

# Title V Guidance and Forms for the Application/Annual Report



# Goals of the Guidance Revision

- Tell a more cohesive and comprehensive Title V story
- Demonstrate vital leadership role of Title V programs in assuring and advancing state public health systems and responding to changes in the health and health care environment
- Position state and national MCH priorities as centerpiece of application



# Goals of the Guidance Revision (cont)

- Assure state and national MCH priority needs as “drivers” for state reporting in needs assessment, selection of national performance measures, and development of evidence-based-strategies
- Reduce burden and duplication in narrative and forms
- Maintain with legislative requirements



# Sections of the Application

New requirements and order:

- Application/Annual Report Executive Summary
- State Overview
- Needs Assessment Summary
- State Action Plan and Strategies
- Budget
- Reporting Forms



# Application/Annual Report Executive Summary

- No more than 3 pages
- Summary of the application
  - Emergent needs based on 5-year needs assessment
  - Highest ranked priority needs for states
  - SPMs developed to address needs, NPMs selected, and S&PMs in subsequent years
  - Major accomplishments and performance relative to identified needs
  - Plan for coming year





# Application/Annual Report Components

- Overview of the State
- Summary of Five-year needs assessment
- State Selected Priorities
- Linkage of State Priorities with NPMs and Outcome Measures
- Linkage of State Selected Priorities with State Performance and Outcome Measures
- Five-year State Action Plan



# Five-Year Needs Assessment

- Needs Assessment to be integrated into annual application/annual report
- Needs Assessment summary replaces the former standalone document in first year application/annual report
- Updates provided in interim year reports



# TITLE V MCH BLOCK GRANT NEEDS ASSESSMENT FRAMEWORK LOGIC MODEL





# Needs Assessment Summary

- Concise summary of the needs assessment process and findings
- No more than 20 pages (60,000 characters)
- Key findings as they relate to state MCH priority needs and link with national MCH priority areas



# Needs Assessment Process

- Goals, framework, methodology
- Level and extent of stakeholder involvement
- Quantitative and qualitative methods used to assess strengths and needs of each population health domain, MCH program capacity and partnerships
- Data sources used
- Interface between data, finalization of state priority needs, and action plan



# Needs Assessment Findings

- MCH population needs
  - Summary of MCH strengths/needs, successes, challenges and gaps for population health domains
- Title V program capacity
  - Organizational structure
  - Agency capacity
  - MCH workforce development and capacity
- Partnerships, collaboration and coordination
  - Family/consumer engagement and leadership
  - Coordination with other MCHB, federal, state and local MCH investments



# Needs Assessment Findings (cont.)

- State Selected Priorities
- Linkage of State Priorities with National Performance Measures
- Linkage of State Selected Priorities with State Performance Measures and Outcome Measures with other MCHB, federal, state and local MCH investments



# Application/Annual Report

- Organized by population health domain
  - Maternal/women's health
  - Perinatal/infant health
  - Children
  - Adolescent/young adults
  - CYSHCN
  - Cross-cutting/Life course
- Other programmatic activities



# State Action Plan

- Serves as application and annual report for reporting year and plan for application year
- Organized by population health domain
- States will describe efforts taken and progress made in addressing identified needs, highlight accomplishments, challenges
- Describe role of Title V agency in advancing key strategies
- Analysis of factors contributing to progress made, challenges that may have impeded progress
- Discussion of performance measurement data



# State Action Plan (cont.)

- Description of plan for coming year in response to successes and challenges
- Discussion of legislative requirements
- Efforts to assure cultural and linguistic competence
- Efforts to promote health equity
- Description of critical partnerships with MCHB programs



# State Action Plan (cont.)

- Other Programmatic activities
- MCH Workforce Development and Capacity
- Family/Consumer Partnerships
- Health Reform
- Emerging Issues
- Public Input
- Technical Assistance





# State Action Plan Table

- Organized by population health domain
- State Priority Needs
- Strategies/Activities
- Performance measures (NOMS, NPMs, S&PMs, SPMs,)



# Five-Year State Action Plan Table

<u>Domains</u>	<u>State Priority Needs</u>	<u>Strategies</u>	<u>National Outcome Measures*</u>	<u>National Performance Measures*</u>	<u>Structural//Processes Performance Measures</u>	<u>State Performance Measures</u>
Maternal/ Women's Health						
Perinatal/ Infant Health						
Child Health						
Adolescent /Young Adult Health						
CYSHCN						
Life Course						
Other						



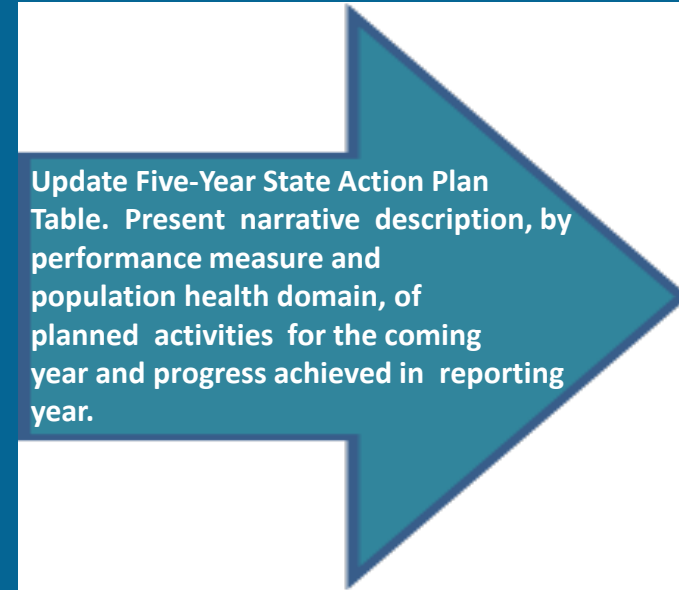
# Development and Implementation Five-Year of the State Action Plan



Application Year 01



Application Year 02



Application Year 03  
through Application Year  
05



# Budget Narrative

- Demonstrate compliance with 30%-30% requirements
- Describe maintenance of efforts and match
- Submit separate budget estimates for federal and non-federal MCH block grant funds
- Describe sources of other federal MCH dollars, state matching funds, including non-federal dollars that meet the legislatively-required match, and other state funds used



# Reporting Forms

- Fewer forms (11) and revised order
- Revised budget expenditure forms
- Revised newborn screening form
- Revised MCH priority needs form
- Expanded toll-free hotline form to include “other appropriate methods”



# Timeline

Submission Date	Application Year	Annual Report Year	Minimum Needs Assessment Reporting Requirements
July 15, 2014	FY 2015 (Last Application year of the current five-year cycle.)	FY 2013	States report annual update on their ongoing Needs Assessment efforts in Section IIC of their Application.
July 15, 2015	FY 2016 (First Application year of the new five-year cycle.)	FY 2014 (Last Annual Report year of the current five-year cycle)	States submit their MCH five-year Needs Assessment, which includes identification of 7-10 priority needs, 5 State Performance Measures (SPMs) and selection of 8 National Performance Measures (NPMs) from the pool of 15 NPMS, based on the findings of the 5-year Needs Assessment.
July 15, 2016	FY 2017	FY 2015	This submission includes structural measures developed by the State to link with the NPMs they have selected and the establishment of performance objectives for both Structural and State performance measures.
July 15, 2017	FY 2018	FY 2016 (First Annual Report of the new five-year cycle.)	States begin reporting on structural measures related to the NPMs they selected and on their unique SPMS.

