

# CalFresh Outreach Contract

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FFY 2019-2021

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# Webinar logistics

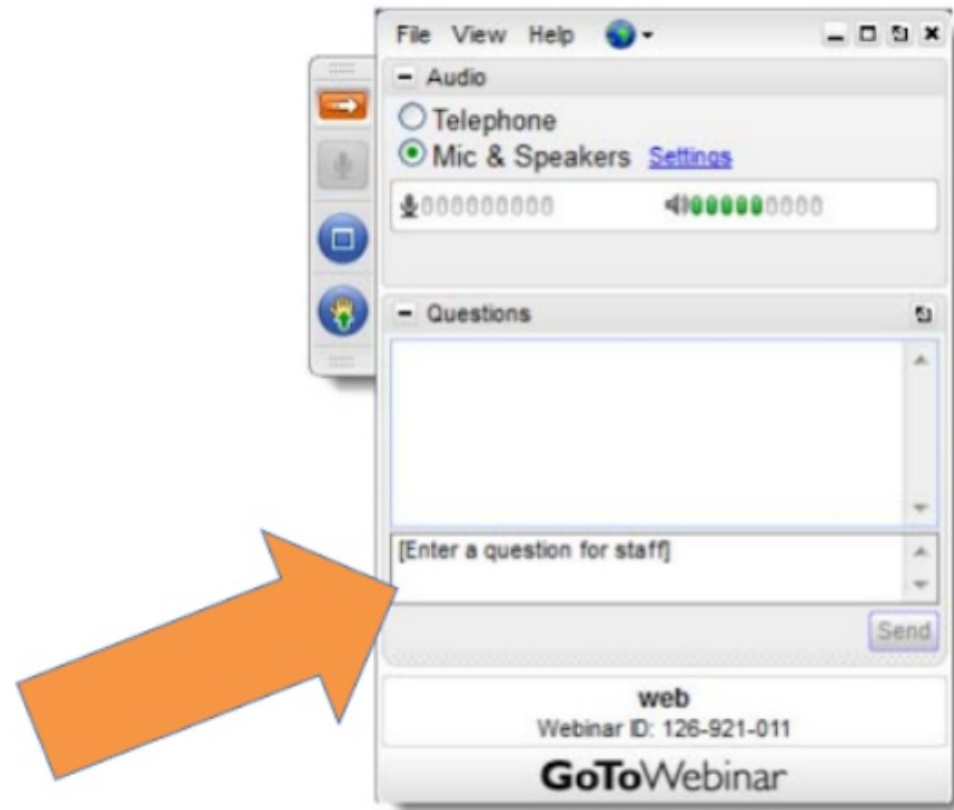
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## **We're recording**

The webinar is being recorded and will be posted on our website

## **Got Questions?**

Type them in the question pane on your control panel



# Welcome to FFY 2019!

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Overview of CAFB's role

Contract

Calendar

Q&A

# CAFB Staff

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Emma Gagliardi – [emma@cafoodbanks.org](mailto:emma@cafoodbanks.org), 510-350-9912

Josh Hoobler – [josh@cafoodbanks.org](mailto:josh@cafoodbanks.org), 510-350-9918

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# CAFB's role

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## FISCAL

- Monitor Time/Effort Spent on SOW Activities
  - Quarterly time studies/logs
- Initiate the quarterly invoicing process each quarter
- Work with to ensure that all invoiced costs have been budgeted and are allowable
- Equipment loans

## PROGRAM

- Provide technical assistance and training
- Spread promising practices
- Mentorship project
- Peer to Peer meeting (February/March)
- Residential training (August/September)
- Partner with state to provide outreach perspective
- Site visits

# Contract

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## Contract is delayed

- CDSS will backdate to October 1

## Fiscal

- Shifting of agency load between Paul and Josh
- Changes to the invoicing guide format are under consideration

## Program

- New program deliverables
- Track HHs with people who are 60+, working, include minors, veteran/military members, college students, and/or have language access barriers
- SSI cash out, ABAWD re-implementation

# Calendar



## CalFresh Outreach & Access FFY 2019 Calendar

SEPTEMBER	<b>FFY 2018 ends September 30, 2018</b>
OCTOBER	<b>MOUs, Final Reports, Invoices for FFY 2018 Due; Time Study Month</b> <ul style="list-style-type: none"><li>Signed MOUs due – TBD</li><li>Year End Report Due by October 10</li><li>FFY 2018 4<sup>th</sup> Quarter State Share Documentation &amp; Federal Share Invoices due October 12</li><li>Attend new subcontractor orientation (if applicable)</li><li>Staff will receive Time Study Forms to track time spent on approved activities</li></ul>
NOVEMBER	<b>Paperwork Due to CAFB</b> <ul style="list-style-type: none"><li>Signed and completed October Time Studies due November 9</li></ul>
DECEMBER	<b>1<sup>st</sup> Quarter Ends December 31, 2018</b>
JANUARY	<b>Documents Due to CAFB</b> <ul style="list-style-type: none"><li>1<sup>st</sup> Quarter State Share Documentation and Federal Share Invoices due January 18</li><li>Program Report due January 15</li><li>Civil Rights training by January 31</li><li>Confidentiality form due by January 31</li></ul>
FEBRUARY	<b>CalFresh Peer to Peer Meeting and CalFresh Forum</b> <ul style="list-style-type: none"><li>CAFB Peer to Peer Meeting (Sacramento) – date TBD</li><li>California Food Policy Advocates' CalFresh Forum (Sacramento) – date TBD</li></ul>
MARCH	<b>2<sup>nd</sup> Quarter Ends March 31, 2018; Time Study Month</b> <ul style="list-style-type: none"><li>Staff will receive Time Study Forms to track time spent on approved activities</li></ul>
APRIL	<b>Documents Due to CAFB</b> <ul style="list-style-type: none"><li>Mid-year Report due April 15</li><li>2<sup>nd</sup> Quarter State Share Documentation and Federal Share Invoices due April 19</li><li>Signed and completed Time Studies due by April 5</li></ul>
MAY	<b>Time Study Month</b> <ul style="list-style-type: none"><li>Staff will receive Time Study Forms to track time spent on approved activities</li></ul>
JUNE	<b>3<sup>rd</sup> Quarter Ends June 30, 2018; Paperwork Due to CAFB</b> <ul style="list-style-type: none"><li>Signed and completed Time Studies due by June 7</li></ul>
JULY	<b>Documents Due to CAFB</b> <ul style="list-style-type: none"><li>Program Report due July 15</li></ul>

- 3<sup>rd</sup> Quarter State Share Documentation & Federal Share Invoices due July 19

AUGUST **Time Study Month**

- Staff will receive Time Study Forms to track time spent on approved activities

SEPTEMBER **4<sup>th</sup> Quarter Ends September 30, 2017; Paperwork Due to CAFB**

- Signed and completed Time Studies due by September 6

OCTOBER **FFY 2020 Begins!**

- FFY 2019 Year End Report due October 10
- 4<sup>th</sup> Quarter State Share Documentation & Federal Share Invoices due October 11
- Staff will receive Time Study Forms to track time spent on approved activities

**Site Visits & Desk Reviews:** Site visits and desk reviews will be conducted for all new contractors and some of the existing contractors. These dates will be scheduled individually with each subcontractor.

Q&A

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