewide implementation of the Quality Community Action System (QCAS). The QCAS is a self-assessment, peer review and quality improvement process involving CAA staff, board members and local community members that is led by the Northeast Institute for Quality Community Action (NIQCA), with assistance from LPA staff. All twelve (12) of Connecticut's CAAs have now completed a self-assessment, with some beginning the process again. Additionally all have either completed a Peer Review or have one scheduled.

(e) Eligible Entity Audits

The following table lists the date of the last audit and the period covered by the audit:

TABLE V
Agency Audits

Agency	Last Audit	Period Covered
ABCD	9/30/07	10/1/06-9/30/07
ACCESS	6/30/07	7/1/06-6/30/07
BCO	6/30/07	7/1/06-6/30/07
CACD	12/31/07	1/1/07-12/31/07
CRT	12/31/06	1/1/06-12/31/06
CTE	9/30/07	10/1/06-9/30/07
CAANH	9/30/07	10/1/06-9/30/07
HRANB	6/30/07	7/1/06-6/30/07
NEON	12/31/06	1/1/06-12/31/06

NOW	10/30/07	11/1/06-10/30/07
TEAM	4/30/07	5/1/06-4/30/07
TVCCA	3/31/07	4/1/06-3/31/07
CAFCA	12/31/06	1/1/06-12/31/06

2) Corrective Action, Termination and Reduction of Funding

Connecticut continues to follow the procedures specified in Section 678C of the Act in its work with the Community Action Agency of New Haven (CAANH), and the Community Action Committee of Danbury (CACD), eligible entities that the State determined, based on its regular and ongoing monitoring and review, were failing to comply with the requirements of their contract under the terms of the state plan and the Act. The Department is working closely with the Executive Directors and Boards, as appropriate, monitoring progress and compliance with corrective actions plans that are currently in place to address identified weaknesses and deficiencies.

(3) Tracking

To insure compliance with Section 1512 of the American Recovery and Reinvestment Act of 2009, the Department has established a separate account for CSBG Recovery Act Funds, with separate project codes for the 99% funding going to the state's eligible entities and the 1% held by the state for benefit enrollment coordination activities. Additionally, the state will enter into separate contracts with its eligible entities for the services to be provided using CSBG Recovery Act funds.

F. Reporting and Registration Requirements

In accordance with Section 1512 of the American Recovery and Reinvestment Act of 2009, Public Law 111-5, the designee of the chief executive of the State hereby agrees to the following reporting and registration requirements:

(1) This award requires the recipient to complete projects or activities which are funded under the Recovery Act and to report on use of Recovery Act funds provided through this award. Information from these reports will be made available to the public.

(2) The reports are due no later than ten calendar days after each calendar quarter in which the recipient receives the assistance award funded in whole or in part by the Recovery Act.

(3) Recipients and their first-tier recipients must maintain current registrations in the Central Contractor Registration (www.ccr.gov) at all times during which they have active federal awards funded with Recovery Act funds. A Dun and Bradstreet Data Universal Numbering System (DUNS) Number (www.dnb.com) is one of the requirements for registration in the Central Contractor Registration.

(4) The recipient shall report the information described in Section 1512(c) using the reporting instructions and data elements that will be provided online at www.FederalReporting.gov and ensure that any information that is pre-filled is corrected or updated as needed.

APPENDIX A

DOCUMENTATION OF LEGISLATIVE AND PUBLIC HEARINGS

Appropriations, Human Services and Public Health Committees

PUBLIC HEARING AGENDA

Monday, September 22, 2008

10:00 A.M. in Room 1E of the Legislative Office Building

I. BLOCK GRANT ALLOCATION PLANS FOR REVIEW

1. Maternal and Child Health Services - Appropriations and Public Health
2. Preventive Health and Health Services - Approps. and Public Health
3. Substance Abuse Prevention and Treatment - Approps. and Public Health
4. Community Mental Health Services - Approps, P. Health, H. Services
5. Community Services - Appropriations and Human Services
6. Social Services - Appropriations and Human Services

Committee Meetings will be held immediately following the public hearing to take action on the plans.

Please Note: Limited parking facilities make it impossible to guarantee parking for members of the public attending meetings and functions at the Capitol and LOB. Parking for the public will be on a space-available basis only.

