



## Meeting of the Board of Trustees

October 10, 2022, 2:00PM

SC First Steps Office

636 Rosewood Drive Columbia, SC 29201

<https://us06web.zoom.us/j/83722694987?pwd=dDhVLzIMYkRPMHIPYktkb0NwbFgzUT09>

### **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** (Jennifer McConnell)

**Motion:** To adopt the agenda as submitted  
**Motion:** To adopt the August 18, 2022 minutes as submitted  
**Attachments:** SC First Steps Board of Trustees August 18, 2022 Minutes
- IV. **Consent Agenda:** Motions Recommended by Committees (Jennifer McConnell)
  - a. Whereas disability, foster care, and living in poverty or a low-income household are risk factors for early school failure already adopted by the Board.

Whereas disability, foster care, and living in poverty or a low-income household are eligibility criteria for South Carolina Medicaid's Partners for Healthy Children coverage.

Whereas the poverty threshold for Medicaid eligibility for children includes the poverty threshold for other public benefit programs, like the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC);

Whereas Medicaid eligibility is an eligibility criterion for First Steps 4K and First Steps 4K students are sometimes a target population of local partnership programs, like for Home Instruction for Parents of Preschool Youngsters (HIPPY);

Whereas identifying those eligible, but not enrolled and assisting them in the enrollment process can lead to improved health and health care access.

**Motion:** That Medicaid eligibility for children birth through age five is added to the list of First Steps approved risk factors. (Program and Grants Committee recommends)
  - b. Whereas exposure to caregiver/parent mental health and substance use issues and living in poverty or a low-income household are risk factors for early school failure already adopted by the Board;

Whereas Medicaid coverage can lead to improved maternal health at birth and for one year postpartum and healthy moms have an increased likelihood of healthy babies.



Whereas identifying those eligible, but not enrolled and assisting them in the enrollment process can lead to improved health and health care access.

Whereas the poverty threshold for Medicaid eligibility and qualifying event of pregnancy and birth includes the eligibility criteria of other public benefit programs, like the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC).

**Motion:** That Medicaid eligibility for pregnant and postpartum individuals is added to the list of First Steps approved risk factors. (Program and Grants Committee recommends)

- c. **Motion:** To authorize staff to reword, refine, and categorize the list of risk factors to be more family centered. (Program and Grants Committee recommends)
  - d. **Motion:** To approve the corrective action determination as presented for the 3 local partnerships identified: Georgetown County, Horry County, and Sumter County. As a result of corrective action, the local partnerships effected are not eligible to apply for competitive or targeted grants until they have satisfactorily resolved the discrepancies noted on their corrective action plans as determined by SC First Steps. (Program and Grants Committee recommends)
  - e. **Motion:** To approve the award of Resources for Early Acceleration and Development in Youth (READY) Infrastructure and Capacity Building round 1 grants to the following twenty (20) Local Partnerships as recommended by the SC First Steps staff review committee: Cherokee, Chesterfield, Colleton, Edgefield, Jasper, Kershaw, Pickens, Saluda, Sumter, York, Beaufort, Darlington, Dillon, Dorchester, Hampton, Laurens, McCormick, Newberry, Orangeburg, and Williamsburg Local Partnerships to not exceed \$485,750 in total funding per year for three years. Before grant funding is awarded, for the following ten (10) local partnerships (Beaufort, Darlington, Dillon, Dorchester, Hampton, Laurens, McCormick, Newberry, Orangeburg, and Williamsburg), SC First Steps staff are authorized to enter into activity and budget revisions as identified through the grant review process. All funded local partnerships must remain in good standing and free from corrective action through the final approval of the State Board of Trustees at their October 2022 meeting. (Program and Grants Committee recommends)
  - f. **Motion:** To receive the 2021-22 Fiscal Year Financial Audit. (Finance and Administration Committee recommends)
- V. **First Steps Is Here: Early Identification and Referral Program** (Dr. Kerry Cordan, Program Officer) **Natoria Johnson**, Parent Participant in Allendale County First Steps' Early Identification and Referral Program
- VI. **Strategic Planning and Evaluation Committee** (Dr. Amy Williams)  
**Attachments:** Strategic Planning and Evaluation Committee Report, Strategic Planning and Evaluation Committee Meeting Minutes
- VII. **Local Partnership Program and Grants Committee** (Jennifer McConnell)



**Attachments:** Local Partnership Program and Grants Committee Report, Local Partnership Program and Grants Committee Meeting Minutes, STEB Strategy, Weekend Backpacks Nutrition Programs, READY Infrastructure and Capacity Grants FY23

VIII. **Finance and Administration Committee** (Tim Holt)

**Attachments:** Finance and Administration Committee Report, Finance and Administration Committee Meeting Minutes, FY 2023 Financial Status Report as September 30, 2022, FY 2023 Donations Report as of September 30, 2022, FY22 Financial Audit Presentation

IX. **Legislative Committee** (Sen. Gerald Malloy)

X. **Executive Director's Report** (Georgia Mjartan)

**Attachments:** Executive Director's Report, READY FY23 Schedule

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



**Board of Trustees Meeting**

August 18, 2022 2:00PM

SC First Steps

Zoom

Minutes

**Members Present (17):**

Dave Morley, Chair  
Dr. Shelley Canright, Vice Chair  
Rep. Paula Calhoon  
Jacque Curtin  
Mary Lynne Diggs  
Sen. Greg Hembree  
Tim Holt  
Robert Kerr  
Michael Leach

Jesica Mackey  
Dr. David Mathis  
Jennifer McConnell  
Alexia Newman  
Roger Pryor  
Dr. Edward Simmer  
Sue Williams  
Dr. Amy Williams

