



Meeting of the Board of Trustees
April 21, 2022
South Carolina First Steps
636 Rosewood Drive, Columbia, SC 29201

AGENDA

- I. **Roll Call** (Avian Jones)
- II. **Public Comment Period**
The public is invited to provide comments relevant to the SC Early Childhood Advisory Council and/or South Carolina First Steps during this period. Members of the public wishing to speak must sign up before the meeting. Comments should be limited to no more than three minutes per speaker.
- III. **Call to Order and Approve Agenda** (David Morley)
Motion: To adopt the agenda as submitted
Motion: To adopt the February 17, 2022 minutes as submitted
Attachments: SC First Steps Board of Trustees February 17, 2022 Minutes
- IV. **Executive Committee Report** (David Morley)
Attachments: Executive Committee Report, Executive Committee Meetings Minutes
- V. **Consent Agenda:** Motions Recommended by Committees (David Morley)
 - a. **Motion:** Noting that the intent of the Board is to maintain the goals that were originally established in the First Steps 2020-2025 strategic plan, requesting a motion to authorize staff to convert overarching measure of success two from a proportion of First Steps children served by high intensity programs to a proportion of eligible children statewide served by First Steps' high intensity programs. (Strategic Planning and Evaluation Committee recommends)
 - b. **Motion:** To approve the addition of Attachment and Biobehavioral Catch-up (ABC) and Language Environment Analysis (Lena Start) as evidenced-based and high intensity strategies to be included in the South Carolina First Steps list of approved evidence-based programs. (Program and Grants Committee recommends)
 - c. **Motion:** To approve the addition of standards for the evidence-based programs Attachment and Biobehavioral Catch-Up (ABC), Healthy Steps, and Language Environment Analysis (Lena Start) to the Grant year 22 Partnership Program and Operational Guidelines. (Program and Grants Committee recommends)
 - d. **Motion:** To approve the update of standards for the evidence-based programs Nurturing Parent, and Positive Parenting Program (Triple P0 Level 4 to the Grant Year 23 Partnership Program and Operational Guidelines.
 - e. **Motion:** To approve the 2020 Form 990 for submission (Finance and Administration Committee recommends)
 - f. **Motion:** To approve the allocation model for 2022-2023 (Finance and Administration Committee recommends)



VI. First Steps Is Here: Parenting Programs

Melody DeLisa, Lead Parent Educator, Charleston County First Steps

VII. Presentation by The Community Outcomes Fund at Maycomb Capital

Pay for Success in South Carolina: Building on Innovative Legislation by Leveraging Private Capital to Scale Impact in Early Childhood

(Andi Phillips, Founder and Managing Partner & Alex Mabie, Investment Analyst)

Attachments: The Community Outcomes Fund at Maycomb Capital, Pay for Success in South Carolina: Building on Innovative Legislation by Leveraging Private Capital to Scale Impact

V. Strategic Planning and Evaluation Committee (Dr. Amy Williams)

Attachments: Strategic Planning and Evaluation Committee Report, Strategic Planning and Evaluation Committee Meeting Minutes

Motion: To evaluate Child Care Scholarships in FY23-24 (Due November 1, 2023) for the next prevalent program evaluation.

VI. Local Partnership Program and Grants Committee (Jennifer McConnell)

Attachments: Local Partnership Program and Grants Committee Report, Local Partnership Program and Grants Committee Meeting Minutes, Summary for the Revisions to FY23 Program and Operational Guidelines, Attachment and Biobehavioral Catch, Healthy Steps, Lena Start, Nurturing Parenting, Positive Parenting Program

VII. Finance and Administration Committee (Tim Holt)

Attachments: Finance and Administration Committee Report, Finance and Administration Committee Meeting Minutes, FY 2022-2023 First Steps Local Partnership Allocation, Allocation Model Change from SFY 2021-22 to SFY 2022-23, FY 2022 Financial Status Report as March 31, 2022, FY 2022 Donations Report as of March 31, 2022, SC First Steps to School Readiness FY-21 Local Partnership Financial Summary, South Carolina First Steps to School Readiness Local Partnership Administrative Expenditures, SC First Steps to School Readiness 15% Match FY-21

Motion:

1. Defer for Evaluation the allocation model. Do not implement the model as it currently stands for the upcoming year. This would result in each Local Partnership receiving the same amount of funding as they received for 2021-22.
2. Establish a new Task Force to analyze the data, discuss and evaluate changes to the Allocation Model.
3. The Goal of the Task Force would be to make recommendations to the Board on modifications to the Allocation Model that would insulate it from inaccuracies in the data going forward.

VIII. Legislative Committee (Sen. Gerald Malloy)

Attachments: Legislative Committee Report



IX. Executive Director's Report (Georgia Mjartan)

Attachments: Executive Director's Report, 2022 Board-to-Board Meeting Schedule, Connected Families, First Steps 4K Statewide Expansion, Your Voice Matters 2021 All Team Survey Findings

X. Motion: To adjourn the meeting of the SC First Steps Board of Trustees



Board of Trustees Meeting

February 17, 2022

2:00PM

Cathy Novinger Girl Scout Leadership Center

1107 Williams St Columbia, SC 29201

Draft Minutes

Members Present (17):

Dave Morley, Chair	Jennifer McConnell
Dr. Shelley Canright, Vice Chair	Alexia Newman
Rep. Jerry Govan	Janie Neeley
Mary Lynne Diggs	Roger Pryor
Walt Fleming	Robert Kerr
John Hayes	Sue Williams
Tim Holt	Dr. Amy Williams
Michael Leach	Jesica Mackey
Dr. David Mathis	

Members Absent (6):

Sen. Gerald Malloy
Rep. Rita Allison
Sen. Greg Hembree
Dr. Edward Simmer
Dr. Michelle Fry
Nicole Wynkoop

Attendees (63)

Georgia Mjartan	Nicole Glenn	Kelly Poole
Garnett Alexander	Tricia Gorton	Dorothy Priester
Jon Artz	Celeste Graham	Chelsea Richard
Laura Baker	Haley Gram	Kaitlyn Richards
Mark Barnes	Marla Hamilton	Jim Riddle
Michelle Beaufort	Rachal Hatton	Cindy Riley
Gina Beebe	Anthony Hewell	Jeanette Samuels
Mary Broales	Samantha Ingram	Justina Siuba
Cushan Brown	Carletta Isreal	Ayesha Smith
Sandra Butler	Kristine Jenkins	Pat Smith
Jessica Buzhardt	Megan Johnson	Martha Strickland
Karlie Canupp	Avian Jones	Mike Taylor
Kim Chariker	Lexi Jones	Debbie Teer
Jabari Clyburn	Reo King	Gigi Towers
Kerry Cordan	Joni Long	Heath Ward
Sheila Cornwell	Leann Malone	LaQuinta Washington
Derek Cromwell	Kathy Miller	Paris Wilkes
Moneta Dawkins	Beth Moore	
Sandy DeWeese	J. Nelson	
Sarah Eargle	Karen Oliver	
Regina Eargle	Shayla Pettigrew	
Kathy Fitzgerald	Alexis Pipkins	
Betty Gardiner	Debbie Poole	

Ms. Jones conducted a roll call.



Ms. Jones reported there were no members of the public that requested to speak.

Mr. Morley discussed Governor McMaster's South Carolina Birth through Five Press Conference that was held earlier that day. He thanked the Governor and First Steps staff for this accomplishment. Ms. Mjartan discussed the ability to award \$4 million to the local partnerships to expand their parenting programs. She also discussed the SC First Steps 4K childcare centers that will be receiving awards to expand childcare.

Mr. Morley called the meeting to order at 2:10 p.m. Mr. Morley requested a motion to adopt the agenda. Dr. Mathis provided the motion. Ms. McConnell provided a second and the motion was unanimously approved.

Mr. Morley asked for a motion to approve the December 3, 2021 minutes. Ms. Neeley provided the motion. Ms. Newman provided a second and the motion was unanimously approved.

Mr. Morley provided a report on the Executive Committee. He announced that items B and C will be removed from the consent agenda and that the SC First Steps Board of Trustees will continue to work with Abbeville and Greenwood County First Steps to address their Corrective Action Plans. Mr. Morley asked for a motion to approve the following consent agenda. Mr. Leach provided the motion. Ms. McConnell provided a second and the motion was unanimously approved.

Consent Agenda: **Motions Recommended by Committees** (David Morley)

- a. **Motion:** To approve the 2022 Board of Trustees & ECAC meeting dates (Executive Committee recommends)
- ~~b. **Motion:** To disallow certain unallowable costs for Abbeville County First Steps and to suspend payments to that local partnership if they do not bring themselves back to a status of in compliance with their Corrective Action Plan within 15 days of notice subject to input from the legislative delegation. (Executive Committee recommends)~~
- ~~c. **Motion:** To disallow certain unallowable costs for Greenwood County First Steps and to suspend payments to that local partnership if they do not bring themselves back to a status of in compliance with their Corrective Action Plan within 15 days of notice subject to input from the legislative delegation. (Executive Committee recommends)~~
- d. **Motion:** To approve the addition of standards for the evidence-based program Strengthening Families Program (SFP) to the FY22 Partnership and Program Accountability Standards (Program and Grant Committee recommends)

Mr. Fleming reported on the Finance and Administration Committee. He stated the organization is in excellent financial condition. He discussed the ongoing work by the SC First Steps staff to allow the county partnerships to participate in the state retirement system.

Ms. McConnell reported on the Local Partnerships Programs and Grants Committee. She congratulated the partnerships that are receiving awards to expand their parenting programs. Ms. McConnell shared the addition of the Strengthening Families Programs to the list of approved evidence-based programs.



Dr. Williams reported on the Strategic Planning and Evaluation Committee and shared the plan to address the challenges related to outcomes related to outreach. She announced that they have commissioned University of South Carolina's Institute for Families and Society to complete a prevalent program evaluation on childcare technical assistance.

Rep. Govan provided a legislative update.

Ms. Mjartan provided the Executive Director's report where she shared that the organization is working through the budget process to include a request for funding to support the local partnerships. She discussed how the resources were gathered from the Department of Social Services and from the State Department of Education to award the local partnerships with ESSER funds to expand their parenting programs. Ms. Mjartan provided details surrounding the local partnerships that were receiving the funds. She provided updates on SC First Steps 4K. She shared information on the Night to Celebrate Community fundraiser and thanked the trustees for their support. She reviewed legislation the organization is monitoring, introduced new staff members, and reviewed the current vacancies.

Check presentations were made to the local partnerships and childcare centers.

Mr. Morley asked for a motion to adjourn the meeting. Mr. Kerr provided the motion. Dr. Mathis seconded, and the motion was unanimously approved.

The meeting was adjourned at 3:07 pm by Mr. Morley



To: SC First Steps Board of Trustees
From: David Morley, Chairman, Executive Committee
Date: April 11, 2022
RE: Executive Committee Report

The Executive Committee of the Board of South Carolina First Steps met on March 18, 2022. Minutes from the meetings are attached. No votes were taken.

SC First Steps Board of Trustees – Appointments & Transitions

Walt Fleming completed his appointment on the SC First Steps Board of Trustees. Mr. Fleming was an active member of the board, chairing the Finance and Administration Committee and serving on the Executive Committee. Mr. Fleming had served for over 11 years, having been appointed by the Senate Pro Temp in September 2010. We are grateful to Mr. Fleming for his contributions to South Carolina First Steps and the Early Childhood Advisory Council.

Jacque Curtin replaces Mr. Fleming as a member of the business community appointed by Senate President Thomas Alexander. Jacque is the Chief Operating Officer/Chief Financial Officer for the South Carolina Association of CPAs. She is the resident CPA at the association. She will serve on the SC First Steps Finance and Administration Committee.

Rep. Rita Allison, Chairman of the House Education and Public Works Committee, has designated **Rep. Paula Calhoon** to serve in her stead. Rep. Calhoon represents Lexington County, District 87. She serves on the Education and Public Works Committee as the Early Childhood Subcommittee Chairman. She also serves on the House Ethics Committee. Rep. Calhoon will serve on the SC First Steps Legislative Committee.

Thanks to **Rep. Rita Allison** for her years of service on the First Steps Board of Trustees.

Chairman David Morley has made the following **committee appointments**:

Rep. Paula Calhoon will serve on the SC First Steps Legislative Committee.

Jacque Curtin will serve on the Finance and Administration Committee.

Tim Holt will Chair the Finance and Administration Committee and will serve on the Executive Committee.

Dave Morley will serve on the Strategic Planning and Evaluation Committee.



Executive Committee Meeting Minutes

March 18, 2022 at 11:00 am by Zoom

Members Present: David Morley, Dr. Shelley Canright, Jennifer McConnell, Walt Fleming, Dr. Amy Williams

Members Absent: Dr. Amy Williams, Tim Holt, Sen. Gerald Malloy

SCFS Staff Present: Georgia Mjartan, Executive Director

The Executive Committee meeting of the South Carolina First Steps Board of Trustees was called to order by David Morley at 11:05 am on March 18, 2022.

There was an acknowledgement of the service of Walt Fleming, who served on the board for over a decade and whose term has expired. Senate President Alexander appointed a member of the business community, Jacque Curtin, who will serve in the role that Mr. Fleming previously occupied. Additionally, the executive committee was notified that Rep. Rita Allison has stepped off the board and has designated Rep. Paula Calhoun to serve.

Georgia Mjartan provide legislative updates as follows:

Informational Items

I. Legislative Update

- H. 3211: **Joint Citizens and Legislative Committee on Children**

- This bill was amended to add SC First Steps and 3 other new ex officio members to the JCLCC and eliminate JCLCC's sunset provision.
- It was signed by the Governor and became effective March 14, 2022.

- S. 1115: **First Steps; designate it as an agency instead of initiative**

- This bill was introduced by Senator Scott Talley on March 2, 2022 and referred to the Senate Education Committee.
- This bill would designate SC First Steps as a cabinet-level agency, with 14 regional offices and would eliminate local partnerships.

- H. 5111: **First Steps Local Partnership Board Governance**

- This bill was introduced by Rep. G. Murrell Smith and Rep. Jerry Govan on March 10, 2022 and referred to the House Education and Public Works Committee.
- This bill modifies the structure of the local partnership boards to have a membership made up of a majority appointed by elected officials, a change that would resolve the issue of local partnerships being at risk of losing PEBA retirement benefits for their staff.

There was discussion of the legislation proposed and implications. It was noted that staff at First Steps played a vital role in working with legislators, seeking input from local partnerships, and engaging with PEBA leadership to develop and provide information to the legislators introducing H.5111. Staff and local partnerships were not involved in nor consulted on the development of S. 1115



It was suggested that South Carolina First Steps engage a professional facilitator to collect and organize input from key stakeholders regarding the vision for First Steps as it relates to reauthorization. This input would be used to inform legislators and staff as the next two years will be the key time to work toward the goal of permanent reauthorization of First Steps ahead of the current 2025 sunset. Stakeholders would include, at a minimum: local partnership boards and staff and South Carolina First Steps board members and staff. In this context, there was also a discussion about the value of re-starting the board-to-board meetings by region. A schedule for these meetings will be established for the year with the goal to set aside a portion of the time with local partnership board members to seek feedback on the goals and vision for First Steps related to reauthorizing legislation.

There was a brief discussion about possible items to include in the April First Steps and Early Childhood Advisory Council meetings. There was consensus that there would be value in spotlighting programs of First Steps at each board meeting. Additionally, a plan was made to invite Maycomb Capital to the board meeting to present about Pay for Success and outcomes-based financing mechanisms to expand the reach of evidence-based early childhood programs and services in South Carolina.

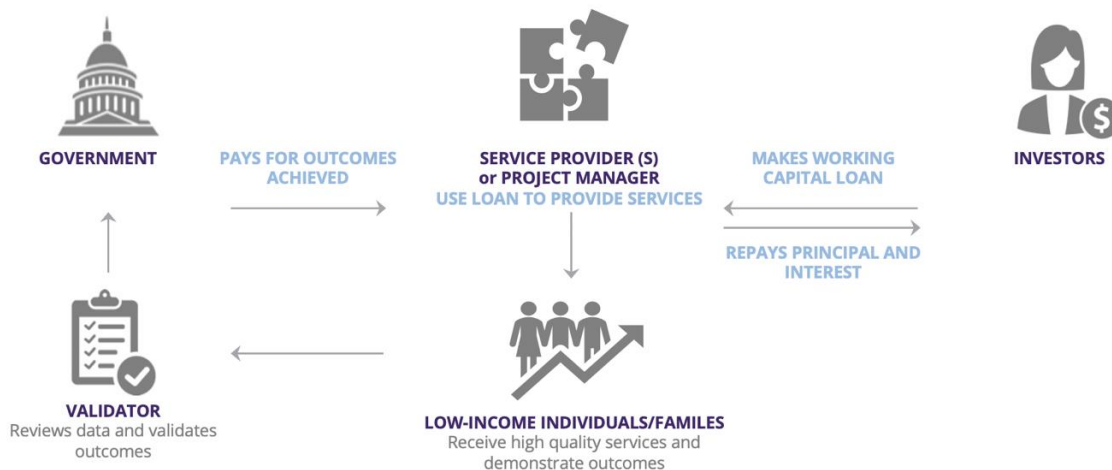
The committee was reminded of the upcoming statewide fundraising event, Celebrate Community, which will take place on April 28, 2022 and will raise funds for the local partnerships. Additionally, they were told about a launch event for Connected Families, an interagency collaboration to help families with founded cases of abuse and neglect to learn better parenting skills through Parents as Teachers and to successfully attach to their young children using Attachment and Biobehavioral Catch-up. The initiative, led by First Steps, is funded by The Duke Endowment and the Doris Duke Charitable Foundation. This event will take place on April 6, 2022.

No actions were taken. The meeting adjourned at 12:30 pm.

The Community Outcomes Fund at Maycomb Capital provides outcomes financing - flexible, impact-driven capital - to expand high quality early childhood, health, and workforce programs in communities and better align government funding with successful, measurable outcomes.

We aim to drive better results for families and promote government accountability. The government spends more than \$800 billion per year on human services programs, yet bi-partisan leaders estimate that less than 1% of funding is linked to actual impact. When government-funded programs don't generate meaningful outcomes, communities and taxpayers lose. By enabling government to align spending with outcomes, the Community Outcomes Fund drives accountability, transparency, and ultimately better results for communities.