According to C.G.S. 2-le, at the State Capitol and Legislative Office Building, possession, other than for law enforcement or official ceremonial purposes, of any firearm, whether loaded or unloaded, or billy club, switchblade, gravity knife, bludgeon, brass knuckles or any other dangerous or deadly weapon or instrument, or any explosive, incendiary or other dangerous device, is illegal and punishable by up to five years in prison and $5,000.

Per Joint Rule 30(c), no person shall use a cellular telephone or similar device (pager) in the Senate Chamber while the Senate is meeting, in the House Chamber while the House is meeting, or in any room or area while a committee is meeting or holding a public hearing. DEVICES MUST BE DEACTIVATED OR HAVE THE ALERT MODE SET TO SILENT.

Human Services Committee

MEETING MINUTES

Monday, September 22, 2008

12:30 P.M. in Room 1E of the LOB

The meeting was called to order at 12:22 p.m. by Chairman, Rep. Villano P. 091.

The following committee members were present:

Senators: Kissel J. S07

Representatives: Abercrombie C. 083; Adinolfi A. 103; Burns R. 077; Butler L. 072; Caron M. 044; Chapin C. 067; Jarmoc K. 059; Orange L. 048; Villano P. 091; Walker T. 093

I. Rep. Villano, P. 91 requested a motion to approve The Community Services Block Grant Allocation Plan FFY 2009, October 1, 2008-September 30, 2009; the Community Mental Health Services Block Grant Allocation Plan Federal Fiscal Year 2009; and the Social Services Block Grant Allocation Plan Federal Fiscal Year 2009 with technical revisions.

So moved by Rep. Butler, L. 72 and seconded by Rep. Abercrombie, C. 83.

Rep. Villano, P. 91 asked the clerk to call the roll for the vote. The motion carried. Total voting 11, voting yea 11, voting nay 0, abstaining 0, absent and not voting 8.

Rep. Villano, P. 91 recessed the meeting at 12:26 p.m.

The meeting was formally adjourned at 1:00 p.m.

Jeanie B. Phillips

Committee Clerk

APPENDIX B

ADDITIONAL DATA OR INFORMATION

B1. Statutory Authorities

- CGS Chapter 319o Department of Social Services. Sec. 17b-2.
- CGS Chapter 319yy Community Action Agencies. Sec. 17b-885-895

B2. CT CAA Service Delivery Area Map

B3. Federal Certifications

- Regarding Environmental Tobacco Smoke
- Regarding Debarment, Suspension, and Other Responsibility Matters -- Primary Covered Transactions
- Regarding Drug-Free Workplace Requirement
- Regarding Lobbying

CGS. Chapter 319o Department of Social Services

Sec. 17b-2. Programs administered by the Department of Social Services. The Department of Social Services is designated as the state agency for the administration of (1) the child care development block grant pursuant to the Child Care and Development Block Grant Act of 1990; (2) the Connecticut energy assistance program pursuant to the Low Income Home Energy Assistance Act of 1981; (3) programs for the elderly pursuant to the Older Americans Act; (4) the state plan for vocational rehabilitation services for the fiscal year ending June 30, 1994; (5) the refugee assistance program pursuant to the Refugee Act of 1980; (6) the legalization impact assistance grant program pursuant to the Immigration Reform and Control Act of 1986; (7) the temporary assistance for needy families program pursuant to the Personal Responsibility and Work Opportunity Reconciliation Act of 1996; (8) the Medicaid program pursuant to Title XIX of the Social Security Act; (9) the food stamp program pursuant to the Food Stamp Act of 1977; (10) the state supplement to the Supplemental Security Income Program pursuant to the Social Security Act; (11) the state child support enforcement plan pursuant to Title IV-D of the Social Security Act; and (12) the state social services plan for the implementation of the social services block grants and community services block grants pursuant to the Social Security Act. The Department of Social Services is designated a public housing agency for the purpose of administering the Section 8 existing certificate program and the housing voucher program pursuant to the Housing Act of 1937.

(P.A. 93-262, S. 2, 87; June 18 Sp. Sess. P.A. 97-2, S. 19, 165.)

History: P.A. 93-262 effective July 1, 1993; June 18 Sp. Sess. P.A. 97-2 deleted a reference to the JOBS program, replaced a reference to the aid to families with dependent children program pursuant to Title IV-A of Social Security Act with temporary assistance for needy families program pursuant to the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 and made technical and conforming changes, effective July 1, 1997.

See Secs. 17a-453a, 17a-453b re inclusion of certain clients of department in behavioral health managed care program operated by Department of Mental Health and Addiction Services.

Cited. 44 CA 143.

Subdiv. (10):

Cited. 233 C. 557.

CGS Chapter 319yy. Community Action Agencies

Sec. 17b-885. (Formerly Sec. 17-635). Definitions. When used in sections 17b-885 to 17b-895, inclusive:

(a) "Commissioner" means the Commissioner of Social Services;

(a) "Community action agency" means a public or private nonprofit agency which has previously been designated by and authorized to accept funds from the federal Community Services Administration for community action agencies under the Economic Opportunity Act of 1964 or a successor agency established pursuant to section 17b-892;

(b) "Community action program" means a community based and operated program which: (1) Includes or is designated to include a sufficient number of projects or components to provide a range of services and activities having a measurable and potentially major impact on causes of poverty in the community or those areas of the community where poverty is a particularly acute problem; (2) organizes and combines its component projects and activities in a manner appropriate to carry out the provisions of sections 17b-885 to 17b-895, inclusive; and (3) conforms to any other criteria the commissioner may prescribe consistent with the provisions of said sections;

(c) "Community" means a municipality or a county, or any combination thereof, or a neighborhood or other area, irrespective of boundaries or political subdivisions, which provides a suitable organizational base and possesses the commonality of interest and need for a community action program.

(P.A. 82-84, S. 1, 12; P.A. 83-20, S. 1, 6; P.A. 93-262, S. 1, 87.)

History: P.A. 83-20 redefined "community action agency", adding "a successor agency established pursuant to section 17-467" and deleting "a similar agency recognized as a community action agency by the commissioner"; Sec. 17-460 transferred to Sec. 17-635 in 1991; P.A. 93-262 authorized substitution of commissioner and department of social services for commissioner and department of human resources, effective July 1, 1993; Sec. 17-635 transferred to Sec. 17b-885 in 1995.

Sec. 17b-886. (Formerly Sec. 17-636). Agency board. (a) Each community action agency shall administer its program through a community action board which shall consist of not more than fifty-one and not less than fifteen members and shall be so constituted that:

(1) One-third of the members of the board are elected public officials currently holding office, or their designees, except that if the number of elected officials reasonably available and willing to serve is less than one-third of the membership of the board, membership on the board of appointive public officials may be counted in meeting such one-third requirement;

(2) At least one-third of the members of the board are persons chosen in accordance with democratic selection procedures adequate to assure that they are representative of the poor in the area served; and

(3) The remainders of the members of the board are officials or members of business, industry, labor, religious, welfare, education or other major groups and interests in the community.

(b) Each member of the board selected to represent a specific geographic area within a community shall reside in the area he represents.

(P.A. 82-84, S. 2, 12; P.A. 83-20, S. 2, 6; P.A. 00-158, S. 1, 3.)

History: P.A. 83-20 amended Subsec. (a) by changing from eighteen to fifteen the minimum number of members for the board; Sec. 17-461 transferred to Sec. 17-636 in 1991; Sec. 17-636 transferred to Sec. 17b-886 in 1995; P.A. 00-158 deleted provision in Subsec. (b) that had limited terms for certain board members, effective May 26, 2000.

Sec. 17b-887. (Formerly Sec. 17-637). Agency functions. The functions of a community action agency shall, subject to the provisions of sections 17b-885 to 17b-895, inclusive, and the approval of the Commissioner of Social Services, include, but not be limited to:

(1) Planning systematically for and evaluating the program, including actions to develop information as to the problems and causes of poverty in the community, to determine how much and how effectively assistance is being provided to deal with those problems and causes, and to establish priorities among projects, activities, and areas as needed for the best and most efficient use of resources;

(2) Encouraging agencies engaged in activities related to the community action program to plan for, secure and administer assistance available under sections 17b-885 to 17b-895, inclusive, or from other sources on a common or cooperative basis; providing planning or technical assistance to those agencies; and generally, in cooperation with community agencies and officials, undertaking actions to improve existing efforts to attack poverty, such as improving day to day communications, closing the service gaps, focusing resources on the most needy, and providing additional opportunities to low-income individuals for regular employment or participation in the programs or activities for which those community action agencies and officials are responsible;