How does it work? Unlike traditional government contracts, which typically pay based on cost or fees for service, an outcomes financing - often called Pay for Success - project is centered around an outcomes-based contract between government and service providers. The government contract ties payments to the service providers based on the achievement of pre-defined outcomes. In the interim, private investors provide a working capital loan to support the operation and performance management of services. Once outcomes are achieved, government funds are released to the service providers, which repays the loan.



Expert Leadership: Founder and Managing Partner Andi Phillips has over 25 years of experience leading, designing, and implementing large scale, public private partnerships that leverage private investment to improve economic mobility. Andi and her team have had lead roles in a third of the 25+ outcomes financing projects launched in the US to date, including launching the first ever outcomes financing project in the US during Andi's time at Goldman Sachs.

The Community Outcomes Fund's signature investments include:

- Expanding access to 3,000+ high-quality Pre-K seats for low-income four-year olds in Memphis and Shelby County, TN. After two years of service, 70% of students are on track with pre-literacy skills (compared to the national average of 60%).
- Providing contextualized English language and workforce development services to 1,800 immigrants and refugees in the Greater Boston, MA area. Occupational skills training participants increased earnings by over \$19,000 annually.
- Providing a continuum of evidence-based services for children prenatal through age five in Spartanburg, SC, including community-based doulas, universal home visiting, parent coaching, and childcare center technical assistance. Services launched January 2022.

Anchor Investors: Ballmer Group, Kresge Foundation, Prudential Financial, United Healthcare
maycombcapital.com



“Pay-for-Success in South Carolina: Building on Innovative Legislation by Leveraging Private Capital to Scale Impact”

South Carolina First Steps & The Community Outcomes Fund at Maycomb Capital
April 21, 2022

In June 2021, South Carolina passed the SC Pay for Success Performance Accountability Act (A52, R65, S461). This legislation establishes a trust fund at the State Treasury for pay-for-success contracts, whereby state agencies entering into pay-for-success contracts provide funding into the trust to cover the potential payments due when performance measures are met. To date, South Carolina has not yet operationalized this legislative authority.

South Carolina First Steps, the State’s only dedicated, comprehensive early childhood initiative focused on getting children ready for school and life success, has emerged as a pay-for-success pioneer, supporting the Hello Family Pay for Success project in Spartanburg. South Carolina First Steps has invited the Community Outcomes Fund at Maycomb Capital, the largest provider of pay-for-success financing nationwide and lead investor in Hello Family, to present on pay-for-success opportunities in the State. This presentation will illustrate how State leaders can utilize the existing pay-for-success legislation to demonstrate a fiscally responsible strategy for allocating public funds, with spending directly tied to improved outcomes that are essential to South Carolina’s economic recovery.

COVID relief funds and political momentum to increase economic mobility have created a historic opportunity for state and local government. To drive lasting results and ensure accountable spending, governments need outcomes-oriented solutions that condition funding on measurable results. Pay-for-success contracting has emerged as a promising way for governments to realign funding with evidence-based solutions that spur economic progress and improve outcomes for their constituents.

The Community Outcomes Fund at Maycomb Capital is a New York-based impact investment fund that invests in these next generation public-private partnerships by providing financing to program providers so that they can deliver services upfront—and receives repayment as the program achieves agreed-upon outcomes. In doing so, it shifts the risk from the service provider to private investors. Andi Phillips, who founded and manages the Fund, has 25 years of experience leading public-private partnerships that leverage private investment. Andi led many of the first pay-for-success financing projects in the United States during her time at Goldman Sachs.

South Carolina First Steps and the Community Outcomes Fund look forward to sharing how South Carolina can put the pay-for-success statute to work. Aligning public spending with effective programs is a win for taxpayers, communities, and the individuals being served.



Strategic Planning and Evaluation Committee

Chairwoman: Dr. Amy Williams

REPORT

The committee met on March 28, 2022, and Janie Neeley, Dave Morley, and I were present. The meeting opened with a discussion about Early Childhood Advisory Council matters (the Birth through Five plan and the Early Childhood Integrated Data System) and the agency’s research priorities, which this committee will continue to refine over the calendar year.

Next, the Overarching Measures of Success from the First Steps’ 2020-2025 Strategic Plan, *Every Child Ready*, were looked at as staff feel a refinement to the second measure is needed. Mr. Morley introduced the following motion, Dr. Williams seconded:

MOTION FOR CONSENT AGENDA. Noting that the intent of the Board is to maintain the goals that were originally established in the First Steps 2020-2025 strategic plan, staff is hereby authorized to convert overarching measure of success two from a proportion of First Steps children served by high intensity programs to a proportion of eligible children statewide served by First Steps’ high intensity programs.

The motion passed by the committee unanimously.

The revised measure retains the original numerator and replaces the denominator with the number of children in need, instead of the number of children served by First Steps directly. The second measure will now read:

INCREASE THE NUMBER OF CHILDREN ENROLLED IN HIGH INTENSITY PROGRAMS FUNDED BY FIRST STEPS. By 2025, the percentage of children in need who are directly served by First Steps high intensity programs will increase from 5% to 8%.

Measure	Baseline (year)	2025 estimate (data year)
<u>Numerator</u> Estimated number of children served directly in high intensity programs from Local Partnership matrix, plus 4K	7,916 (FY18-19)	12,500 (FY23-24)
<u>Denominator</u> Children under age 6 <185% FPL from American Community Survey 5-year estimates	164,226 (2018) (2013→2018 = -11.6%)	-5% = 156,015 (2023)

Next, the committee discussed the prevalent program evaluations. As a reminder, these are legislatively mandated evaluations done by external evaluators of prevalent programs (>10% of expenditures through Local Partnership formula funding). I would like to make a motion for the full board’s consideration:

MOTION FOR FULL BOARD. To evaluate Child Care Scholarships in FY23-24 (Due November 1, 2023) for the next prevalent program evaluation.



Strategic Planning and Evaluation Committee

Monday, March 28, 2022, 1-2PM via Zoom

Committee Members Present: Dr. Amy Williams; Janie Neeley; Dave Morley

Committee Members Absent: Alexia Newman; Jesica Mackey

First Steps Staff Present: Dr. Chelsea Richard; Georgia Mjartan

MEETING MINUTES

The meeting was called to order at 1:01PM. The meeting opened with a reflection of the successful launch of the Birth through Five Plan and how the plan's process has raised positive inquiries from other agencies, especially about the development and consensus of the Key Measures of Progress. Next, there was information shared about a forthcoming communications tool kit and branding/identity for the Early Childhood Integrated Data System that is being developed with Child Trends' Early Childhood Data Collaborative and 37Gears.

There was an initial discussion about the agency's draft research priorities, which will be refined by this committee throughout the course of the calendar year. The committee stressed a need to adopt research priorities that not only move the early childhood field forward, but also have direct implications on the work of First Steps.

From this, the Committee looked back on the Overarching Measures of Success from the First Steps' 2020-2025 Strategic Plan, *Every Child Ready*. In utilizing these measures to communicate about the agency's impact over the years, it is clear to staff that the second measure needs to be refined to better articulate our commitment to high-intensity programs, but not at the expense of growing other programs. Mr. Morley introduced the following motion, Dr. Williams seconded:

MOTION. Noting that the intent of the Board is to maintain the goals that were originally established in the First Steps 2020-2025 strategic plan, staff is hereby authorized to convert overarching measure of success two from a proportion of First Steps children served by high intensity programs to a proportion of eligible children statewide served by First Steps' high intensity programs.

The motion passed by the committee unanimously.

There was an initial discussion about the need to discuss the next prevalent program evaluation for child care scholarships, which would be due to the General Assembly on November 1, 2023. As a reminder, these are legislatively mandated evaluations done by external evaluators of prevalent programs (>10% of expenditures through Local Partnership formula funding). The committee was unable to take a motion for this in the meeting, so Dr. Williams will bring a motion to the full Board during the April meeting regarding the prevalent program evaluation. The motion is to evaluate Child Care Scholarships in FY23-24 (Due November 1, 2023) for the next prevalent program evaluation.



To: SC First Steps Board of Trustees

From: Jennifer McConnell

Date: March 16, 2022

RE: Local Partnerships Program and Grants Committee

The Local Partnerships Program and Grants Committee met on March 16, 2022; Minutes of the meeting are attached. The following motion was approved unanimously.

New Evidence-Based Program Approval

i. Attachment and Biobehavioral Catch-up (ABC)

- ABC is a home-visiting parenting program developed by Dr. Mary Dozier to help caregivers nurture and respond sensitively to their infants and toddlers to foster their development and form strong and healthy relationships.

ii. Healthy Steps

- Healthy Steps is an evidence-based, team-based pediatric primary care program that serves children birth to three. The program model consists of 8 core components that promote the health, well-being, and school readiness of babies and toddlers, with an emphasis on families living in low-income communities.

iii. Language Environment Analysis (Lena Start)

- LENA Start is a Group based parenting intervention intended for parents of young children that has been shown to improve children's language ability. In the case of parents with below average ratings on automated language measures, implementation of the LENA program showed significant improvement. LENA Start was designed to supplement other parenting home visitation programs, but it can be implemented as a stand-alone strategy

***Motion:**

The Local Partnership Program and Grants Committee approves the addition of Attachment and Biobehavioral Catch-up (ABC) and Language Environment Analysis (Lena Start) as evidenced-based and high intensity strategies to be included in the South Carolina First Steps list of approved evidence-based programs.

Motioned by Roger Pryor, seconded by John Hayes
Motion passed unanimously.



New Evidenced-Based Program Guidelines

iv. Attachment and Biobehavioral Catch-up (ABC)

- ABC is a home-visiting parenting program developed by Dr. Mary Dozier to help caregivers nurture and respond sensitively to their infants and toddlers to foster their development and form strong and healthy relationships.

v. Healthy Steps

- Healthy Steps is an evidence-based, team-based pediatric primary care program that serves children birth to three. The program model consists of 8 core components that promote the health, well-being, and school readiness of babies and toddlers, with an emphasis on families living in low-income communities.

vi. Language Environment Analysis (Lena Start)

- LENA Start is a Group based parenting intervention intended for parents of young children that has been shown to improve children's language ability. In the case of parents with below average ratings on automated language measures, implementation of the LENA program showed significant improvement. LENA Start was designed to supplement other parenting home visitation programs, but it can be implemented as a stand-alone strategy.

***Motion:**

The Local Partnership Program and Grants Committee approves the addition of standards for the evidence-based programs Attachment and Biobehavioral Catch-Up (ABC), Healthy Steps, and Language Environment Analysis (Lena Start) to the Grant year 22 Partnership Program and Operational Guidelines.

Motioned by Roger Pryor, seconded by Shelly Canright
Motion passed unanimously.

Program Standards Updated

vii. Nurturing Parenting

- Nurturing Parenting is an evidenced based and high impact strategy that is designed to empower individuals and families with new knowledge, beliefs, strategies, and skills to make good and healthy lifestyle choices with home visitation and/or group-based parenting groups through prevention education, prevention intervention, and



comprehensive programs. Multiple Nurturing Parenting Programs have been developed for various age groups and family circumstances, including a program for teen parents and their young children and the Nurturing Fathers program.

- See attached Program guideline for changes. See highlighted areas.

viii. Positive Parenting Program (Triple P) Level 4

- Positive Parenting Program (Triple P) is an intensive intervention and consists of a broad-based parent training skills curriculum for families whose children have multiple behavior challenges that are interfering with the child's functioning across multiple settings.
- See attached Program guideline for changes. See highlighted areas.

***Motion:**

The Local Partnership Program and Grants Committee approves the update of standards for the evidence-based programs Nurturing Parent, and Positive Parenting Program (Triple P) Level 4 to the Grant Year 23 Partnership Program and Operational Guidelines.

Motioned by Shelly Canright, seconded by Roger Pryor
Motion passed unanimously.

Derek Cromwell- Chief Partnership Officer Update

- Derek introduced invited SC First Steps guests Kerry Cordan, Gina Beebe, and Dione Brabham.
- An update was given on the Formula Funding Grant application, go live dates as well as due dates were given, an update on the changes to the Program and Operational guidelines for FY23 were given in an attachment with the agenda.
- A brief discussion was had by the committee as to having future meetings in person, it was the consensus of the committee that moving forward we will go on a case-by-case basis, if the meeting agenda is light (FYI meeting) we will do zoom whereas if the meetings have a heavier agenda meeting will be in person with the option of Zoom if a member cannot attend in person.



Local Partnership Program and Grants Committee Meeting

March 16, 2022
Zoom Webinar
11:00am- 12:30pm
Minutes

Members Present: Chair Jennifer McConnell, Shelley Canright, Roger Pryor, John Hayes
SC First Steps Staff Present: Derek Cromwell, Kerry Cordan, Gina Beebe, Dione Brabham, & Kathy Fitzgerald

Meeting was called to order at 11:00 am by Jennifer McConnell

Derek Cromwell- Chief Partnership Officer Update

- Derek introduced invited SC First Steps guests Kerry Cordan, Gina Beebe, and Dione Brabham.
- An update was given on the Formula Funding Grant application, go live dates as well as due dates were given, an update on the changes to the Program and Operational guidelines for FY23 were given in an attachment with the agenda.
- A brief discussion was had by the committee as to having future meetings in person, it was the consensus of the committee that moving forward we will go on a case-by-case basis, if the meeting agenda is light (FYI meeting) we will do zoom whereas if the meetings have a heavier agenda meeting will be in person with the option of Zoom if a member cannot attend in person.

New Evidence-Based Program Approval (Action Item)

- Attachment and Behavioral Catchup (ABC) - ABC is a home-visiting parenting program developed by Dr. Mary Dozier to help caregivers nurture and respond sensitively to their infants and toddlers to foster their development and form strong and healthy relationships.
- Language Environment Analysis (Lena Start) - Language Environment Analysis (Lena Start) is a Group based parenting intervention intended for parents of young children that has been shown to improve children's language ability. In the case of parents with below average ratings on automated language measures, implementation of the LENA program showed significant improvement. LENA Start was designed to supplement other parenting home visitation programs, but it can be implemented as a stand-alone strategy.

***Motion:** The Local Partnership Program and Grants Committee approves the addition of Attachment and Biobehavioral Catch-up (ABC) and Language Environment Analysis (Lena Start) as evidenced-based and high intensity strategies to be included in the South Carolina First Steps list of approved evidence-based programs.

Motioned: Roger Pryor Seconded: John Hayes All voted Yes

New Evidenced-Based Program Guidelines (Action Item)



- Attachment and Behavioral Catchup (ABC) - ABC is a home-visiting parenting program developed by Dr. Mary Dozier to help caregivers nurture and respond sensitively to their infants and toddlers to foster their development and form strong and healthy relationships.
- Healthy Steps - Healthy Steps is an evidence-based, team-based pediatric primary care program that serves children birth to three. The program model consists of 8 core components that promote the health, well-being, and school readiness of babies and toddlers, with an emphasis on families living in low-income communities.
- Language Environment Analysis (Lena Start) - Language Environment Analysis (Lena Start) is a Group based parenting intervention intended for parents of young children that has been shown to improve children's language ability. In the case of parents with below average ratings on automated language measures, implementation of the LENA program showed significant improvement. LENA Start was designed to supplement other parenting home visitation programs, but it can be implemented as a stand-alone strategy.

***Motion:** The Local Partnership Program and Grants Committee approves the addition of standards for the evidence-based programs Attachment and Biobehavioral Catch-Up (ABC), Healthy Steps, and Language Environment Analysis (Lena Start) to the Grant year 22 Partnership Program and Operational Guidelines.

Motioned: Roger Pryor Seconded: Shelly Canright All voted Yes

Program Standards Updated (Action item)

- Nurturing Parenting - Nurturing Parenting is an evidenced based and high impact strategy that is designed to empower individuals and families with new knowledge, beliefs, strategies, and skills to make good and healthy lifestyle choices with home visitation and/or group-based parenting groups through prevention education, prevention intervention, and comprehensive programs. Multiple Nurturing Parenting Programs have been developed for various age groups and family circumstances, including a program for teen parents and their young children and the Nurturing Fathers program. See attached Program guideline for changes. See highlighted areas.
- Positive Parenting Program (Triple P) Level 4 - Positive Parenting Program (Triple P) is an intensive intervention and consists of a broad-based parent training skills curriculum for families whose children have multiple behavior challenges that are interfering with the child's functioning across multiple settings. See attached Program guideline for changes. See highlighted areas.

***Motion:** The Local Partnership Program and Grants Committee approves the update of standards for the evidence-based programs Nurturing Parent, and Positive Parenting Program (Triple P) Level 4 to the Grant Year 23 Partnership Program and Operational Guidelines.

Motioned: Shelly Canright Seconded: Roger Pryor All voted Yes

Meeting was called to adjourn at 12:18 by Jennifer McConnell

Next Meeting March 17,2022 11:30-1:00, in person and the option to be virtual.

Summary for Revisions to FY23 Program and Operational Guidelines

(Operational and General Program Guidelines, pages 1-12)

- **Operations**
 - Deadline for data entry shortened from 30 days after the close of the quarter to 10 calendar days

- **Governance**
 - Renaming of Records Retention Policy/Schedule document for consistency (available on FS website)

- **Fiscal Accountability**
 - Addition of language to include “private and non-state funds” for fiscal stewardship compliance
 - Clarification of process for excessive carry forward into consequences for first, second, and third year
 - First Year- written justification/plan approved by Chief Partnership Officer
 - Second Year- written justification/plan approved by P&G committee/state board AND corrective action plan
 - Third Year- corrective action plan AND subject to withholding of funds

- **Core Functions**
 - Strengthening of language for multi-county work (revised “encouraged” to “required” to communicate and collaborate)

- **General**
 - Considering additional language about data collection requirements for private and non-state funded programs
 - Strengthening of language for cross-county services (revised “shall” to “are required to” inform, coordinate, and collaborate)



Attachment and Biobehavioral Catch – Up – Infant (231)

Evidence-Based & High Intensity Strategy

The Attachment and Biobehavioral Catch-up (ABC) is a home-visiting parenting program developed by Dr. Mary Dozier to help caregivers nurture and respond sensitively to their infants and toddlers to foster their development and form strong and healthy relationships.