(3) Initiating and sponsoring projects responsive to needs of the poor which are not otherwise being met, with particular emphasis on providing central or common services that can be drawn upon by a variety of related programs, developing new approaches or new types of services that can be incorporated into other programs, and filling gaps pending the expansion or modification of those programs; providing technical assistance and other support needed to enable the poor and neighborhood groups to secure on their own behalf available assistance from public and private sources; and

(4) Joining with and encouraging business, labor and other private groups and organizations to undertake, together with public officials and agencies, activities in support of the community action program which will result in the additional use of private resources and capabilities, with a view to such things as developing new employment opportunities, stimulating investment that will have a measurable impact in reducing poverty among residents of areas of concentrated poverty, and providing methods by which residents of those areas can work with private groups, firms and institutions in seeking solutions to problems of common concern.

(P.A. 82-84, S. 3, 12; P.A. 93-262, S. 1, 87.)

History: Sec. 17-462 transferred to Sec. 17-637 in 1991; P.A. 93-262 authorized substitution of commissioner and department of social services for commissioner and department of human resources, effective July 1, 1993; Sec. 17-637 transferred to Sec. 17b-887 in 1995.

Sec. 17b-888. (Formerly Sec. 17-638). Agency funding. Transfer of funds; delegation of powers. A community action agency shall have authority to enter into contracts with private and public nonprofit agencies, to receive and administer funds received pursuant to sections 17b-885 to 17b-895, inclusive, to receive and administer funds and contributions from private and local public sources which may be used in support of a community action program, and to receive and administer funds under any federal or state assistance program pursuant to which a public or private nonprofit agency, organized in accordance with sections 17b-885 to 17b-895, inclusive, could act as grantee, contractor or sponsor of projects appropriate for inclusion in a community action program. Community action agencies and limited purpose agencies previously funded by the Community Services Administration, subject to federal law or regulation, shall be given first priority in the allocation of federal funds under the Community Services Block Grant Act or of any subsequent federal funds that were previously designated as Community Services Administration funds. Such funds shall be distributed through an agreement between the commissioner and the community action agencies. If such agreement is not reached by four weeks before the block grant plan is to be submitted to the General Assembly pursuant to section 4-28b, the Governor and the commissioner shall make the final decision on distribution. In the event the community services block grant is eliminated, each community action agency shall also be given due consideration, subject to the restrictions of applicable law or regulation, in the distribution of federal, state or municipal funds that are available to support antipoverty programs that have been administered by that agency on or after July 1, 1981. A community action agency, subject to the approval of its governing board, shall have authority to transfer funds received and to delegate powers to other agencies.

(P.A. 82-84, S. 4, 12; P.A. 83-20, S. 3, 6.)

History: P.A. 83-20 changed the process for the distribution of funds from a formula based on population to an agreement between the commissioner and the agencies and applied provisions to agencies previously funded by the Community Services Administration; Sec. 17-463 transferred to Sec. 17-638 in 1991; Sec. 17-638 transferred to Sec. 17b-888 in 1995.

Sec. 17b-889. (Formerly Sec. 17-639). Program; community participation; agency priorities. Each community action agency shall establish procedures to assure maximum feasible participation of neighborhood-based organizations, residents of the community and members of the groups served to assist such agency in prioritizing, planning, conducting and evaluating components of the community action program. Agency priorities established under this section shall not be modified without substantial documentation of changed circumstances and, when practicable, the approval of the parties involved in setting those priorities.

(P.A. 82-84, S. 5, 12.)

History: Sec. 17-464 transferred to Sec. 17-639 in 1991; Sec. 17-639 transferred to Sec. 17b-889 in 1995.

Sec. 17-890. (Formerly Sec. 17-640). Program; participant objectives. The priorities of a community action program may include, but not be limited to, component projects designed to assist participants including the elderly poor, in attaining the following objectives.

(1) To secure and retain meaningful employment;

(2) To obtain adequate education;

(3) To provide for education and care of young children;

(4) To make better use of available income;

(5) To provide and maintain adequate housing and a suitable living environment;

(6) To provide information and education on, and access to healthful nutrition;

(7) To obtain services for the prevention of and rehabilitation from drug abuse and alcoholism;

(8) To obtain emergency assistance to meet immediate and urgent individual and family needs, including the need for health services, nutritious food, housing, energy and unemployment-related assistance;

(9) To remove obstacles and solve personal and family problems which block the achievement of self-sufficiency;

(10) To achieve greater participation in the affairs of the community;

(11) To make more frequent and effective use of other programs related to the purposes of sections 17b-885 to 17b-895, inclusive;

(12) To stimulate and take full advantage of capabilities for self-advancement; and

(13) To designate violence-free zones in accordance with the federal Community Services Block Grant Program (42 USC 9908), for the purpose of addressing the needs of youth through 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. As used in this subdivision, "violence-free zone" means a geographic area within a targeted investment community, as defined in section 32-222, that has chronically high levels of crime, violence, unemployment, family dissolution and juvenile delinquency and a low rate of home ownership.

(P.A. 82-84, S. 6, 12; P.A. 00-158, S. 2, 3.)

History: Sec. 17-465 transferred to Sec. 17-640 in 1991; Sec. 17-640 transferred to Sec. 17b-890 in 1995; P.A. 00-158 added Subdiv. (13) re designation of violence-free zones, effective May 26, 2000.

Sec. 17b-891. (Formerly Sec. 17-641). Delegation of administration of component projects by agencies; area representation. Where consistent with sound and efficient management and subject to federal law and regulations and the regulations adopted pursuant to section 17b-895, a community action agency may delegate the administration of component projects to other agencies. When a community action agency places responsibility for major policy determinations with respect to the character, funding, extent and administration of and budgeting for programs to be carried on in a particular geographic area within the community in a subsidiary board, council, or similar agency, such board, council or agency shall be broadly representative of such area.

(P.A. 82-84, S. 7, 12.)

History: Sec. 17-466 transferred to Sec. 17-641 in 1991; Sec. 17-641 transferred to Sec. 17b-891 in 1995.

Sec. 17b-892. (Formerly Sec. 17-642). Failure to comply with statutes; loss of designation to serve; assistance to establish new agency. A community action agency shall lose its designation to serve a political subdivision, or a group of political subdivisions, only if the commissioner finds after adequate notice, a written statement of reasons and a fair hearing held in the community served by the agency that such agency has materially failed to comply with sections 17b-885 to 17b-895, inclusive. In such case, the commissioner may provide financial assistance to other public or private nonprofit agencies to aid them in establishing a community action agency in the area no longer served.

(P.A. 82-84, S. 8, 12; P.A. 83-20, S. 4, 6.)

History: P.A. 83-20 authorized financial assistance to establish an agency in the area no longer served; Sec. 17-467 transferred to Sec. 17-642 in 1991; Sec. 17-642 transferred to Sec. 17b-892 in 1995.

Sec. 17b-893. (Formerly Sec. 17-643). Financial assistance. The commissioner may provide financial assistance to community action agencies for planning, conducting, administering and evaluating community action programs and component projects.

(P.A. 82-84, S. 9, 12; P.A. 83-20, S. 5, 6.)

History: P.A. 83-20 deleted former Subsec. (a) re provision of assistance to establish a new agency in an area not previously served; Sec. 17-468 transferred to Sec. 17-643 in 1991; Sec. 17-643 transferred to Sec. 17b-893 in 1995.

See Sec. 17b-892 re community action agency's loss of designation to serve, and financial assistance to other agencies to aid them in establishing a community action agency.

Sec. 17b-894. (Formerly Sec. 17-644). Representatives of community action agencies recognized as knowledgeable on issues affecting low income, elderly and handicapped persons. Compliance with civil rights laws. (a) Representatives of community action agencies shall be recognized as knowledgeable on issues affecting low income, elderly and handicapped citizens for the purposes of sharing information with governmental bodies considering such issues.

(b) All community action agencies, other agencies, contractors and boards thereof included in the provisions of sections 17b-885 to 17b-895, inclusive, shall comply with federal, state and local civil rights laws.

(P.A. 82-84, S. 10, 12.)

History: Sec. 17-469 transferred to Sec. 17-644 in 1991; Sec. 17-644 transferred to Sec. 17b-894 in 1995.

Sec. 17b-895. (Formerly Sec. 17-645). Regulations. On or before October 1, 1982, the Commissioner of Social Services shall adopt regulations, in accordance with the provisions of chapter 54, to implement sections 17b-885 to 17b-894, inclusive.