Unit of Service = 1 Family

Targeting

Targeting Clients At-Risk of Early School Failure

At least 60% of home visitation clients shall be identified on the basis of two (2) or more of the readiness risk factors below (with 100% of client families possessing at least one risk factor at the time of enrollment):

Readiness Risk Factors:

- A preschool-aged child has been abused
- A preschool-aged child has been neglected
- A preschool-aged child has been placed in foster care
- Eligibility for the Supplemental Nutrition Assistance Program (SNAP, e.g. Food Stamps) or Free School Lunches (130% of federal poverty level or below – with first priority given to TANF-eligible clients whose annual family income levels fall at 50% of federal poverty level or below)
- Eligibility for services under the Individuals with Disabilities Education Act, Parts B (Preschool Special Education, ages 3-5) or C (BabyNet, ages 0-3)
- A preschool aged child with a developmental delay as documented by a physician or standardized assessment (not screening tool)
- Teenage mother/primary caregiver at or under the age of 20 (at the time of the focus child's birth)
- Low maternal/primary caregiver education (less than high school graduation at the time of focus child's birth)
- A preschool-aged child has been exposed to the substance abuse of a caregiver
- A preschool-aged child has been exposed to parental/caregiver depression
- A preschool-aged child has been exposed to parental/caregiver mental illness
- A preschool-aged child has been exposed to parental/caregiver intellectual disability
- A preschool-aged child has been exposed to domestic violence within the home
- Low birth weight (under 5.5 lbs.) in association with serious medical complications
- English is not primary language spoken in the home
- Single parent household and has need of other services
- Transient/numerous family relocations and/or homeless
- Incarcerated Parent(s) (parent(s) is incarcerated in federal or state prison or local jail or was released from incarceration within the past year)
- Death in the Immediate Family (death of a parent/caregiver or sibling)
- Military Deployment (Parent/guardian is currently deployed or is within 2 years of returning from a deployment as an active duty member of the armed forces. Deployment is defined as any current or past event or activity that relates to duty in the armed forces that involves an operation, location, command or duty that is different from his/her normal duty assignment.)
- Recent Immigrant or Refugee Family - One or both parents are foreign-born and entered the country within the past 5 years.

The following condition, while not considered part of SC First Steps' targeting criteria, is an additional characteristic

that can put children at potentially higher risk for early school failure.

Additional high-risk characteristic tracked by First Steps-funded programs:

- Child was removed for behavioral reasons from one or more child care, Head Start or preschool setting.

Targeting By Age (Early Intervention)

Families with children prenatal up to five years of age will be provided services.

Client Retention

In order for home visitation to be effective, it is critical that client families remain in the program long enough to benefit from the planned intervention. Each partnership will be required to demonstrate its successful, long-term retention of 75% of its home visitation family clients that completed the 10 sessions of this program.

Service Delivery

Model Fidelity

In order to ensure the delivery of high-quality services and the validity of agency-wide evaluation efforts, vendors shall ensure that each First Steps-funded parenting/family strengthening strategy is implemented with fidelity to its published, research-based model. "Fidelity" is defined as complying with model specifications relating to:

Home Visit Intensity and Delivery

- Programs shall provide 1-hour weekly sessions for the duration of this 10-week intervention.
- While ABC is ideally suited for delivery within the home (and home-based visitation expected as the primary method of service delivery), visits may be approved for delivery at an alternate location (a childcare center, family resource center, etc.) as either the documented needs of the family or safety of the visitor dictate. The alternative location must be suitable to delivery of parenting services such that integrity of the session and confidentiality of clients is maintained. Regardless of location, all visits must be one-on-one (First Steps-funded ABC visits may not be delivered in group settings); entail the use of ABC-specific session plans and forms and last at least 45 minutes. Virtual visits are also considered acceptable and count as a valid session.
- ABC parent coaches shall use the session plans and curriculum to design and deliver the intervention to families.
- A full-time ABC parent coach may carry a caseload maximum of 15 active families. Those funded through Connected Families have a projected to serve of 3 cases completed with fidelity during the ABC parent coach's certification training year. After model certification is completed, each ABC parent coach has a projected to serve of 12 families per year.
- ABC parent coaches will receive clinical and coding supervision throughout their training year provided by SCIMHA. After certification ABC coaches shall continue to receive reflective supervision from their regular supervisor, even if the supervisor is not ABC trained. The SCIMHA's community of practice will meet monthly for one hour and serve as an important resource to keep ABC parent coaches connected and networking to successfully sustain the model implementation in the state.

Screenings and Family Assessment

- ABC required tool is:
 - Infant Crying and semi-structural play assessment: pre and post
- ABC additional voluntary tools are:
 - Center for Epidemiologic Studies Depression Scale (CES-D): pre and post
 - Adverse Childhood Experience for parent: pre
- Each child client that are not already receiving other SCFS services that include developmental screening, shall be assessed using the Ages & Stages 3 and the Ages and Stages SE-2. In the event that a developmental screening (conducted in association with any First Steps-funded program) indicates a possible developmental delay, the vendor shall collaborate with parents/guardians to seek the consensual provision of these results to: (a) the child's pediatric care provider, and (b) BabyNet (ages 0-3). Vendors shall maintain (within the First Steps Data Collection System) referral records to include information on the outcome/disposition of each First Steps-initiated referral.
- Connections/Referrals: Vendors shall maintain (within the First Steps Data Collection System) referral records to include information on the outcome/disposition of each First Steps-initiated referral. In addition, the vendor will recommend activities within the areas of possible concern, continue monitoring the child's development, and rescreen the child within 90 days post completion of referred intervention. At least 60% of adult/child participants must be referred to a viable community resource. Vendors will verify that at least 60% of these referrals end in a connection to

service. Client referrals based on screening results shall be entered into the FSDC within 7 days of screening and/or referral.

Integrated Service Delivery and Referrals

- All referrals to other services shall be entered into a data system.

Staff Qualifications and Training

- All ABC parent coaches in SC must possess at least a high school diploma or equivalency with two years of related supervised work experience with young children and/or parents or, two-year degree in early childhood development or closely related field.
- Each ABC parent coach shall be overseen by one or more individuals certified as ABC Supervisors approved by the model developers during their training year. After certification is completed, ABC parent coaches shall receive reflective supervision from their regular supervisor and participate in SCIMHA's ABC community of practice for additional support.
- All new ABC parent coaches must have document successful completion of initial training in ABC before starting to see family clients.
- Each ABC parent coach shall successfully complete his/her year-long certification successfully carrying at least 3 cases to fidelity.
- Each ABC parent coach shall complete the recertification process every 2 years to ensure model fidelity. The recertification process requires ABC Parent Coaches to send videos of their 10 most recent sessions. The coaches then code 5-minute segments of the videos for fidelity. There is no charge. If an ABC Parent Coach is not meeting coding standards, the recertification manager will ask them to go through the video review process again. This time, after each video is submitted, the recertification manager will review the video with the ABC Parent Coach and provide feedback and coaching. If improvement shows by the 10th video, they are recertified. There is a \$500 cost associated with this process.
- All training must be documented on-site by the ABC parent coach.
- All ABC parent coaches providing services to families in the Connected Families program shall attend all specific trainings and meetings about the tailored service delivery of the Parent as Teaches – Connected Families program.

Ongoing Program Quality Improvement and Professional Development

- First Steps funded ABC programs shall participate in the ABC community of practice hosted by South Carolina Infant Mental Health Association (SCIMHA), the hub of ABC in the state of South Carolina. SCIMHA will host regular supportive conference calls or webinars to assist ABC parent coaches with tracking and meeting all model requirements.
- All full-time ABC parent coaches shall participate with their supervisor in individualized reflective supervision meetings at a minimum of 2 hours per month. No less than 18 hours of individualized reflective supervision during the program year is expected. Part-time ABC parent coach shall participate at a minimum of one hour of reflective supervision per month.

Data Submission

- Client demographic data, visits, program referrals, connections to services, screenings, assessments, and family needs assessment data shall be collected within the First Steps Data Collection System (FSDC). At least annually, the affiliate gathers and summarizes feedback from families about the services they've received, using the results for program improvement. This summary information shall be shared with the SCFS State Office for purposes of providing support to affiliates.
- Quarterly Data Checks will be provided to ensure that all vendors are able to roll over families, get their program registered and begin entering family visits and other required data.
- During the certification training year, data on each home visit shall be entered into the ABC website from the University of Delaware database weekly prior to each supervision session.
- After certification, ABC parent coaches need to continue to upload all required pre- and post-session documentation into the ABC website from the University of Delaware. This documentation includes family's demographic information, pre and post scores from the CES-D screening, ACES scores, and the participants pre and post surveys. Some additional follow-up questions will be requested by SCIMHA as needed. Video of sessions will be saved in a secure manner by the ABC parent coach and uploaded into the model developers' system only for recertification every 2 years.



Healthy Steps (910)

Evidence-Based & High Intensity Strategy

Healthy Steps is an evidence-based, team-based pediatric primary care program that serves children birth to three. The program model consists of 8 core components that promote the health, well-being, and school readiness of babies and toddlers, with an emphasis on families living in low-income communities.

The program is led by the Healthy Steps Specialist, who joins the pediatric primary care team to ensure universal screening, successful interventions, referrals, and overall familial health. The 8 core components of the Healthy Steps Model consists of the following 8 Core Components: 1) Child Development, Socio-emotional, and Behavioral Screening; 2) Screening for Family Needs (i.e., maternal depression, other risk factors, social determinants of health); 3) Child development support line (i.e., phone, text, email, online portal); 4) Child Development and Behavior Consults; 5) Care Coordination and Systems Navigation; 6) Positive Parenting Guidance and Information; 7) Early Learning Resources; and 8) Ongoing Preventive Team Based Well-Child Visits.

Unit of Service = 1 Family

Targeting

Targeting Clients At-Risk of Early School Failure

School readiness risk factors targeted by Healthy Steps include those associated with family need (poverty, maternal/caregiver risk factors) and child development risk factors (developmental delay, behavioral concerns).

Additional Targeting Criteria

The HealthySteps model seeks to serve children 0 to 3 and families and is designed to be integrated into pediatric primary care or family medicine clinics throughout the nation.

Client Retention

- Healthy Steps is intended to serve families of children up until age 3.
- All families receive Healthy Steps Universal Services. Families with additional needs will receive tier 2 (short-term supports for mild concerns) or tier 3 (comprehensive serves for families most at risk). Although there is no minimum length of time for the program, research has shown that the longer families are involved with the program, the more positive effects are seen.

Service Delivery

Model Fidelity

To ensure the delivery of high-quality services and the validity of agency-wide evaluation efforts, vendors shall ensure that each First Steps-funded strategy is implemented with fidelity to its published, research-based model. "Fidelity" is defined as complying with model specifications relating to:

Intensity and Delivery

a. Clinic Responsibilities:

- Clinics must be assessed for readiness in partnership with the Healthy Steps National Office, and then apply for and be approved by the Healthy Steps National Office
- Clinics must follow all expectations of Healthy Steps National Office, including:
 - a. Healthy Steps Institute training
 - b. developing and maintaining an Implementation Plan

- c. achieving fidelity
 - d. Annual Site reporting
- Clinics/community partners must communicate with the Healthy Steps National Office to:
 - a. Complete an initial consultation and Practice Assessment
 - b. Comply with all Healthy Steps intervention requirements and agreements, as outlined in MOA
 - c. Continue consultation regarding fidelity and sustainability
 - d. Finalize implementation plan
 - e. Provide annual reports
- In the application phase, clinics will identify a Physician Champion (pediatric care MD or NP who will champion the cause) and
 - i. Ensure that Healthy Steps (HS) best practices are implemented throughout the pediatric or family practice department.
 - ii. Ensure that most, preferably all, team members attend Healthy Steps Institute training,
- Clinics will obtain written consent that allows a Vendor to share the clients Protected Health Information with the SC Office of Revenue and Fiscal Affairs and SC First Steps for evaluation purposes only from all clients receiving Healthy Steps services.
- Clinics will share clinic-level outcomes with SC First Steps, including, but not limited to, agreed upon HEDIS metrics, upon request
- **Healthy Steps Specialists** Identify and hire a **Healthy Steps Specialist (HSS)** --a staff member with early childhood development experience (i.e., social workers, psychologists, early childhood educators, nurses), preferably with an infant and early childhood mental health/development background with support from the Local First Steps Partnership.
 - The HSS (and any other vendor provider) will enter all data for children receiving Healthy Steps services, to include the patient's medical record or electronic health record number, into Welly, the Healthy Steps data management system. Training will be provided on Welly by Healthy Steps national office.
 - The HSS, in coordination with, and supervision from, the Medical Provider will:
 - i. Support the medical practice and be responsible for administrative aspects of fulfilling the HS model
 - ii. Participate fully in the Healthy Steps Institute and become certified in the HSS model
 - iii. Carry out all HSS duties to include tier 1, tier 2, and tier 3 services, as needed, for all families with children 0-3 in the clinic
 - iv. Maintain connections with community agencies for referrals and consulting
 - v. Participate in regular HS team meetings as scheduled, to include reflective supervision meetings with identified responsible parties
 - i. Complete all reporting requirements for both Healthy Steps National and SCFS

b. Local Partnerships responsibilities:

- Support the HSS with making up-to-date referrals to community and consulting resources that support HS families
- Collect and review output and qualitative data from the quarterly and annual HS reports
- Participate in monthly SCFS HS team meetings, and other statewide meetings, to discuss progress and provide support across implementing sites
- Support Healthy Steps families through the HSS with wrap around services to include, but not limited to:
 - a. making referrals and connections to community resources,
 - b. community convening of pediatric healthcare service providers (Community Café's)
 - c. mobilizing community support to ensure consistent and coordinated pediatric medical care,
 - d. increased well-child visits, immunization, and oral health recommendations,
 - e. improved access to screening, identification, and referral for needed health, early intervention, and/or disability services
- Assist and support the HSS in eliminating barriers and other challenges associated with program implementation based on report reviews and team meetings.
- Prioritize the implementation of other services, focusing on South Carolina's Birth through Five Plan strategies, Reach Out and Read, and others, to health care providers partnering in Healthy Steps

Screenings and Assessments

- Developmental, social-emotional, autism and maternal depression screenings are critical components of the Healthy Steps model. All children 0-3, and families, that are patients in a participating clinic will receive screenings and other assessments according to the model protocol. The Healthy Steps model allows for 3 years to achieve fidelity standards.

Staff Qualifications and Training

- The Healthy Steps Specialist should be an individual with early childhood development experience (i.e., social workers, psychologists, early childhood educators, nurses), preferably with an infant and early childhood mental health/development background. Trainings specific to the Healthy Steps model will be provided by the Healthy Steps National Office as part of the Healthy Steps Institute and ongoing technical assistance. Monthly meetings will be held with the South Carolina First Steps Healthy Steps Implementation Team. Additional trainings may be determined and implemented as needed.

Integrated Service Delivery and Connections to Resources

- To best provide resources to families, program staff shall utilize client risk factors, along with screening/assessment results and results of client interactions. In addition, this information will guide decisions to refer and connect clients to services they may need or want to enhance family decision-making and optimal child development.
- Given the risk factor profile of clients/families served by First Steps, it is expected that a **majority of clients** will be connected to services in addition to this program. Healthy Steps National reports that 10-20% of clients will receive Tier 2 services and an additional 10-20% will receive Tier 3 services. If sites have capacity, all clients can receive Tier 2 and/or 3 services.
- Any client in another local partnership program who also benefits from Healthy Steps (if known) shall have Healthy Steps entered as an intervention within the FSDC for connections.

Data and Evaluation

	Requirement	Database	Data Entry	Report/Monitoring
Program Delivery	HSS delivery of model, data reported to LP		Quarterly Report and Annual Report entered within 14 days of receipt	Quarterly HS Outcomes Report
	LP Community Café- 1 per quarter		HS Community Café tracking sheet, data entered within 7 days of event	Quarterly Tracking Form report
Assessments	None completed outside of HS model as administered by HSS			
Referrals	None completed outside of HS model as administered by HSS			



LENA Start (Language Environment Analysis – Group Based) (2XX)

Evidence-Based & High Intensity Strategy

Language Environment Analysis (LENA) Start is a Group based parenting intervention intended for parents of young children that has been shown to improve children's language ability. In the case of parents with below average ratings on automated language measures, implementation of the LENA program showed significant improvement. LENA Start was designed to supplement other parenting home visitation programs, but it can be implemented as a stand-alone strategy.

Unit of Service = 1 Parent

Targeting

Targeting Clients At-Risk of Early School Failure

At least 60% of home visitation clients shall be identified on the basis of two (2) or more of the readiness risk factors below (with 100% of client families possessing at least one risk factor at the time of enrollment):

Readiness Risk Factors:

- A preschool-aged child has been abused
- A preschool-aged child has been neglected
- A preschool-aged child has been placed in foster care
- Eligibility for the Supplemental Nutrition Assistance Program (SNAP, e.g. Food Stamps) or Free School Lunches (130% of federal poverty level or below – with first priority given to TANF-eligible clients whose annual family income levels fall at 50% of federal poverty level or below)
- Eligibility for services under the Individuals with Disabilities Education Act, Parts B (Preschool Special Education, ages 3-5) or C (BabyNet, ages 0-3)
- A preschool aged child with a developmental delay as documented by a physician or standardized assessment (not screening tool)
- Teenage mother/primary caregiver at or under the age of 20 (at the time of the focus child's birth)
- Low maternal/primary caregiver education (less than high school graduation at the time of focus child's birth)
- A preschool-aged child has been exposed to the substance abuse of a caregiver
- A preschool-aged child has been exposed to parental/caregiver depression
- A preschool-aged child has been exposed to parental/caregiver mental illness
- A preschool-aged child has been exposed to parental/caregiver intellectual disability
- A preschool-aged child has been exposed to domestic violence within the home
- Low birth weight (under 5.5 lbs.) in association with serious medical complications
- English is not primary language spoken in the home
- Single parent household and has need of other services
- Transient/numerous family relocations and/or homeless
- Incarcerated Parent(s) (parent(s) is incarcerated in federal or state prison or local jail or was released from incarceration within the past year)
- Death in the Immediate Family (death of a parent/caregiver or sibling)
- Military Deployment (Parent/guardian is currently deployed or is within 2 years of returning from a deployment as an active duty member of the armed forces. Deployment is defined as any current or past event or activity that relates to duty in the armed forces that involves an operation, location, command or duty that is different from his/her normal duty assignment.)
- Recent Immigrant or Refugee Family - One or both parents are foreign-born and entered the country within the past 5 years.