(P.A. 82-84, S. 11, 12; P.A. 93-262, S. 1, 87.)

History: Sec. 17-470 transferred to Sec. 17-645 in 1991; P.A. 93-262 authorized substitution of commissioner and department of social services for commissioner and department of human resources, effective July 1, 1993; Sec. 17-645 transferred to Sec. 17b-895 in 1995.

CT CAA SERVICE DELIVERY AREA MAP

Community Action Agency Operating Area

Action for Bridgeport Community Development, Inc. (ABCD)
(203) 384-6904

Bristol Community Organization, Inc. (BCO)
(860) 582-7490

The Community Action Committee of Danbury, Inc. (CACD)
(203) 748-5422

The Community Renewal Team of Greater Hartford, Inc. (CRT)
(860) 560-5745 & (800) 798-3805

TEAM, Inc.
(203) 736-5420

Human Resources Agency of New Britain, Inc. (HRAofNB)
(860) 223-2288

Community Action Agency of New Haven, Inc. (CAAofNH)
(203) 397-5723; (203) 387-7700

Norwalk Economic Opportunity Now, Incorporated (NEON)
(203) 854-1843; (203) 854-1800

Thames Valley Council for Community Action, Inc. (TVCCA)
(860) 889-1365

CTE, Inc. (CTE)
(203) 352-4846

New Opportunities for Waterbury, Inc. (NOW)
(203) 575-9799 ext. 233 or 234

The ACCESS Agency, Inc.
(860) 450-7400

Community Action Agency Operating Areas

CERTIFICATION REGARDING ENVIRONMENTAL TOBACCO SMOKE

Public Law 103227, Part C Environmental Tobacco Smoke, also known as the Pro Children Act of 1994, requires that smoking not be permitted in any portion of any indoor routinely owned or leased or contracted for by an entity and used routinely or regularly for provision of health, day care, education, or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for inpatient drug or alcohol treatment. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to $1000 per day and/or the imposition of an administrative compliance order on the responsible entity. By signing and submitting this application the applicant/grantee certifies that it will comply with the requirements of the Act.

The applicant/grantee further agrees that it will require the language of this certification be included in any sub-awards which contain provisions for the children's services and that all sub-grantees shall certify accordingly.

_____ May 29, 2009

Signature Date

CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS

Certification Regarding Debarment, Suspension, and Other Responsibility Matters -- Primary Covered Transactions

Instructions for Certification

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.

2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

5. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.

6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled ``Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

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Certification Regarding Debarment, Suspension, and Other Responsibility Matters -- Primary Covered Transactions

(1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;

(b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

(2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS

This certification is required by the regulations implementing the Drug-Free Workplace Act of 1988: 45 CFR Part 76, Subpart, F. Sections 76.630(c) and (d)(2) and 76.645(a)(1) and (b) provide that a Federal agency may designate a central receipt point for STATE-WIDE AND STATE AGENCY-WIDE certifications, and for notification of criminal drug convictions. For the Department of Health and Human Services, the central point is: Division of Grants Management and Oversight, Office of Management and Acquisition, Department of Health and Human Services, Room 517-D, 200 Independence Avenue, SW Washington, DC 20201.

Certification Regarding Drug-Free Workplace Requirements (Instructions for Certification)

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification set out below.

2. The certification set out below is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, the agency, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.

3. For grantees other than individuals, Alternate I applies.

4. For grantees who are individuals, Alternate II applies.

5. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.

6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio studios).

7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five).

8. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

Controlled substance means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

Conviction means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

Criminal drug statute means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

Employee means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All direct charge employees; (ii) All indirect charge employees unless their impact or involvement is insignificant to the performance of the grant; and, (iii) Temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Certification Regarding Drug-Free Workplace Requirements

Alternate I. (Grantees Other Than Individuals)

The grantee certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an ongoing drug-free awareness program to inform employees about –

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will –

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency in writing, within ten calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under paragraph (d)(2), with respect to any employee who is so convicted –

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).

(B) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check if there are workplaces on file that are not identified here.

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, ``Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

_____
Signature

Deputy Commissioner
Title

Connecticut Department of Social Services
Organization

Statement for Loan Guarantees and Loan Assurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form – LLL, "Disclosure Form to report Lobbying," in accordance with its instructions.

_____
Signature

Deputy Commissioner
Title

May 29, 2009
Date