The following condition, while not considered part of SC First Steps' targeting criteria, is an additional characteristic

that can put children at potentially higher risk for early school failure.

Additional high-risk characteristic tracked by First Steps-funded programs:

- Child was removed for behavioral reasons from one or more child care, Head Start or preschool setting.

Additional Targeting Criteria

Below average ratings on automated language measures.

Client Retention

LENA-Start is a 10-session group-based literacy program. Each partnership will be required to demonstrate its successful, long-term retention of 75% of its clients across their pre-determined program duration.

Service Delivery

Model Fidelity

In order to ensure the delivery of high-quality services and the validity of agency-wide evaluation efforts, vendors shall ensure that each First Steps-funded parenting/family strengthening strategy is implemented with fidelity to its published, research-based model. "Fidelity" is defined as complying with model specifications relating to:

Intensity and Delivery

- a. Intervention delivery protocol:
 - Programs should offer, at minimum, 10 sessions to participating parents. Group sessions are to be conducted weekly and/or with no more than 2 weeks between visits. In addition, to ensure that parents receive the appropriate dosage sessions should be held no more than 14 days apart for ~5 months.
 - Group sessions will also provide intensive feedback and support for parents' utilizing LENA devices for in-home audio recording and reports.
 - Feedback and support for parents during implementation must include (a) LENA-based feedback reports (based on 7 recordings beginning with week 3), (b) educational materials on how parents can improve their child's language environment, and (c) coaching by a trained staff member.
- b. Data on group sessions shall be entered into the First Steps Data Collection System within 7 days.

Screenings and Family Assessment

Each participating child will be assessed using an age-appropriate developmental screening tool (e.g. Ages and Stages 3, Ages and Stages SE-2, or other validated, approved screening tool). At least 80% of LENA Start child participants will be screened within 30 days of enrollment in the program.

- If the score indicates that the child's development is on track, the vendor shall continue program offerings as scheduled, communicate with parents/guardians about the child's development, and offer activities for continued development
- If a child's score(s) fall in the monitoring range, as indicated by the screening tool, and/or if there is a parental concern on the screening, the vendor will recommend activities to assist with the areas of possible concern, continue monitoring the child's development, and rescreen the child within 6 months.
- If the screening indicates a possible delay, the vendor shall collaborate with parents/guardians to seek the consensual provision of these results to: (a) the child's pediatric care provider, and (b) either BabyNet (ages 0-3) or the child's zoned school district and Disabilities and Special Needs Board (ages 3-5) for additional diagnostic evaluation. Vendors shall maintain (within the First Steps Data Collection System) referral records to include information on the outcome/disposition of each First Steps-initiated referral. In addition, the vendor will recommend activities within the areas of possible concern, continue monitoring the child's development, and rescreen the child within 90 days post completion of referred intervention.
- Partnerships and their funded vendors shall ensure active collaboration with other parenting and family support services in their communities, refer families to these services as necessary, and follow up as feasible to ensure that appropriate connections have been established.

Integrated Service Delivery and Referrals

- As part of the local First Steps partnership’s core function as a local portal, program staff shall utilize client risk factors, as well as screening/assessment results and results of client interactions, to refer and connect clients to services they may need or want in order to strengthen their families and provide optimal development for their preschool children.
- Given the risk factor profile of clients/families served by First Steps, it is expected that a majority (70%) of clients will be connected to services in addition to this program. Pre-existing connections made prior to the client’s involvement with First Steps may count toward this standard.
- Attempted and successful connections (interventions and referrals) shall be entered into the FSDC within 7 days of the connection. Pre-existing connections should be entered within 7 days of client entry into the program.

Staff Qualifications and Training

- LENA Start requires online training (in the form of a webinar) regarding the LENA Start program and how to use LENA devices.
- Because the LENA Start training is relatively brief and the curriculum is in the form of a brief outline, it is strongly recommended that staff implementing LENA Start also have at least two years of experience in home visitation and/or group meeting delivery.

Assessments

- First Steps programs shall administer client satisfaction surveys at least annually, and use data collected for program improvement.
- Parent surveys (provided by LENA Start) that assess child language must be administered at baseline (session 1) and then at completion of the group sessions (session 10).
- LENA’s language assessment (Snapshot) is to be administered as prescribed in the LENA Start Outline of Coaching Sessions. It is to be administered no more than once per month. The recommended schedule is at Sessions #1, #5, and #9. There is an option to continue to offer the Snapshot to families on a monthly basis, through age 36 months.
- Measures of the home language environments are obtained with the LENA software. They are standardized scores for: 1) the number of adult words spoken near the children daily (AWC), 2) the number of conversational turns (CTs) engaged in with the children daily, and 3) time spent reading daily. Data collected from the device will be used to provide weekly feedback to parents/caregivers.

Data Submission

	Requirement	Database	Data Entry	Report/Monitoring
Program delivery	10 group sessions	First Steps Data Collection System	Group session date and description; entered within 7 days of delivery	Report Case Data-Group Meeting Detail Report
Assessments	LENA parent surveys- baseline and end of program (all participants)	Local Partnership Records	Participant File	Record Review
	LENA Snapshot-sessions 1, 5, 9 (all participants)	First Steps Data Collection System	Cases data entered with 7 days of administration	Report Other Screenings and Assessments Report

	LENA recordings and feedback-completed weekly (all participants)	First Steps Data Collection System	Cases data entered with 7 days of administration	Report Other Screening and Assessments Report
	ASQ/ASQ-SE/other developmental screener within 30 days of enrollment (80% of participants)	First Steps Data Collection System	Cases data entered with 7 days of administration	Report ASQ Report
	Client satisfaction survey (end of program)	Local Partnership Records	Participant File	Record Review
Referrals	At least 70% of participants will be referred to other services	First Steps Data Collection System	Case data-referrals, entered within 7 days of referral and/or connection	Report Connection Detail Report



Nurturing Parenting (223)

Evidence-Based & High Intensity Strategy

The First Steps funded Nurturing Parenting strategy is designed to empower individuals and families with new knowledge, beliefs, strategies, and skills to make good and healthy lifestyle choices with home visitation and/or group-based parenting groups through prevention education, prevention intervention, and comprehensive programs. Multiple Nurturing Parenting Programs have been developed for various age groups and family circumstances, including a program for teen parents and their young children and the Nurturing Fathers program.

Unit of Service = 1 Family

Targeting

Targeting Clients At-Risk of Early School Failure

At least 60% of home visitation clients shall be identified on the basis of two (2) or more of the readiness risk factors below (with 100% of client families possessing at least one risk factor at the time of enrollment):

Readiness Risk Factors:

- A preschool-aged child has been abused
- A preschool-aged child has been neglected
- A preschool-aged child has been placed in foster care
- Eligibility for the Supplemental Nutrition Assistance Program (SNAP, e.g. Food Stamps) or Free School Lunches (130% of federal poverty level or below – with first priority given to TANF-eligible clients whose annual family income levels fall at 50% of federal poverty level or below)
- Eligibility for services under the Individuals with Disabilities Education Act, Parts B (Preschool Special Education, ages 3-5) or C (BabyNet, ages 0-3)
- A preschool aged child with a developmental delay as documented by a physician or standardized assessment (not screening tool)
- Teenage mother/primary caregiver at or under the age of 20 (at the time of the focus child's birth)
- Low maternal/primary caregiver education (less than high school graduation at the time of focus child's birth)
- A preschool-aged child has been exposed to the substance abuse of a caregiver
- A preschool-aged child has been exposed to parental/caregiver depression
- A preschool-aged child has been exposed to parental/caregiver mental illness
- A preschool-aged child has been exposed to parental/caregiver intellectual disability
- A preschool-aged child has been exposed to domestic violence within the home
- Low birth weight (under 5.5 lbs.) in association with serious medical complications
- English is not primary language spoken in the home
- Single parent household and has need of other services
- Transient/numerous family relocations and/or homeless
- Incarcerated Parent(s) (parent(s) is incarcerated in federal or state prison or local jail or was released from incarceration within the past year)
- Death in the Immediate Family (death of a parent/caregiver or sibling)
- Military Deployment (Parent/guardian is currently deployed or is within 2 years of returning from a deployment as an active duty member of the armed forces. Deployment is defined as any current or past event or activity that relates to duty in the armed forces that involves an operation, location, command or duty that is different from his/her normal duty assignment.)
- Recent Immigrant or Refugee Family - One or both parents are foreign-born and entered the country within the past 5 years.

The following condition, while not considered part of SC First Steps' targeting criteria, is an additional characteristic

that can put children at potentially higher risk for early school failure.

Additional high-risk characteristic tracked by First Steps-funded programs:

- Child was removed for behavioral reasons from one or more child care, Head Start or preschool setting.

Additional Targeting Criteria

Families with children prenatal up to five years of age will be provided services.

Service Delivery

Model Fidelity

In order to ensure the delivery of high-quality services and the validity of agency-wide evaluation efforts, vendors shall ensure that each First Steps-funded parenting/family strengthening strategy is implemented with fidelity to its published, research-based model. "Fidelity" is defined as complying with model specifications relating to:

Intensity and Delivery

Home Visitation

In order for home visitation to be effective, it is critical that client families remain in the program long enough to benefit from the planned intervention. Each partnership will be required to demonstrate its successful, long-term retention of 75% of its clients across their pre-determined program duration.

- Programs shall offer home visits twice each month that shall last from 50 to 90 mins.
- Services participating families receive are based on the initial intake assessment and which program model is chosen for the family. If the family is on the waiting list for services, they will be directed to other program services offered by the Partnership.
- Services will be offered in the home for home visitation and outside of the home for group-based or individualized services. At a family's discretion and supervisor approval virtual and telecommunication visits will also be considered acceptable and count as a home visit.
- The Nurturing Parenting Program Curriculum will be utilized for all program services.
- All Nurturing Parenting Program data for Home based curricula shall be entered into the FSDC client database system within 7 days of completion.

Group Based Interventions

The number of sessions or weeks in the program will vary be based on the initial assessment of the family when they begin program services. Sessions may be group-based, individualized or home visitation. The following are the programs offered and their duration:

- Primary – Prevention Education Program – 5 to 18 sessions
- Secondary – Prevention Invention Program – 12 to 20 sessions
- Tertiary – Prevention Treatment Program – 15 to 27 sessions
- Comprehensive Programs – 27 to 55 sessions

Each partnership will be required to demonstrate its successful, long-term retention of 75% of its clients across their pre-determined program duration.

Home Visitation & Group Based Interventions

- Programs shall offer group-based or individualized interventions weekly. The duration of the services will vary based on the above specified model that is determined at the time of intake. Group sessions shall last from 1.5 hours to 3 hours, and individualized sessions that shall last from 50 to 90 minutes.
- Services participating families receive are based on the initial intake assessment and which program model is chosen for the family. If the family is on the waiting list for services, they will be directed to other program services offered by the Partnership.
- Services will be offered in the home for home visitation and outside of the home for group-based or individualized services. At a family's discretion and supervisor approval virtual and telecommunication visits will also be considered acceptable and count as a home visit.
- The Nurturing Parenting Program Curriculum will be utilized for all program services.

- All Nurturing Parenting Program data for Group sessions curricula shall be entered into the FSDC client database system within 7 days of completion.

Screenings and Family Assessment (Home Visitation & Group Based Interventions)

- Each child participants will be assessed using an age-appropriate developmental screening tool (e.g. Ages and Stages 3, Ages and Stages SE-2).
 - In the event that a developmental screening (conducted in association with any First Steps-funded program) indicates a possible developmental delay, the vendor shall collaborate with parents/guardians to seek the consensual provision of these results to: (a) the child's pediatric care provider, and (b) either BabyNet (ages 0-3) or the child's zoned school district and Disabilities and Special Needs Board (ages 3-5) for additional diagnostic evaluation. Vendors shall maintain (within the First Steps Data Collection System) referral records to include information on the outcome/disposition of each First Steps-initiated referral
 - In addition, the vendor will recommend activities to assist with the areas of possible concern, continue monitoring the child's development, and rescreen the child within 90 days post completion of referred intervention or offer the next ASQ due to the parent to complete and take to the child's next well-child visit if the family will exit before the 90 day period ends.
 - If a child scores in the monitoring range on ASQ3 and/or ASQ:SE2 in two or more categories and/or if there is a parental concern on the screening questionnaire, the vendor will recommend activities to assist with the areas of possible concern, continue monitoring the child's development, or offer the next ASQ for the parent to complete and take to the child's next well-child visit if the family has not exited before the 6 month period
 - At least 80% of child participants should be screened within 30 days of enrollment.
- A child is exempt from being screened by a First Steps Local Partnership, if they have been: removed from the home of the participating parent, screened by an outside agency, and/or previously diagnosed with a disability.
- If an outside agency has completed a developmental screening for participating child, supporting documentation must be requested and saved to the family file.
- All client screenings and shall be entered into the FSDC within 7 days of receiving screening results.

Connection/Referrals (Home Visitation & Group Based Interventions)

Vendors shall maintain (within the First Steps Data Collection System) referral records to include information on the outcome/disposition of each First Steps-initiated referral. In addition, the vendor will recommend activities within the areas of possible concern, continue monitoring the child's development, and rescreen the child within 90 days post completion of referred intervention. At least 60% of adult/child participants must be referred to a viable community resource. Vendors will verify that at least 60% of these referrals end in a connection to service.

- Program staff shall seek to ensure that each participating client family is connected with a pediatric medical home and other community services as appropriate and enter the referral and/or connections into the FS data system.
- Client referrals based on screening results shall be entered into the FSDC within 7 days of screening and/or referral.

Goal Setting and Progress Monitoring (Home Visitation & Group Based Interventions)

- All program staff shall develop and complete for each family, a well-documented Family Goal Plan by session 4 of the group-based, the individualized services weekly session, and/or the home visitation sessions and subsequently update these plans with each family two sessions before they the program.

Integrated Service Delivery and Referrals (Home Visitation & Group Based Interventions)

- Partnerships shall utilize the Nurturing Skills Competency Scale to assess each family and then to refer/ connect families to additional interventions as necessary and beneficial – either simultaneously or as part of a planned, multi-year service continuum.
- As part of the local First Steps partnership's core function as a local portal, program staff shall utilize client risk factors, as well as screening/assessment results and results of client interactions, to refer and connect clients to services they may need or want in order to strengthen their families and provide optimal development for their preschool children.
- Given the risk factor profile of clients/families served by First Steps, it is expected that a majority of clients will be connected to services in addition to this program. Pre-existing connections made prior to the client's involvement with First Steps may count toward this standard.
- Attempted and successful connections (interventions and referrals) shall be entered into the FSDC within 7 days of the connection. Pre-existing connections will be entered within 7 days of client entry into the program.

Staff Qualifications and Training (Home Visitation & Group Based Interventions)

- All program staff and supervisors in SC must possess at least a high school diploma with two years of related work experience or two-year degree in early childhood education or a closely related field and document successful completion of Nurturing Parenting Program training by certified national certified trainer with a training emphasis on birth to 5 population. If an AmeriCorps member is recruited, a high school diploma is required along with successful

completion of the certification in the Nurturing Parenting Program training by national certified trainer with a training emphasis on birth to 5 population.

- All program staff will be trained in the Ages and Stages Questionnaire 3 and Ages and Stages Questionnaire SE2 Developmental Screenings.
- All program staff will be trained in the Adult-Adolescent Parenting Inventory (AAPI) and the Nurturing Skills Competency Scale (NSCS).

Ongoing Program Quality Improvement and Professional Development (Home Visitation & Group Based Interventions)

- Supervisors **will** hold a weekly staff meeting with program staff to provide reflective supervision and individualized reflective supervision meetings to review client recruitment and retention, standards compliance, and programmatic data reviews. **All supervisors will develop staff meeting agendas and meeting minutes to be kept in the partnership's programmatic files.**
- **Client case files are reviewed quarterly to ensure program fidelity to the model. Documentation shall be maintained to show program quarterly monitoring results. Results shall be used for program quality improvement areas to be addressed during staff meetings and reflective supervision.**
- Supervisors shall attend/**observe** home visits with each program staff member at least twice each program year and observe parenting groups bi-monthly. **Results will be used to improve model fidelity, staff meeting agenda items, and reflective supervision.**

Assessments (Home Visitation & Group Based Interventions)

- First Steps programs shall administer client satisfaction surveys at least annually, and use data collected to improve model fidelity.
- Parents will complete the Adult-Adolescent Parenting Inventory (AAPI) to assess the child rearing attitudes of the parents, with a pretest **at intake**, and a posttest annually or prior to **exiting** the program. AAPI assessment will be utilized with all families.
- Parents will complete the Nurturing Skills Competency Scale (NSCS) to assess their knowledge of parenting skills, and to collect demographic information. This assessment will be completed as a pretest **at intake before** starting program services, and a posttest annually or prior to **exiting** the program. The Long Version of the NSCS assessment will be utilized with all families.

Data Submission and Monitoring (Home Visitation & Group Based Interventions)

	Requirement	Database	Data Entry	Report/Monitoring
Service delivery	<p>Home Visitation Twice each month</p> <p>Group Based Interventions</p> <ul style="list-style-type: none"> • Primary – 5 to 18 sessions • Secondary – 12 to 20 sessions • Tertiary – 15 to 27 sessions • Comprehensive Programs – 27 to 55 sessions <p>Family Plan – One per family</p>	<p>Home Visitation and Group Based Intervention - First Steps Data Collection System</p> <p>Family Goal Plans – Program Files, Office of Local Partnership</p>	<p>Case data should be entered within 7 days of home visit, individualized session, or group visit</p>	<p>Report Case Visit Summary and Projected to Serve Report</p> <p>Group Based Interventions – Case Data Entry Screen</p>

<p>Screenings</p>	<p>At least one developmental screening shall be provided for 80% of child participants</p>	<p>First Steps Data Collection System if identified screening tool is ASQ-3 and ASQ:SE2</p> <p>Local Partnership Records if developmental screening is provided by a community resource</p>	<p>Developmental screenings must be entered within 7 days if completed by First Steps Local Partnership</p>	<p>Report ASQ Report or/ Program Records</p>
<p>Assessments</p>	<p>Adult-Adolescent Parenting Inventory (AAPI) (At least 75% of participants must complete.)</p> <p>Nurturing Skills Competency Scale (NSCS) (At least 75% of participants must complete.)</p>	<p>First Steps Data Collection System</p>	<p>Assessment data must be entered within 7 days of assessment</p>	<p>Report Other Assessments and Screenings Report</p>
<p>Referrals</p>	<p>At least 60% of participants should be referred to outside resources, and at least 60% of referrals made must result in a connection to service</p>	<p>First Steps Data Collection System</p>	<p>Case data detailing referrals must be entered within 7 days of referral and/or connection</p>	<p>Report Connections Detail Report</p>



Positive Parenting Program (Triple P) Level 4 (222)

Evidence-Based & High Intensity Strategy

Triple P-Positive Parenting Program is a system of parent training programs designed for parents of children ages birth to 12 years. The evidence-based Level is Level 4. It is an intensive intervention and consists of a broad-based parent training skills curriculum for families whose children have multiple behavior challenges that are interfering with the child's functioning across multiple settings. Level 4 can be delivered for individual families or in group sessions. Level 4 Triple P is the acceptable version of the model for the purposes of offering evidence-based parent education as part of a four-part Family Literacy program.

Unit of Service = 1 Parent

Targeting

Targeting Clients At-Risk of Early School Failure

At least 60% of home visitation clients shall be identified on the basis of two (2) or more of the readiness risk factors below (with 100% of client families possessing at least one risk factor at the time of enrollment):

Readiness Risk Factors:

- A preschool-aged child has been abused
- A preschool-aged child has been neglected
- A preschool-aged child has been placed in foster care
- Eligibility for the Supplemental Nutrition Assistance Program (SNAP, e.g. Food Stamps) or Free School Lunches (130% of federal poverty level or below – with first priority given to TANF-eligible clients whose annual family income levels fall at 50% of federal poverty level or below)
- Eligibility for services under the Individuals with Disabilities Education Act, Parts B (Preschool Special Education, ages 3-5) or C (BabyNet, ages 0-3)
- A preschool aged child with a developmental delay as documented by a physician or standardized assessment (not screening tool)
- Teenage mother/primary caregiver at or under the age of 20 (at the time of the focus child's birth)
- Low maternal/primary caregiver education (less than high school graduation at the time of focus child's birth)
- A preschool-aged child has been exposed to the substance abuse of a caregiver
- A preschool-aged child has been exposed to parental/caregiver depression
- A preschool-aged child has been exposed to parental/caregiver mental illness
- A preschool-aged child has been exposed to parental/caregiver intellectual disability
- A preschool-aged child has been exposed to domestic violence within the home
- Low birth weight (under 5.5 lbs.) in association with serious medical complications
- English is not primary language spoken in the home
- Single parent household and has need of other services
- Transient/numerous family relocations and/or homeless
- Incarcerated Parent(s) (parent(s) is incarcerated in federal or state prison or local jail or was released from incarceration within the past year)
- Death in the Immediate Family (death of a parent/caregiver or sibling)
- Military Deployment (Parent/guardian is currently deployed or is within 2 years of returning from a deployment as an active duty member of the armed forces. Deployment is defined as any current or past event or activity that relates to duty in the armed forces that involves an operation, location, command or duty that is different from his/her normal duty assignment.)
- Recent Immigrant or Refugee Family - One or both parents are foreign-born and entered the country within the past 5 years.

The following condition, while not considered part of SC First Steps' targeting criteria, is an additional characteristic

that can put children at potentially higher risk for early school failure.

Additional high-risk characteristic tracked by First Steps-funded programs:

- Child was removed for behavioral reasons from one or more child care, Head Start or preschool setting.

Client Retention and Exit

Level 4 Triple P is delivered in 10 sessions for an individual family, or in group-based sessions over an 8-week period.

Service Delivery

Model Fidelity

In order to ensure the delivery of high-quality services and the validity of agency-wide evaluation efforts, vendors shall ensure that each First Steps-funded parenting/family strengthening strategy is implemented with fidelity to its published, research-based model. "Fidelity" is defined as complying with model specifications relating to:

Intensity and Delivery

- Obtain Triple P accreditation; the training and accreditation takes 6 to 8 weeks.
- Level 4 is ten individualized 1-hour weekly sessions. If implemented as group sessions, they are conducted within 8 weeks: 5 face to face meetings in weeks #1, #2, #3, #4, and #8; and 20 minute individual telephone consultations in weeks #5, #6, and #7. Sessions can be delivered over more than one visit or group meeting to allow adequate time to meet all components of the Session Checklists
- The Triple P curriculum will be implemented as outlined in the Triple P Practitioner's Manual
- Level 4 group sessions should not exceed 12 parents.

Screenings and Referrals

- Each participating child will be assessed using an age-appropriate developmental screening tool (e.g. Ages and Stages 3, Ages and Stages SE-2, or other validated, approved screening tool). If a Local Partnership wishes to use a developmental screening tool other than Ages and Stages 3, Ages and Stages SE-2, they must receive special permission from the SC First Steps Director of Parenting.
- If the score indicates that the child's development is on track, the vendor shall continue program offerings as scheduled, communicate with parents/guardians about the child's development, and offer activities for continued development
- If a child's score(s) fall in the monitoring range, as indicated by the screening tool, and/or if there is a parental concern on the screening, the vendor will recommend activities to assist with the areas of possible concern, continue monitoring the child's development, and rescreen the child within 6 months.
- If the screening indicates a possible delay, the vendor shall collaborate with parents/guardians to seek the consensual provision of these results to: (a) the child's pediatric care provider, and (b) either BabyNet (ages 0-3) or the child's zoned school district and Disabilities and Special Needs Board (ages 3-5) for additional diagnostic evaluation.
- At least 80% of child participants should be screened within 30 days of enrollment.
- **Connections (Referrals)** Vendors shall maintain (within the First Steps Data Collection System) referral records to include information on the outcome/disposition of each First Steps-initiated referral. In addition, the vendor will recommend activities within the areas of possible concern, continue monitoring the child's development, and rescreen the child within 90 days post completion of referred intervention. At least 60% of adult/child participants must be referred to a viable community resource. Vendors will verify that at least 60% of these referrals end in a connection to service.
- Client screenings and referrals based on those screening results shall be entered into the FSDC within 7 days screening and/or referral.

Integrated Service Delivery and Referrals

- Intake forms (provided with the Triple P manual) must be completed with the parent (and, as appropriate, with the child, teacher, etc.) prior to the implementation of Triple P.
- As part of the local First Steps partnership's core function as a local portal, program staff shall utilize client risk factors, as well as screening/assessment results and results of client interactions, to refer and connect clients to services they may need or want in order to strengthen their families and provide optimal development for their preschool children.

- Given the risk factor profile of clients/families served by First Steps, it is expected that a **majority of clients** will be connected to services in addition to this program. Pre-existing connections made prior to the client’s involvement with First Steps may count toward this standard.
- Attempted and successful connections (interventions and referrals), shall be entered into the FSDC within 30 days of the connection. Pre-existing connections should be entered within 30 days of client entry into the program.

Staff Qualifications and Training

- To deliver Triple P Interventions, providers must have a background in child development or family functioning and have completed both training and accreditation for Level 4. All training and materials to deliver the program to parents must be obtained through Triple P America, the organization responsible for training and dissemination of Triple P in the United States. Minimum education requirement for staff is a high school diploma or equivalency with two years of relevant supervised work experience. If AmeriCorps member is recruited, a minimum education requirement is a high school diploma or equivalency with two of relevant supervised work experience along with all identified Triple P training aligned with staff training expectations.

Assessments

- All Triple P vendors shall complete, at minimum, baseline and post assessments of the Strengths and Difficulties Questionnaire and Impact Supplement (2 to 4 Years; SDQ-IS), available [here](#). Select “Double-sided version with impact supplement – P 2-4 SDQ and impact supplement for the parents of 2 – 4 year olds.” Scoring instructions are [here](#). The initial SDQ-IS should be completed within 45 days of enrollment if the child is at least 2 years of age. If the child is less than 2 years old at enrollment, the initial SDQ-IS should be done immediately after (not before) the child’s 2- year birthday.
- All Triple P vendors shall complete, at minimum, baseline and post assessments of the Parenting Scale (available through Triple P Provider Network website). The baseline assessment is to be completed within 45 days of enrollment in the program. Scoring software (ASRA) is also available through the Triple P Provider Network website.
- The SDQ-IS and Parenting Scale are considered minimally sufficient assessments for implementation fidelity of Triple P. Other assessments are suggested. These include the Being a Parent Scale, Parent Problem Checklist, Relationship Quality Index, Depression Anxiety Stress Scales, and the Family Assessment device – General Functioning Scale. It is recommended that these measures be administered prior to Session 1 and immediately following termination. If the assessment is available to enter in the SCFS data system, results should be entered within **7 days of date of administration**.
- **First Steps programs shall administer client satisfaction surveys at least annually, and use data collected for program improvement**

Data Submission

	Requirement	Database	Data Entry	Report/Monitoring
Service delivery	10 group sessions (groups should not exceed 12 parents) and/or 10 individualized sessions	First Steps Data Collection System	Case data should be entered within 7 days of group visit	Report Case Visit Summary and Projected to Serve Report
Screenings	At least one developmental screening shall be provided for 80% of child participants	First Steps Data Collection System if identified screening tool is ASQ-3 and ASQ:SE2	Developmental screenings must be entered within 7 days	Report ASQ Report or/ Record Review

		Local Partnership Records if a different screening tool has been approved		
Assessments	Strengths and Difficulties Questionnaire and Impact Supplement Snapshot	Records kept at Local Partnership Office and available upon request	Child must be 2 years of age to receive assessment	Record Review
Referrals	At least 60% of participants should be referred to outside resources, and at least 60% of referrals must result in a connection to service	First Steps Data Collection System	Case data detailing referrals must be entered within 7 days of referral and/or connection	Report Connections Detail Report



To: SC First Steps Board of Trustees

From: Tim Holt, Chairman, Finance and Administration Committee

Date: April 14, 2022

RE: Finance and Administration Report

The Finance and Administration Committee met via Zoom conference call on February 2, 2022 to receive updates from staff. Detailed meeting minutes are attached. The committee brings forward two action items, and the following updates.

ACTION: Approval of the 2020 990 Form

Presentation by Josh Garvin, CPA Partner with Manley Garvin, LLP. Mr. Garvin delivered a presentation regarding the SC First Steps 990 Form, which is the Not for Profit Tax Return for 2020.

Based on the discussion Ms. Curtin motioned, with Mr. Holt seconding, that the 990 Form be approved. The Committee voted unanimously to approve the 990 Form and send it to the Board of Trustees for approval to be on the Board of Trustees Agenda separately from the Consent Agenda. The Committee makes the following Motion:

Motion: To approve the 2020 Form 990 for submission.

ACTION: Approval of the Allocation Model for 2022-23

The Committee has reviewed the Allocation Model for formula funding for the Local Partnerships updated with the new 2020 Census Data for FY 2022-23. The Committee reviewed, received input from the Local Partnership Executive Directors, and discussed the Census data and its impact on the Allocation Model. This discussion included the concerns from the Census regarding the accuracy of their data.

Based on these factors and information, Ms. Curtin motioned, which was seconded by Mr. Holt and voted unanimously to forward to the Board of Trustees for discussion and approval, outside of the Consent Agenda, the following recommendations:

Motion:

- 1. Defer for Evaluation the allocation model. Do not implement the model as it currently stands for the upcoming year. This would result in each Local Partnership receiving the same amount of funding as they received for 2021-22.*
- 2. Establish a new Task Force to analyze the data, discuss and evaluate changes to the Allocation Model.*
- 3. The Goal of the Task Force would be to make recommendations to the Board on modifications to the Allocation Model that would insulate it from inaccuracies in the data going forward.*

First Steps State Office

Financial Report

2021-22: The YTD financial report was reviewed by Mr. Barnes. The organization continues to be in excellent financial condition, and our expenditures are below expectations as we work to expand our 4K Program statewide. It is expected we will not fully expend our budget for the current fiscal year.

State Budget Update

The Senate Finance Committee approved \$3 million in additional recurring state general funds for the READY Program proposed by SC First Steps. These funds would be used for targeted and competitive Grants based on a new proviso that limits the amounts to 10% of the total going to any single Local Partnership, with 3% being available for administration, monitoring and evaluation by the State Office. In addition, they approved one additional proviso that would require SC First Steps to evaluate being separated from the State Department of Education. This would take place over the year and would have SC First Steps report back to the General Assembly the results of that analysis. In the 4K Program, we received the flexibility to modify the reimbursement rate to the child-care centers for tuition, transportation, and new classroom grants, based on certain limitations.

Legislative Update

We received an update on the status of two sets of companion bills in the General Assembly related to the Local Partnerships and First Steps. Neither of these sets of bills made the crossover and will most likely need to be reintroduced next year.

Local Partnerships

We received an update on the financial results for the Local Partnerships for the 2020-21 fiscal year. They are included with our Board Packet.

Mr. Barnes gave us an update on the second investigation being conducted by the State Inspector General's Office related to Abbeville and Greenwood County First Steps. The Board of Trustees may have to take significant action related to these two partnerships actions.



Minutes from Finance and Administration Committee Meeting

April 14, 2022

Members present: Tim Holt, Chairman, Jacque Curtin, David Morley

Members not present: N/A

Nonmembers present: Mark Barnes, Director of Administration; Lavinia Tejada, CPA, Director of Finance and Audits, Chelsea Richard, Director of Research and Strategy, Josh Garvin, CPA Partner with Manley Garvin, LLP.

With all public notices being provided, the Zoom meeting was called to order by Tim Holt at 10:00 am.

990 Form

Required Action Item: Approval of 2020 990 Form

Presentation by Josh Garvin, CPA Partner with Manley Garvin, LLP. Mr. Garvin delivered a presentation regarding the SC First Steps 990 Form, which is the Not for Profit Tax Return for tax year 2020.

Mr. Garvin discussed the results that reflected the financial statements that were presented previously to the Board. He mentioned several items. The addition of 1099's that were sent out by Manley Garvin related to the 4K stipend payments for teachers who work at the child-care centers, and one change to the draft related to check boxes in the form. He reviewed the document at length and responded to several questions. It was mentioned that SC First Steps documented a little over 3% of general and administrative expenditures which is an excellent rate and indicates that most of the funds received went directly to program services. Based on the discussion Ms. Curtin motioned, with Mr. Holt seconding, that the 990 Form be approved. The Committee voted unanimously to approve the 990 Form and send it to the Board of Trustees for approval as a separate line item not under the consent agenda.

2022-23 Local Partnership Formula Allocation

Required Action Item: Approval of Allocation Model for 2022-23

Mr. Holt asked Mr. Barnes to give an update and review the documents that are included in the packet for the Allocation Model discussion. Mr. Barnes reminded the Committee of the Allocation Process and the fact that we are in the third and final year of the implementation of the Allocation Model that was approved several years ago after much discussion, review and feedback, not only from the agency, but also from the Executive Directors and the public. He then presented the updated model based on the most recent Census data. This included the overall Allocation Summary, as well as a report showing the variance between last year and this year. He mentioned that the amount of the variance for the change between last year and this year was unprecedented. After reviewing the Census data, it

became apparent that the 2020 Census data was delayed due to quality concerns by the Census. Several updates from the Census indicated they attempted to address these concerns but were not able to resolve all of them. As a result, there were some significant swings in the margin of errors in some counties. This resulted in some big shifts in certain counties getting significant increases in funding and equal amounts decreasing in other counties. With this concern, a zoom meeting was held that was available to all Executive Directors for the Local Partnerships to explain the situation and get feedback and options they would recommend on the best way to handle the issues. In their feedback, 56% of the 32 Executive Directors responding, recommended not making any change in the amount of funding for the next year. 17% recommended implementing the model fully in the new year, 17% recommended phasing in the change over a three or more year period, with the remaining abstaining from offering an opinion. Mr. Barnes presented the three options that were identified by the Executive Directors to the Committee for their review and discussion.

There was general discussion regarding the situation and the fact was mentioned that the Allocation Model never counted on the quality of the Census data being impacted by a pandemic. Concern was discussed about the future years with the fact that the American Communities Survey is a five year running average and would be impact for the next several years by the 2020 Census effect, as well as not knowing how the 2021 and other years would be impacted by the pandemic and it's aftermath.

With that in mind, Ms. Curtin made the following motions to the Board. These motions would be separate from the Consent Agenda and would go to the Board for discussion and approval. These were seconded by Mr. Holt and unanimously approved.

1. For this year's allocation, the Committee is recommending to "Defer for Evaluation". Do not implement the model as it currently stands for the upcoming year. This would result in each Local Partnership receiving the same amount of funding as they received for 2021-22.
2. Establish a new Task Force to analyze the data, discuss and evaluate changes to the Allocation Model.
3. The Goal of the Task Force would be to make recommendations to the Board on modifications to the Allocation Model that would insulate it from inaccuracies in the data going forward.

There was also discussion about including in that evaluation a need to review and implement the section of the model related to financial penalties for non-compliance. In addition, the process should include significant involvement from Executive Directors and others. This would be similar to the last time we evaluated the Allocation Model with considerable involvement and input from all affected parties and the public.

First Steps State Office Updates

Financial Report

The YTD financial report for 2021-22 was reviewed by Mr. Barnes. He shared that the expenditures for the year to date are less than the budget. This is due, in part, to the statewide expansion of the 4K Program and some delays in at least one funds reimbursement to the agency. There will be an increase in expenditures prior to the end of the fiscal year but we will still be below our budget in

expenditures. Our 4K staff is working hard to increase the number of centers, and students enrolled in the program. At this point we have more students enrolled than at anytime in the past, as well as the highest number of classrooms and centers. He mentioned the updated Donations Report was also included and reminded the Committee of the upcoming fund-raising event on the 28th of April and encouraged each person to attend. He also mentioned that we have reached our fundraising goal of \$70,000 for the event!

State Budget Update

Mr. Barnes updated the Committee on the status of the state budget request for next year. The request is for \$6 Million in recurring funds for the Local Partnerships. These funds would be used for two purposes, they include targeted or competitive grants, and for capacity and infrastructure with some of the funds being available to use for monitoring and support. In addition, we requested some proviso changes that would increase the amounts paid to the 4K providers for transportation, tuition, and classroom start-up funds. The budget is now being discussed in the Senate Finance K-12 Budget Subcommittee. Two new provisos related to SC First Steps are being considered. The first is a proviso that would request that SC First Steps evaluates the steps and costs that would be necessary for them to separate completely from the State Department of Education over the next year and report back to the General Assembly. The second proviso would describe the use of funds received from the state for READY, which is the request for the recurring funds for the Local Partnerships.

As an update, the full Senate Finance Committee passed both provisos on 4-13-22 as well as \$3 million in new recurring funds for the READY Grants mentioned above. The new funding is in General Funds and allows SC First Steps to spend up to 3% of the funds in administering, monitoring, and evaluating the new grants. In addition, they also approved the 4K proviso with a modification allowing equity in establishing new rates for providers along with additional reporting requirements.

Legislative Update

Mr. Barnes updated the Committee on the status of two sets of bills that have been introduced in the General Assembly. This includes a set of companion bills, one by Senator Talley, and one by Representative Calhoun that would modify the organization and the Local Partnerships and regionalize operations. The second set of companion bills, one from Representative Murrell Smith and Representative Govan, and in the Senate by Senator Hembree, Senator Malloy, and Senator Johnson, which would modify the Local Partnership Boards in order to meet PEBA's requirements so that the Local Partnership employees could participate in the state retirement system.

Neither of these two sets of bills were passed prior to the cross over date for the General Assembly, so most likely will have to be reintroduced in the next session. The current two year session ends this year.

Local Partnerships

Review of Local Partnership Financial Status

Several reports were shared with the Committee updating them on the results for the Local Partnerships for fiscal year 2020-21. These included:

1. Local Partnership EIA Formula Funding Carryforward amounts. There were many Local Partnerships that exceeded their 15% limitation on Carry Forward Amounts for the 2020-21 fiscal year. As a reminder, the Board of Trustees indicated they would support higher Carry Forward Amounts for the Local Partnerships due to operational challenges from the pandemic. Mr. Barnes mentioned many of these impacts were still being felt during the current fiscal year.
2. Local Partnership Administrative Expenditures. Mr. Barnes mentioned that no Local Partnership exceeded the 13% limitation on administrative expenditures for the 2020-21 fiscal year. He also reminded the Committee that if that were to happen, significant actions would have to be taken due to the language in the statutes relating to this issue.
3. Local Partnership Match Requirements. For the first time in recent memory, all Local Partnerships achieved their 15% goals for the 2020-21 fiscal year.

Update on Greenwood and Abbeville County First Steps Partnerships

First Steps State Office staff are monitoring the Corrective Action Plans established by the two Local Partnerships. Mr. Barnes gave a brief summary of the situation and how we arrived at the current status to the Committee for the benefit of the newest member of the Committee. He also mentioned it has been announced that the State Inspector General's Office has opened a second investigation into their recent activities. We are hoping they will complete this new investigation soon. Mr. Morley reminded the Committee that the Board may need to take significant action in this situation and that more information should be available after the Inspector General's investigation is complete. There was general discussion regarding the possible actions and how they might be handled.

4K Program

Staff gave an update on the program's status. This included an update on the statewide expansion efforts. We now have the largest number of centers enrolled, the highest number of classrooms, and the most children enrolled in our history. 4K Staff continue to work to add additional classrooms and centers to complete statewide expansion.

With no further business to discuss, the Chair adjourned the meeting at 11:35 am.



First Steps Local Partnership Allocation FY 2022-23

17-Mar-22

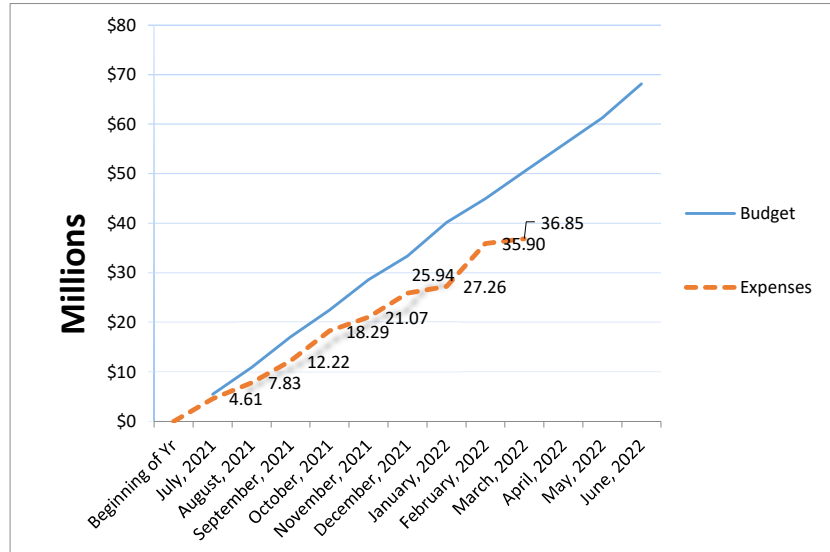
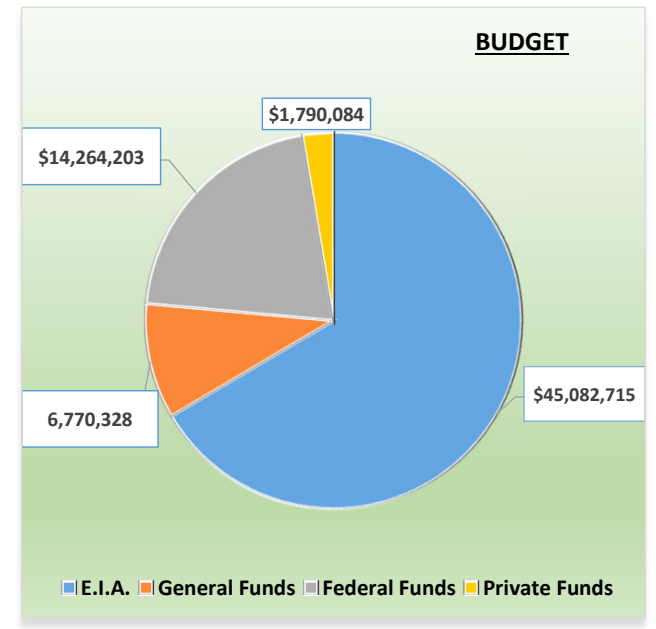
Instructions:		Enter total funds for allocation in E 4		Total Funds							
		Enter Initial Base Allocation in E 6		\$14,435,228							
		Enter any noncompliance penalties in Column K		Initial Base Allocation for Each County							
		Calculate Adjusted Base Allocation		\$200,000							
Additional allocation for counties with high numbers of children age 0-5 under 185% of poverty is calculated as follows: 1. Select counties that have more than 2800 children age 0-5 under 185% of poverty. Subtract 2800 from estimated number in column C. 2. Calculate percent of the total for each county with more than 2800 children. 3. Multiply percent by the amount available for allocation. 4. Add the adjusted base amount to the additional allocation.					Total Initial Base Allocation			Funds Available for Allocation = Total Funds Minus Total Initial Base	Subtotal Allocation	Total Noncompliance Penalties	Total Adjusted Base Allocation
					\$9,200,000			\$5,235,228.00		\$0.00	\$14,435,228.00
Sources:	U.S. Census Bureau: 2016-2020 American Community Survey 5-Year Estimates, Table 17024			Initial Base Allocation	Low Income	Counties with large numbers of low income children	Percentage for additional allocation	Additional Allocation	Subtotal Allocation	Minus Noncompliance Penalty	Total Allocation
County	Estimated number below age 6 for whom poverty was determined	Estimated number below age 6 less than 185% poverty	Estimated percent below age 6 less than 185% poverty		County Percent of Population Below Age 6 Less Than 185% Poverty						
South Carolina	341,530	154,987	45.4%		100.00%						
Abbeville	1,419	765	53.9%	\$200,000	0.49%			\$0	\$200,000	\$0	\$200,000
Aiken	11,561	5,187	44.9%	\$200,000	3.35%	2,387	3.36%	\$176,131	\$376,131	\$0	\$376,131
Allendale	426	345	81.0%	\$200,000	0.22%			\$0	\$200,000	\$0	\$200,000
Anderson	13,555	5,874	43.3%	\$200,000	3.79%	3,074	4.33%	\$226,823	\$426,823	\$0	\$426,823
Bamberg	791	411	52.0%	\$200,000	0.27%			\$0	\$200,000	\$0	\$200,000
Barnwell	1,321	1,011	76.5%	\$200,000	0.65%			\$0	\$200,000	\$0	\$200,000
Beaufort	11,574	5,479	47.3%	\$200,000	3.54%	2,679	3.78%	\$197,677	\$397,677	\$0	\$397,677
Berkeley	18,045	8,561	47.4%	\$200,000	5.52%	5,761	8.12%	\$425,090	\$625,090	\$0	\$625,090
Calhoun	591	301	50.9%	\$200,000	0.19%			\$0	\$200,000	\$0	\$200,000
Charleston	27,389	9,344	34.1%	\$200,000	6.03%	6,544	9.22%	\$482,866	\$682,866	\$0	\$682,866
Cherokee	3,858	2,357	61.1%	\$200,000	1.52%			\$0	\$200,000	\$0	\$200,000
Chester	2,340	1,408	60.2%	\$200,000	0.91%			\$0	\$200,000	\$0	\$200,000
Chesterfield	2,924	1,749	59.8%	\$200,000	1.13%			\$0	\$200,000	\$0	\$200,000
Clarendon	1,880	1,148	61.1%	\$200,000	0.74%			\$0	\$200,000	\$0	\$200,000
Colleton	2,561	1,701	66.4%	\$200,000	1.10%			\$0	\$200,000	\$0	\$200,000
Darlington	4,456	2,477	55.6%	\$200,000	1.60%		0.00%	\$0	\$200,000	\$0	\$200,000
Dillon	2,235	1,441	64.5%	\$200,000	0.93%			\$0	\$200,000	\$0	\$200,000
Dorchester	11,201	3,722	33.2%	\$200,000	2.40%	922	1.30%	\$68,032	\$268,032	\$0	\$268,032
Edgefield	1,148	520	45.3%	\$200,000	0.34%			\$0	\$200,000	\$0	\$200,000
Fairfield	1,308	914	69.9%	\$200,000	0.59%			\$0	\$200,000	\$0	\$200,000
Florence	10,036	5,130	51.1%	\$200,000	3.31%	2,330	3.28%	\$171,925	\$371,925	\$0	\$371,925
Georgetown	3,142	1,845	58.7%	\$200,000	1.19%			\$0	\$200,000	\$0	\$200,000
Greenville	38,289	15,394	40.2%	\$200,000	9.93%	12,594	17.75%	\$929,281	\$1,129,281	\$0	\$1,129,281
Greenwood	5,148	3,477	67.5%	\$200,000	2.24%	677	0.95%	\$49,954	\$249,954	\$0	\$249,954
Hampton	1,181	757	64.1%	\$200,000	0.49%			\$0	\$200,000	\$0	\$200,000
Horry	18,275	9,655	52.8%	\$200,000	6.23%	6,855	9.66%	\$505,814	\$705,814	\$0	\$705,814
Jasper	1,869	1,105	59.1%	\$200,000	0.71%			\$0	\$200,000	\$0	\$200,000
Kershaw	4,227	1,692	40.0%	\$200,000	1.09%			\$0	\$200,000	\$0	\$200,000
Lancaster	6,281	2,501	39.8%	\$200,000	1.61%			\$0	\$200,000	\$0	\$200,000
Laurens	4,713	2,760	58.6%	\$200,000	1.78%			\$0	\$200,000	\$0	\$200,000
Lee	934	490	52.5%	\$200,000	0.32%			\$0	\$200,000	\$0	\$200,000
Lexington	20,874	8,009	38.4%	\$200,000	5.17%	5,209	7.34%	\$384,359	\$584,359	\$0	\$584,359
McCormick	354	210	59.3%	\$200,000	0.14%			\$0	\$200,000	\$0	\$200,000
Marion	1,996	1,384	69.3%	\$200,000	0.89%			\$0	\$200,000	\$0	\$200,000
Marlboro	1,595	1,004	62.9%	\$200,000	0.65%			\$0	\$200,000	\$0	\$200,000
Newberry	2,460	1,293	52.6%	\$200,000	0.83%			\$0	\$200,000	\$0	\$200,000
Oconee	4,413	2,113	47.9%	\$200,000	1.36%			\$0	\$200,000	\$0	\$200,000
Orangeburg	5,276	3,426	64.9%	\$200,000	2.21%	626	0.88%	\$46,191	\$246,191	\$0	\$246,191
Pickens	7,082	2,616	36.9%	\$200,000	1.69%		0.00%	\$0	\$200,000	\$0	\$200,000
Richland	28,227	12,464	44.2%	\$200,000	8.04%	9,664	13.62%	\$713,083	\$913,083	\$0	\$913,083
Saluda	1,306	684	52.4%	\$200,000	0.44%			\$0	\$200,000	\$0	\$200,000
Spartanburg	22,419	9,707	43.3%	\$200,000	6.26%	6,907	9.74%	\$509,651	\$709,651	\$0	\$709,651
Sumter	8,493	4,593	54.1%	\$200,000	2.96%	1,793	2.53%	\$132,301	\$332,301	\$0	\$332,301
Union	1,792	1,206	67.3%	\$200,000	0.78%			\$0	\$200,000	\$0	\$200,000
Williamsburg	1,813	1,029	56.8%	\$200,000	0.66%			\$0	\$200,000	\$0	\$200,000
York	18,752	5,728	30.5%	\$200,000	3.70%	2,928	4.13%	\$216,050	\$416,050	\$0	\$416,050
				\$9,200,000		70,950	100.00%	\$5,235,228	\$14,435,228	\$0	\$14,435,228



Allocation Model Change from SFY 2021-22 to SFY 2022-23

17-Mar-22

County	Total Allocation 2021-22	Total Allocation 2022-23	Change from 2021- 22 to 2022-23	Percentage Change
Abbeville	200,000	200,000	0	0.00%
Aiken	431,622	376,131	-55,492	-12.86%
Allendale	200,000	200,000	0	0.00%
Anderson	411,437	426,823	15,386	3.74%
Bamberg	200,000	200,000	0	0.00%
Barnwell	200,000	200,000	0	0.00%
Beaufort	405,174	397,677	-7,498	-1.85%
Berkeley	492,401	625,090	132,689	26.95%
Calhoun	200,000	200,000	0	0.00%
Charleston	703,985	682,866	-21,119	-3.00%
Cherokee	200,000	200,000	0	0.00%
Chester	200,000	200,000	0	0.00%
Chesterfield	200,000	200,000	0	0.00%
Clarendon	200,000	200,000	0	0.00%
Colleton	200,000	200,000	0	0.00%
Darlington	204,420	200,000	-4,420	-2.16%
Dillon	200,000	200,000	0	0.00%
Dorchester	290,468	268,032	-22,436	-7.72%
Edgefield	200,000	200,000	0	0.00%
Fairfield	200,000	200,000	0	0.00%
Florence	410,110	371,925	-38,185	-9.31%
Georgetown	200,000	200,000	0	0.00%
Greenville	1,029,244	1,129,281	100,037	9.72%
Greenwood	250,538	249,954	-584	-0.23%
Hampton	200,000	200,000	0	0.00%
Horry	687,925	705,814	17,889	2.60%
Jasper	200,000	200,000	0	0.00%
Kershaw	200,000	200,000	0	0.00%
Lancaster	200,000	200,000	0	0.00%
Laurens	200,000	200,000	0	0.00%
Lee	200,000	200,000	0	0.00%
Lexington	594,362	584,359	-10,003	-1.68%
McCormick	200,000	200,000	0	0.00%
Marion	200,000	200,000	0	0.00%
Marlboro	200,000	200,000	0	0.00%
Newberry	200,000	200,000	0	0.00%
Oconee	200,000	200,000	0	0.00%
Orangeburg	282,807	246,191	-36,615	-12.95%
Pickens	207,514	200,000	-7,514	-3.62%
Richland	901,424	913,083	11,659	1.29%
Saluda	200,000	200,000	0	0.00%
Spartanburg	729,917	709,651	-20,267	-2.78%
Sumter	353,310	332,301	-21,009	-5.95%
Union	200,000	200,000	0	0.00%
Williamsburg	200,000	200,000	0	0.00%
York	448,567	416,050	-32,517	-7.25%
Totals	14,435,228	14,435,228	0	0.00%



**As of
March 31, 2022**

Spending Rates	
Projected	75%
Actual	54%

PROGRAMS / OPERATIONS	STATE APPROPRIATIONS			FEDERAL GRANTS			PRIVATE FUNDS			GRAND TOTAL			
	Description	Budget	Expended	Balance	Budget	Expended	Balance	Budget	Expended	Balance	Budget	Expended	Balance
LOCAL PARTNERSHIPS	14,435,228	11,194,161	3,241,067	2,025,313		\$ 2,025,313				-	16,460,541	11,194,161	\$ 5,266,380
LOCAL PARTNERSHIPS SUPPORT & TECH ASST.	2,896,900	1,837,049	1,059,851	3,385,280		\$ 3,385,280	198,393	42,500	155,893		6,480,573	1,879,549	\$ 4,601,024
PRIVATE 4-K	32,014,655	19,253,804	12,760,851	5,307,914		5,307,914				-	37,322,569	19,253,804	\$ 18,068,765
EARLY CHILDHOOD ADVISORY COUNCIL	193,500	37,867	155,633	2,531,685	2,185,701	345,984	130,000		130,000		2,855,185	2,223,568	\$ 631,617
AMERICORPS				326,703	178,201	148,502				-	326,703	178,201	\$ 148,502
POLICY & ACCOUNTABILITY	2,557,208	1,462,111	1,095,097	687,308		687,308	1,461,691	656,921	804,770		4,706,207	2,119,032	\$ 2,587,175
GRAND TOTAL:	52,097,491	33,784,992	18,312,499	14,264,203	2,363,903	11,900,300	1,790,084	699,421	1,090,663		68,151,778	36,848,316	\$ 31,303,462

Notes:

1) Local Partnerships:

- a. Funding Sources: Education Improvement Act (EIA) Funds
- b. Formula allocation cash advances are disbursed on a quarterly basis
- c. Expenditures reflect disbursements from SC First Steps (state-level)
- d. Does not include local-level actual expenses to staff and vendors

2) Private budgets based on Projected Fund Raising and income & prior year cash.

45,327,163	E.I.A.
6,770,328	General Funds
14,264,203	Federal Funds
1,790,084	Private Funds
68,151,778	

3) LP Support & Technical Assistance

- a. Contracted accounting firm (Manley Garvin, LLC)
- b. Accounting Software network support & Data Housing
- c. Programmatic data housing & network support

Federal Funds:

AmeriCorps:	326,703
SLDS:	173,017
PDG:	5,686,573
10% Quality	339,517
ESSER Funds	4,485,914
GEER Funds	3,252,479
	14,264,203

3) LP Support & Technical Assistance (cont.)

- d. Workers' compensation insurance coverage
- e. External programmatic evaluation
- f. Financial audits-annually each LP
- g. Does not include local-level actual expenses to staff and vendors
- h. OFS program & finance staff (payroll, rent, contractual, supplies, travel, etc)
- i. Includes LP Countdown to Kindergarten program

- 4) State Appropriations Include EIA Funds and General Funds.**
- 5) \$3.2 mil. in GEER Funds were awarded April 1 (reimbursable)**

Donations

FY 2022

As of March 31, 2022



DATE RECEIVED	GENERAL	DONOR/PAYOR	FUNDS	PURPOSE / COMMENTS
Jul 19, 2021	25	Cindy Kellet	Unrestricted	SC First Steps
Jul 19, 2021	1,000	Brady Thomas	Restricted	Hampton County First Steps
Aug 1, 2021	10	Catherine Morton-FrontStream	Restricted	Berkeley County First Steps
Aug 24, 2021	975	Jim & Melinda Robertson-NFG	Unrestricted	SC First Steps
Aug 24, 2021	20	James Rickenbaker-NFG	Restricted	Orangeburg County First Steps
Aug 24, 2021	96	Blackbaud Giving Foundation	Unrestricted	SC First Steps
Aug 24, 2021	125	Flour Enterprise-The Benevity	Unrestricted	SC First Steps
Sep 1, 2021	10	Catherine Morton-FrontStream	Restricted	Berkeley County First Steps
Oct 14, 2021	100	Flour Enterprise-The Benevity	Unrestricted	SC First Steps
Oct 18, 2021	10	Catherine Morton-FrontStream	Restricted	Berkeley County First Steps
Oct 18, 2021	25	James Rickenbaker-Orangeburg Co.	Restricted	Orangeburg County First Steps
Oct 18, 2021	25	Sharon Daniels -Orangeburg Co.	Restricted	Orangeburg County First Steps
Oct 18, 2021	100	Chris Vanderford-Greenwood Co.	Restricted	Greenwood County First Steps
Nov 8, 2021	50	Laura Baker	Unrestricted	SC First Steps
Dec 3, 2021	150	Jennifer Wright-Lancaster Co.	Restricted	Lancaster County First Steps
Dec 3, 2021	200	Gloria Jennings-Richland Co.	Restricted	Richland County First Steps
Dec 3, 2021	25	Bethany Counts-Newberry Co.	Restricted	Newberry County First Steps
Dec 3, 2021	1,000	Aaron & Nicole Winkoop	Restricted	A Night to Celebrate
Dec 7, 2021	1,000	TS Holt Company	Restricted	A Night to Celebrate
Dec 9, 2021	5,000	Schwab Charitable-Marchelle Canright	Unrestricted	SC First Steps
Dec 21, 2021	80	Blackbaud Giving Foundation	Unrestricted	SC First Steps
Dec 31, 2021	10	Bethany Counts-NFG	Restricted	Newberry County First Steps
Dec 31, 2021	970	Sunshine Foundation-NFG	Restricted	Barnwell County First Steps
Dec 31, 2021	25	Regina Eargle-NFG	Restricted	Newberry County First Steps
Dec 31, 2021	10	Tricia Gordon_NFG	Restricted	Barnwell County First Steps
Dec 31, 2021	24	Hazel Backman-NFG	Restricted	Richland County First Steps
Dec 31, 2021	100	Antionette Alston-NFG	Restricted	Newberry County First Steps
Jan 1, 2022	100	Karen Oliver	Restricted	A Night to Celebrate
Jan 1, 2022	100	Karen Oliver	Unrestricted	SC First Steps
Jan 1, 2022	1,000	Hal Kaplan	Unrestricted	SC First Steps
Jan 2, 2022	10	Catherine Morton-FrontStream	Restricted	Berkeley County First Steps
Jan 5, 2022	100	Merita Ann Alison	Unrestricted	SC First Steps
Jan 5, 2022	500	Gregory Hembree	Unrestricted	SC First Steps
Jan 5, 2022	100	Debra Scott	Unrestricted	SC First Steps
Jan 18, 2022	2,500	David & Cheryl Morley	Restricted	A Night to Celebrate
Jan 18, 2022	25	Alison Bowers-NFG	Unrestricted	SC First Steps
Jan 18, 2022	30	Cindy Kellett-NFG	Unrestricted	SC First Steps
Jan 18, 2022	100	Audrey Whetsell-NFG	Unrestricted	SC First Steps
Jan 18, 2022	150	Valencia Johnson-NFG	Unrestricted	SC First Steps
Jan 18, 2022	24	Cassandra Barber-NFG	Unrestricted	SC First Steps
Jan 18, 2022	100	Elizabeth C. Gardiner-NFG	Unrestricted	SC First Steps
Jan 18, 2022	25	Delores Rock-NFG	Restricted	Orangeburg County FS
Jan 18, 2022	15	Delores Rock-NFG	Unrestricted	SC First Steps
Jan 18, 2022	25	Vanessa Jefferies-NFG	Restricted	Cherokee County FS
Jan 18, 2022	500	Janice E. Kilburn-NFG	Unrestricted	SC First Steps
Jan 18, 2022	600	Janice E. Kilburn-NFG	Unrestricted	SC First Steps
Jan 18, 2022	250	Anne Graybill-NFG	Unrestricted	SC First Steps
Jan 18, 2022	300	David M Mathis-NFG	Unrestricted	SC First Steps
Jan 18, 2022	100	Walter Fleming Jr-NFG	Unrestricted	SC First Steps
Jan 18, 2022	50	Alexia Newman-NFG	Unrestricted	SC First Steps
Jan 18, 2022	500	Michelle Fry-NFG	Unrestricted	SC First Steps
Jan 18, 2022	25	Veronica Reynolds-NFG	Restricted	Richland County FS
Jan 18, 2022	100	Eastern Region/Pam Bradley-NFG	Unrestricted	SC First Steps
Jan 18, 2022	30	Lauren E Moore-NFG	Unrestricted	SC First Steps
Jan 18, 2022	75	Cheryl Scales-Chavis-NFG	Unrestricted	SC First Steps
Jan 18, 2022	15	Dauida Price-NFG	Unrestricted	SC First Steps
Jan 18, 2022	97	Michael Artz-NFG	Unrestricted	SC First Steps
Jan 18, 2022	30	Billy E Bennett-NFG	Restricted	Sumter County FS
Jan 18, 2022	15	Jennifer Phelan-Ninh-NFG	Unrestricted	SC First Steps
Jan 18, 2022	45	Janice Moore-NFG	Unrestricted	SC First Steps
Jan 18, 2022	388	Georgia Mjartan-NFG	Unrestricted	SC First Steps
Jan 18, 2022	100	Mike Leach-NFG	Unrestricted	SC First Steps

Jan 18, 2022	50	Amy Williams-NFG	Unrestricted	SC First Steps
Jan 18, 2022	100	Julie Hussey-NFG	Unrestricted	SC First Steps
Jan 20, 2022	10,000	Fidelity Charitable-Morley Family Fund	Unrestricted	SC First Steps
Jan 20, 2022	5,000	Manley Garvin	Restricted	A Night to Celebrate
Jan 20, 2022	1,000	Mark Robertson	Restricted	A Night to Celebrate
Jan 25, 2022	1,000	Lourie Consulting Inc.	Restricted	A Night to Celebrate
Jan 31, 2022	2,500	Founders Federal Credit Union	Restricted	A Night to Celebrate
Jan 31, 2022	1,000	Anlar LLC	Restricted	A Night to Celebrate
Jan 31, 2022	1,000	Teaching Strategies	Restricted	A Night to Celebrate
Feb 9, 2022	1,000	Scott & Co.-Don Mobley	Restricted	A Night to Celebrate
Feb 9, 2022	1,000	Brian & Beth Moore	Restricted	A Night to Celebrate
Feb 15, 2022	1,000	Riley Pope & Laney	Restricted	A Night to Celebrate
Mar 1, 2022	3,000	Jerry Stevens-First Citizens-Reg3	Restricted	A Night to Celebrate
Mar 1, 2022	3,000	Jerry Stevens-First Citizens-Midsouth	Restricted	A Night to Celebrate
Mar 1, 2022	1,000	Pollock Co.	Restricted	A Night to Celebrate
Mar 3, 2022	1,000	Brooklyn Baptist Church	Restricted	A Night to Celebrate
Mar 8, 2022	1,000	Synovus	Restricted	A Night to Celebrate
Mar 8, 2022	200	SCADA-Senator Johnson	Unrestricted	SC First Steps
Mar 10, 2022	3,000	First Citizens (NC)	Restricted	A Night to Celebrate
Mar 10, 2022	5,000	Capital Waste Services	Restricted	A Night to Celebrate
Mar 11, 2022	2,500	Rhodes Branding	Restricted	A Night to Celebrate
Mar 16, 2022	1,000	Kaplan Early Learning	Restricted	A Night to Celebrate
Mar 23, 2022	200	SCADA-Rep. Russell Ott Calhoun County	Unrestricted	SC First Steps
Mar 23, 2022	200	SCADA-Rep. Raye Felder York County	Unrestricted	SC First Steps
Mar 23, 2022	100	Audrey McClary-NFG	Restricted	A Night to Celebrate
Mar 23, 2022	10	Beth Shelton Brooks-NFG	Restricted	Newberry County First Steps

\$ 65,150

SC First Steps to School Readiness
FY-21 Local Partnership Financial Summary
 EIA Allocation (Fund 550) Carry Forward Amounts



	FY-21 Year End		FY-21 EIA Allocation	
	BALANCE			
01 - Abbeville	\$32,576.19	\$	200,000	16.29%
02 - Aiken	\$217,381.44	\$	425,127	51.13%
03 - Allendale	\$54,454.15	\$	200,000	27.23%
04 - Anderson	\$39,018.69	\$	446,884	8.73%
05 - Bamberg	\$13,508.63	\$	200,000	6.75%
06 - Barnwell	\$31,029.00	\$	200,000	15.51%
07 - Beaufort	\$57,701.31	\$	389,491	14.81%
08 - Berkeley	\$108,653.80	\$	494,064	21.99%
09 - Calhoun	\$3,449.20	\$	200,000	1.72%
10 - Charleston	\$66,357.30	\$	727,862	9.12%
11 - Cherokee	\$22,071.65	\$	200,000	11.04%
12 - Chester	\$59,218.54	\$	200,000	29.61%
13 - Chesterfield	\$16,225.94	\$	200,000	8.11%
14 - Clarendon	\$48,047.12	\$	200,000	24.02%
15 - Colleton	\$18,531.65	\$	200,000	9.27%
16 - Darlington	\$11,106.51	\$	216,451	5.13%
17 - Dillon	\$21,766.93	\$	200,000	10.88%
18 - Dorchester	\$20,300.34	\$	307,058	6.61%
19 - Edgefield	\$18,720.25	\$	200,000	9.36%
20 - Fairfield	\$75,328.07	\$	200,000	37.66%
21 - Florence	\$57,253.63	\$	390,550	14.66%
22 - Georgetown	\$11,085.31	\$	200,000	5.54%
23 - Greenville	\$76,423.51	\$	1,031,417	7.41%
24 - Greenwood	\$47,751.57	\$	233,913	20.41%
25 - Hampton	\$28,461.58	\$	200,000	14.23%
26 - Horry	\$119,982.87	\$	655,190	18.31%
27 - Jasper	\$64,870.77	\$	200,000	32.44%
28 - Kershaw	\$11,617.40	\$	200,000	5.81%
29 - Lancaster	\$867.73	\$	207,432	0.42%
30 - Laurens	\$14,177.23	\$	204,719	6.93%
31 - Lee	\$29,982.87	\$	200,000	14.99%
32 - Lexington	\$39,540.64	\$	593,328	6.66%
33 - Marion	\$50,347.50	\$	200,000	25.17%
34 - Marlboro	\$22,857.62	\$	200,000	11.43%
35 - McCormick	\$23,559.20	\$	200,000	11.78%
36 - Newberry	\$25,885.45	\$	200,000	12.94%
37 - Oconee	\$40,838.23	\$	200,680	20.35%
38 - Orangeburg	\$41,625.28	\$	291,116	14.30%
39 - Pickens	\$51,301.71	\$	230,944	22.21%
40 - Richland	\$87,440.17	\$	837,189	10.44%
41 - Saluda	\$20,060.68	\$	200,000	10.03%
42 - Spartanburg	\$70,688.08	\$	709,840	9.96%
43 - Sumter	\$59,764.02	\$	356,245	16.78%
44 - Union	\$42,886.19	\$	200,000	21.44%
45 - Williamsburg	\$4,308.81	\$	200,000	2.15%
46 - York	\$46,102.92	\$	485,728	9.49%
Grand Total	\$2,025,127.68	\$	14,435,228	14.03%

South Carolina First Steps to School Readiness Local Partnership Administrative Expenditures



FY-21 Admin 13%

	E.I.A. Allocation	E.I.A. Allocation (Carry Fwd)	Total Expenses	E.I.A. Allocation ADMIN. Expenses	E.I.A. Allocation (Carry Fwd) ADMIN. Expenses	ADMIN. Expenses	PERCENTAGES
01 - Abbeville	\$167,423.81	\$4,767.00	\$172,190.81	\$5,993.77	\$0.00	\$5,993.77	3.48%
02 - Aiken	\$207,746.56	\$144,214.54	\$351,961.10	\$18,055.21	\$6,595.74	\$24,650.95	7.00%
03 - Allendale	\$145,545.85	\$13,144.80	\$158,690.65	\$13,345.05	\$1,615.75	\$14,960.80	9.43%
04 - Anderson	\$407,864.31	\$32,670.12	\$440,534.43	\$22,563.36	\$9,162.00	\$31,725.36	7.20%
05 - Bamberg	\$186,491.37	\$268.99	\$186,760.36	\$22,163.88	\$5.00	\$22,168.88	11.87%
06 - Barnwell	\$168,971.00	\$56,129.13	\$225,100.13	\$13,078.83	\$10,388.59	\$23,467.42	10.43%
07 - Beaufort	\$331,789.69	\$29,953.02	\$361,742.71	\$361,742.71	\$0.00	\$23,683.70	6.55%
08 - Berkeley	\$385,410.20	\$66,247.01	\$451,657.21	\$36,664.23	\$5,504.00	\$42,168.23	9.34%
09 - Calhoun	\$196,550.80	\$3,925.98	\$200,476.78	\$24,360.60	\$0.00	\$24,360.60	12.15%
10 - Charleston	\$661,507.10	\$6,129.00	\$667,636.10	\$74,338.94	\$0.00	\$74,338.94	11.13%
11 - Cherokee	\$177,928.35	\$18,436.97	\$196,365.32	\$15,897.44	\$1,650.00	\$17,547.44	8.94%
12 - Chester	\$140,781.46	\$34,964.45	\$175,745.91	\$17,915.56	\$372.47	\$18,288.03	10.41%
13 - Chesterfield	\$183,774.06	\$7,213.42	\$190,987.48	\$13,814.07	\$297.00	\$14,111.07	7.39%
14 - Clarendon	\$151,952.88	\$22,734.00	\$174,686.88	\$13,086.45	\$6,897.00	\$19,983.45	11.44%
15 - Colleton	\$181,468.35	\$4,805.00	\$186,273.35	\$8,797.68	\$0.00	\$8,797.68	4.72%
16 - Darlington	\$205,344.49	\$6,798.17	\$212,142.66	\$19,589.63	\$0.00	\$19,589.63	9.23%
17 - Dillon	\$178,233.07	\$16,225.00	\$194,458.07	\$18,368.18	\$0.00	\$18,368.18	9.45%
18 - Dorchester	\$286,755.66	\$26,469.77	\$313,225.43	\$19,297.56	\$1,789.64	\$21,087.20	6.73%
19 - Edgefield	\$181,279.75	\$35,373.00	\$216,652.75	\$20,154.26	\$1,085.00	\$21,239.26	9.80%
20 - Fairfield	\$124,671.93	\$52,925.12	\$177,597.05	\$14,279.63	\$5,259.06	\$19,538.69	11.00%
21 - Florence	\$333,295.37	\$39,881.55	\$373,176.92	\$20,863.89	\$1,381.55	\$22,245.44	5.96%
22 - Georgetown	\$188,915.07	\$0.00	\$188,915.07	\$13,091.41	\$0.00	\$13,091.41	6.93%
23 - Greenville	\$954,992.49	\$106,923.00	\$1,061,915.49	\$100,076.50	\$0.00	\$100,076.50	9.42%
24 - Greenwood	\$186,160.43	\$1,130.58	\$187,291.01	\$11,658.11	\$457.58	\$12,115.69	6.47%
25 - Hampton	\$171,538.42	\$19,766.62	\$191,305.04	\$17,156.82	\$1,032.18	\$18,189.00	9.51%
26 - Horry	\$535,209.91	\$82,921.52	\$618,131.43	\$48,521.80	\$0.00	\$48,521.80	7.85%
27 - Jasper	\$137,499.96	\$26,111.00	\$163,610.96	\$12,449.39	\$2,209.00	\$14,658.39	8.96%
28 - Kershaw	\$188,382.60	\$18,104.14	\$206,486.74	\$18,325.21	\$0.00	\$18,325.21	8.87%
29 - Lancaster	\$206,564.55	\$9,122.00	\$215,686.55	\$16,427.60	\$1,067.00	\$17,494.60	8.11%
30 - Laurens	\$190,542.77	\$22,698.00	\$213,240.77	\$8,051.38	\$0.00	\$8,051.38	3.78%
31 - Lee	\$170,017.13	\$25,211.96	\$195,229.09	\$7,924.62	\$2,980.45	\$10,905.07	5.59%
32 - Lexington	\$553,787.36	\$42,380.00	\$596,167.36	\$36,298.10	\$5,376.00	\$41,674.10	6.99%
33 - Marion	\$149,652.50	\$71,330.78	\$220,983.28	\$6,410.84	\$0.00	\$6,410.84	2.90%
34 - Marlboro	\$177,142.38	\$5,917.92	\$183,060.30	\$6,326.00	\$70.85	\$6,396.85	3.49%
35 - McCormick	\$176,440.80	\$15,948.00	\$192,388.80	\$9,814.33	\$2,311.00	\$12,125.33	6.30%
36 - Newberry	\$174,114.55	\$27,781.00	\$201,895.55	\$18,134.10	\$762.00	\$18,896.10	9.36%
37 - Oconee	\$159,841.77	\$28,037.00	\$187,878.77	\$11,626.88	\$9,772.00	\$21,398.88	11.39%
38 - Orangeburg	\$249,491.72	\$14,180.00	\$263,671.72	\$29,044.75	\$2,986.00	\$32,030.75	12.15%
39 - Pickens	\$179,642.29	\$26,661.00	\$206,303.29	\$18,555.75	\$1,814.00	\$20,369.75	9.87%
40 - Richland	\$749,847.83	\$128,639.20	\$878,487.03	\$50,219.39	\$59,195.91	\$109,415.30	12.46%
41 - Saluda	\$179,939.32	\$22,688.00	\$202,627.32	\$17,515.49	\$0.00	\$17,515.49	8.64%
42 - Spartanburg	\$639,151.92	\$51,475.69	\$690,627.61	\$69,088.81	\$0.00	\$69,088.81	10.00%
43 - Sumter	\$296,480.98	\$41,847.00	\$338,327.98	\$14,227.51	\$796.00	\$15,023.51	4.44%
44 - Union	\$157,113.81	\$34,787.62	\$191,901.43	\$15,494.14	\$0.00	\$15,494.14	8.07%
45 - Williamsburg	\$195,691.19	\$11,849.00	\$207,540.19	\$13,509.04	\$3,989.00	\$17,498.04	8.43%
46 - York	\$439,625.08	\$17,279.00	\$456,904.08	\$29,008.96	\$1,215.00	\$30,223.96	6.61%
Grand Total	\$12,412,572.89	\$1,476,066.07	\$13,888,638.96	\$1,035,268.85	\$148,036.77	\$1,183,305.62	8.52%

**SC First Steps to School Readiness
15 % Match FY-21**



	Allocation Expenditure:	Match	Match %
01 - Abbeville	\$172,190.81	\$30,129.90	17.50%
02 - Aiken	\$351,961.10	\$110,380.19	31.36%
03 - Allendale	\$158,690.65	\$65,244.87	41.11%
04 - Anderson	\$440,534.43	\$107,423.49	24.38%
05 - Bamberg	\$186,760.36	\$231,089.79	123.74%
06 - Barnwell	\$225,100.13	\$230,134.78	102.24%
07 - Beaufort	\$361,742.71	\$109,049.20	30.15%
08 - Berkeley	\$451,657.21	\$204,531.57	45.28%
09 - Calhoun	\$200,476.78	\$45,056.62	22.47%
10 - Charleston	\$667,636.10	\$1,788,950.54	267.95%
11 - Cherokee	\$196,365.32	\$333,597.18	169.89%
12 - Chester	\$175,745.91	\$39,681.07	22.58%
13 - Chesterfield	\$190,987.48	\$115,914.55	60.69%
14 - Clarendon	\$174,686.88	\$88,233.27	50.51%
15 - Colleton	\$186,273.35	\$49,934.65	26.81%
16 - Darlington	\$212,142.66	\$137,324.93	64.73%
17 - Dillon	\$194,458.07	\$71,660.99	36.85%
18 - Dorchester	\$313,225.43	\$62,045.04	19.81%
19 - Edgefield	\$216,652.75	\$154,954.61	71.52%
20 - Fairfield	\$177,597.05	\$53,042.11	29.87%
21 - Florence	\$373,176.92	\$127,740.32	34.23%
22 - Georgetown	\$188,915.07	\$89,668.04	47.46%
23 - Greenville	\$1,061,915.49	\$1,225,631.54	115.42%
24 - Greenwood	\$187,291.01	\$65,788.45	35.13%
25 - Hampton	\$191,305.04	\$29,840.97	15.60%
26 - Horry	\$618,131.43	\$98,932.31	16.01%
27 - Jasper	\$163,610.96	\$107,760.29	65.86%
28 - Kershaw	\$206,486.74	\$38,235.36	18.52%
29 - Lancaster	\$215,686.55	\$1,954,411.52	906.14%
30 - Laurens	\$213,240.77	\$39,649.36	18.59%
31 - Lee	\$195,229.09	\$3,016,763.81	1,545.24%
32 - Lexington	\$596,167.36	\$486,281.30	81.57%
33 - Marion	\$220,983.28	\$112,556.93	50.93%
34 - Marlboro	\$183,060.30	\$34,298.96	18.74%
35 - McCormick	\$192,388.80	\$91,209.83	47.41%
36 - Newberry	\$201,895.55	\$112,040.28	55.49%
37 - Oconee	\$187,878.77	\$391,029.43	208.13%
38 - Orangeburg	\$263,671.72	\$185,646.40	70.41%
39 - Pickens	\$206,303.29	\$122,597.35	59.43%
40 - Richland	\$878,487.03	\$1,970,394.15	224.29%
41 - Saluda	\$202,627.32	\$46,734.07	23.06%
42 - Spartanburg	\$690,627.61	\$3,692,106.35	534.60%
43 - Sumter	\$338,327.98	\$62,685.97	18.53%
44 - Union	\$191,901.43	\$80,342.72	41.87%
45 - Williamsburg	\$207,540.19	\$79,069.71	38.10%
46 - York	\$456,904.08	\$515,136.40	112.75%
Grand Total	\$13,888,638.96	\$18,804,931.17	135.40%



To: SC First Steps Board of Trustees

From: Senator Gerald Malloy

Date: April 21, 2022

RE: Legislative Committee Report

FY 2022-23 Budget – Updates

On April 13, 2022, the full Senate Finance Committee approved \$3 million in recurring, general funds for the local partnerships. It is intended for these funds to be distributed through competitive and targeted grants to the local partnerships.

- Status: The budget will now be scheduled for debate on the Senate floor.

The following three provisos related to First Steps were also approved by the full Senate Finance Committee.

Every Child READY:

This proviso defines the process by which competitive and targeted grants will be awarded by the First Steps Board of Trustees to local partnerships. Additionally, it provides guidance for the \$3 million, stating that no more than 10% may be awarded to any one county and no more than 3% may be retained for administration and monitoring.

Full-Day 4K:

The existing proviso on full day 4K was amended to direct that providers be funded at a *minimum* rate of \$4,800 per enrolled student. Additionally, it was amended to provide that the transportation reimbursement be at a *minimum* rate of \$587 per child. These changes would allow First Steps and the Dept. of Education to provide an equitable distribution above the minimum to providers. It also authorizes the use of carry forward funds and federal funds as a supplement for classroom materials and equipment.

Transfer Plan:

This proviso directs First Steps, in collaboration with the Dept. of Administration and the Budget Office, to create a plan to operate independently from the Department of Education. If feasible, it would create a new, separate budget line specifically for First Steps in the future. This would not change the status of First Steps as a 501(c)(3), nor would it in any way affect the local partnerships or First Steps 4K.



Legislative Session – Updates

H. 3211 – Joint Citizens and Legislative Committee on Children

- This Act eliminates the sunset provision for JCLCC and adds 4 new ex-officio members to the Committee, one of which is SC First Steps.
- ✓ Signed by Governor with effective date March 14, 2022

S. 11 – Paid Family Leave for State Employees

- This bill would provide 6 weeks of paid leave for eligible employees who give birth. Other eligible state employees who do not give birth (including foster parents) are entitled to receive 2 weeks of paid leave.
- After the initial legal placement of a child by adoption, eligible state employees who are primarily responsible for the care of the child are entitled to 6 weeks of paid leave. Eligible employees who are not primarily responsible for the care of the child are entitled to 2 weeks of paid leave after the initial placement of a child by adoption.
- Status: Passed the Senate on April 1, 2022 and sent to the House of Representatives

S. 1115 and H. 5186 – First steps; designate it as an agency instead of initiative

- These bills would designate South Carolina First Steps as a state agency, to be headed by a director who is appointed by the Governor, would eliminate the local partnerships as they currently exist and eliminate all provisions related to funding for local partnerships, and would create 14 new, regional offices each with regional directors and staff.
- Status: In Senate Education Committee and House Education and Public Works Committee, respectively.

S. 1170 and H. 5111 – Local Partnership Board Governance

- These bills would create a set number of members for the Local Partnership Boards and would require more than half of the members be appointed by elected officials.
- Status: In Senate Education Committee and House Education and Public Works Committee, respectively.



To: SC First Steps Board of Trustees

From: Georgia Mjartan

Date: April 21, 2022

RE: **Executive Director's Report**

Reauthorization

South Carolina First Steps' current sunset is 2025, so the next two-year session (2023 / 2024) will be the appropriate time to pursue reauthorization. Between now and the beginning of the 2023 session, to develop a unified and cohesive vision for the future of First Steps, key stakeholders including the following, will be invited to participate in facilitated sessions to gather input on legislation / reauthorization:

- Board of Trustees
 - o Legislators
 - o Agency Directors
 - o Appointed Members
- Local Partnership Executive Director
- Local Partnership Board Members
- South Carolina First Steps Staff

Board-to-Board Meetings

A series of monthly, regional, virtual meetings between the First Steps Board of Trustees and local partnership board members will resume beginning in May. These 1 – 1.5 hour meetings will provide an opportunity for dialogue, Q&A, discussion about topics relevant to the local partnerships, and facilitated dialogue about the partnership boards' vision for a future, reauthorized First Steps. Please plan to attend if you are able. The schedule of meetings is attached.

Delegation Appointments to Local First Steps Boards

In January and February, legislators received packets including their local First Steps partnerships' annual report or reports (some legislators represent multiple counties) and a letter indicating if their local First Steps partnership(s) had vacancies that could be appointed by the legislative delegation. All delegations *may* appoint up to four members to the local boards (two from the House members and two from the Senate members) per current legislation. This outreach and an associated, concerted effort by the partnerships has resulted in a good deal of recent interaction between the partnerships and their delegation members. This contact has included: appointments to the local boards, partnerships presenting to their local delegations and one-on-one meetings.

Connected Families

A press event celebrating the launch of Connected Families took place on April 6, 2022 at the South Carolina First Steps building at 636 Rosewood Drive. The first-of-its-kind state initiative works across public, nonprofit, and philanthropic sectors to build a continuum of community-based services and supports, keeping young children safely with their families and promoting the conditions that help



them thrive. See the attached one-pager that was distributed at the event, which was well-covered by media, and attended by state and county partners.

Funding Opportunity: Countdown to Kindergarten Community Partners

SC First Steps will soon award up to \$100,000 in Preschool Development Grant funding to qualified community organizations to offer school transition events for rising kindergarteners (5K and/or 4K) and their families between June 1 and August 15, 2022. Funded events will have as their primary goal the promotion of kindergarten readiness and must be offered at no cost to families.

In early March, SC First Steps published a request for proposals from community-based organizations across the state that regularly offer programming for families and young children, including but not limited to museums, libraries, nonprofit organizations (including local First Steps partnerships), community centers, and schools. A total of 25 applications were received by the April 1 deadline and are currently under review by a 5-person staff team representing the CTK program, local partnerships, and communications. Funding decisions will be made by April 15 and are expected to range from \$5,000 to \$9,999.

This funding opportunity is part of SC First Steps' multi-tiered approach to school transition programming, with the intent of increasing support for successful transition into school for more children and families in SC.

First Steps 4K Statewide Expansion

See attached one-pager with details on expansion.

A Night to Celebrate Community

- South Carolina First Steps' inaugural, state-wide fundraising event
- April 28, 2022, 6 – 10 pm
- Live music, dancing, food and libations, outdoor fun
- \$70,000 raised to date
- Tickets on sale now: \$100 / ticket
- Proceeds will be distributed to the First Steps Local Partnerships

HR & Operations

- Your Voice Matters: 2022 All Team Survey (see attached summary of results)
- SC First Steps have the following new staff members:
 - o Laquita Mitchell, Grants Accountant
 - o Beth Kienzlen, Database Administrator
 - o Heather Short, Administrative Intern
- Currently, the organization has the following vacancies:
 - o 4K Coach Horry County



Regional Board to Board 2022 Meeting Schedule

MAY 2, 2022	Board to Board - Catawba Region
JUNE 6, 2022	Board to Board - Piedmont Region
JULY 11, 2022	Board to Board - Midlands Region
AUGUST 1, 2022	Board to Board - Pee Dee Region
SEPTEMBER 12, 2022	Board to Board - Low Country Region
OCTOBER 10, 2022	Board to Board - Coastal Region
NOVEMBER 7, 2022	Board to Board - Upstate Region

Board to Board Meetings are meetings for Partnerships, Partnership Board members and State Board members to address any concerns or issues that may arise with in a Partnership.

Connected Families



Parents as Teachers



Attachment &
Biobehavioral
Catch-up

Because families are stronger together.

Connected Families prevents the unnecessary removal of young children from their homes by providing parents and caregivers with voluntary, coordinated services at levels that meet the family's needs.

This first-of-its-kind state initiative works across public, nonprofit, and philanthropic sectors to build a continuum of community-based services and supports, keeping young children safely with their families and promoting the conditions that help them thrive.



Connected Families is made possible through the generous support of our funders:

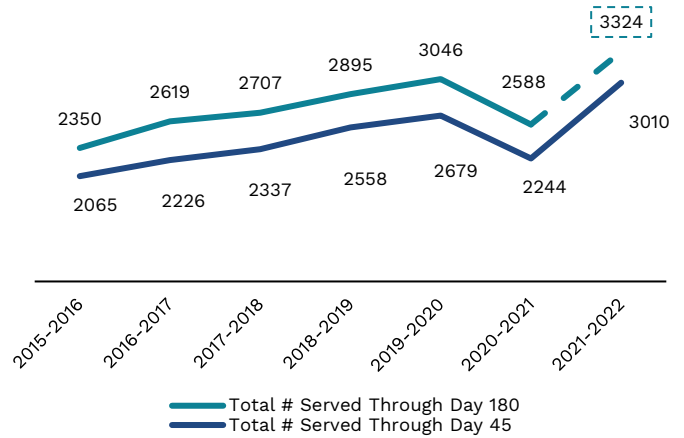


First Steps 4K is Successfully Expanding Statewide

As of March 24th, 2022,
First Steps 4K has served **3,324** students for at least one day

+28.4%

increase to date over last year's total served for at least one day through day 180 (n=2,588)

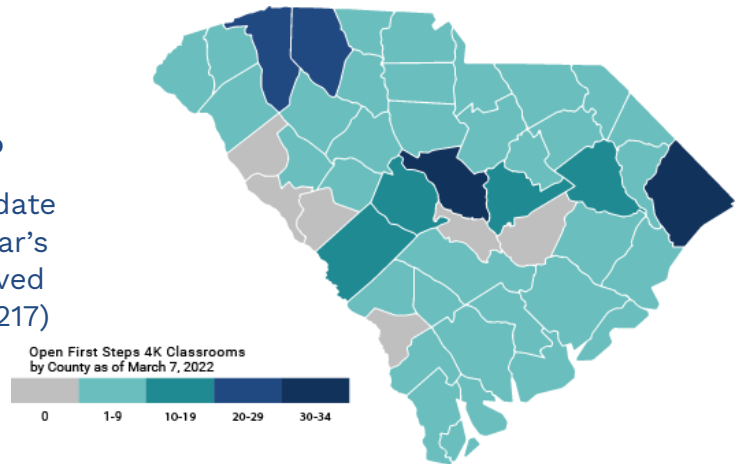


First Steps 4K is Adding Centers

As of March 7th, 2022,
First Steps 4K has **240 centers open** out of the 265 approved centers

+22.1%

increase to date over last year's total approved centers (n=217)

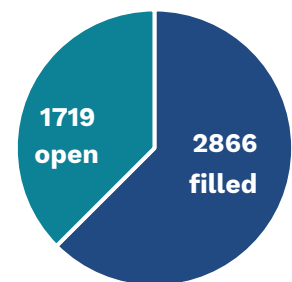


First Steps 4K is Increasing Capacity

As of March 7th, 2022
First Steps 4K has **4,585** total slots available in open centers

+14.7%

increase to date over last year's day 45 total available slots in open centers (n=3,999)



+37.5%

remaining capacity in open centers

Team Survey Findings

The survey was administered from January 11 - 26, 2022.
We invited 69 people to take the survey, and 56 responded.

84.1% of respondents identified as **female** and 56.6% of respondents identified as **white**.



There was a **↑ 9%** increase of respondents who would highly recommend SC First Steps as a place to work to friends or family

44% → **53%**
Dec. 2020 Jan. 2022

Over 90% of respondents agree that SC First Steps is:

Family-Friendly



A Positive Influence on Professional Growth



Encouraging the Voices of Families



Providing Adequate Feedback to Employees



Providing Fair and Equitable Compensation



~50% of respondents agree that SC First Steps:

Keeps them informed about important news and activities & Affirms DEI

Team members want **TRANSPARENCY** in next steps.



Areas for Improvement:

- Promote consensus and resolutions
- Enhance collaboration and listening
- Improve internal communication
- Support projects and partners