**Members Absent (6):**

Dr. Michelle Fry  
Rep. Jerry Govan  
John Hayes  
Sen. Gerald Malloy  
Janie Neeley  
Nicole Wynkoop

**Attendees (85)**

Georgia Mjartan	Danni Bloom	Lexi Jones	Valencia Johnson
Avian Jones	Dedra Butler	Lis Guimaraes	Cheri Shapiro
Laura Baker	Denise Savidge	Marcia Bacon	
Beth Moore	Derek Cromwell	Maria James	
Alexis Pipkins	Derek Lewis	Mark Barnes	
Alfreda Funnye	Dorian Young	Martha Strickland	
Alison Gee	Duchette Hylton	Maryah Fram	
Amanda Bailey	Edith Robinson	Mary Dozier	
Amanda Mitchell	Felicia Battle	Morgan Maxwell	
Amy Breault	Jamal Middleton	Olandor Lewis	
Amy Engle	Jennifer Williams	Pauletta Plowden	
Anastasia Spann	Jenny May	Rachal Hatton-Moore	
Anitra Hammett	Janice Kilburn	Robin Jackson	
Arthur Brewton	Jon Artz	Rogers Pender	
Ashlea Hatcher	Joy Mazur	Sally Cauthen	
Betty Washington	Justina Siuba	Samantha Ingram	
Bettye Bostick	Kaitlyn Richards	Santasha Highley	
Beverly Booker	Karen Oliver	Sharon Bruton	
Bill Simpson	Kate Roach	Shealy Riebold	
Bryan Burroughs	Kathy Fitzgerald	Shelia Cornwell	
Carletta Isreal	Kenna Hoover	SheKiah Reese	
Chastine Dickey-Jackson	Kerri Schnake	Spencer Scott	
Chelsea Richard	Kerry Cordan	Stacy Greenwalt	
Cheryl Scales	Kim Trudell	Syntrell Thompson	
Cindy Galloway	Kristen Martocchio	Tiffany Outlaw	
Cindy Riley	Kristine Jenkins	Travis Wharton	
Crystal Campbell	LaMyra Sanders	Tricia Gordon	
Crystal Hill-Chapman	Lana Hopkins	Ulysses Sullivan	



Ms. Jones conducted a roll call.

Ms. Campbell Dorchester County First Steps Executive Director spoke during public comments.

Mr. Morley called the meeting to order at 2:05 p.m. Mr. Morley requested a motion to adopt the agenda. Dr. Mathis provided the motion. Sen. Hembree provided a second and the motion was unanimously approved.

Mr. Morley asked for a motion to approve the June 16, 2022 minutes. Ms. McConnell provided the motion. Ms. Mackey provided a second and the motion was unanimously approved.

Mr. Morley provided a report on the Executive Committee. He provided an update on the Pay for Success Project.

Mr. Morley asked for a motion to approve the following consent agenda. Dr. Williams provided the motion. Mr. Holt provided a second and the motion was unanimously approved.

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

- a. Whereas South Carolina First Steps is committed to sustaining and scaling evidence-based parenting programs in the counties across the state;

Whereas South Carolina First Steps has been successfully increasing the reach of evidence-based parenting programs by securing and deploying competitive federal and philanthropic grants to local partnerships;

Whereas the grant funds used to expand local partnerships' evidence-based parenting programs are time-limited, creating a funding cliff in the coming one to three years;

Whereas a pay-for-success financing mechanism, as authorized under South Carolina Title 11 Chapter 60 enables First Steps to work collaboratively with an impact investor and a philanthropic grantor to sustain and scale evidence-based parenting programs with additional accountability and outcomes focus;

**Motion:** To authorize South Carolina First Steps to develop a Pay for Success Project compliant with South Carolina Title 11 Chapter 60 and to submit a request to SFAA for approval for South Carolina First Steps to fund a Pay for Success outcomes-based financing project up to \$4.015 million over 3 years with an interest rate not to exceed 8% for the purpose of sustaining and scaling evidence-based parenting programs delivered by First Steps Local Partnerships. (Executive Committee recommends)

- b. **Motion:** To approve the evidenced based Nurse Family Partnership (NFP) updated program guidelines for the FY23 grant year. (Program and Grants Committee recommends)
- c. **Motion:** To approve the updates to the Program and Operational Guidelines for the FY23 grant year. (Program and Grants Committee recommends)



Ms. Roach shared information on First Steps is Here: Child Care Quality Enhancement and its shared partnerships. Lana Hopkins, Technical Assistance provider with Florence County First Steps shared her experience with working with a child care provider and how the Quality Enhancement program has assisted the provider.

Dr. Cheri Shapiro and Dr. Maryah Fram from the Institute of Families and Society at the University of South Carolina provided information on the preliminary findings of external evaluation of SCFS child care technical assistance programs for FY19-FY21.

Dr. Richard reported on the Strategic Planning and Evaluation Committee and the potential outcomes and vetting process for the Pay for Success project.

Mr. Cromwell reported on the Local Partnerships Programs and Grants Committee. He shared the committee's approval of updates to the operational guidelines and an update to the program guideline to Nurse Family Partnership. He discussed the list of counties that are recommended to be on corrective action.

Mr. Morley requested a motion to approve the corrective action determinations for the following local partnerships: Abbeville, Aiken, Calhoun, Clarendon, Greenwood, Lancaster, Lexington, Richland, and York. Furthermore, these partnerships will not be eligible for targeted or competitive grants until all identified deficiencies have been resolved, and the local partnership has been removed from corrective action status as determined by SC First Steps staff. Dr. Mathis provided the motion, Mr. Pryor seconded, and the motion was unanimously approved after some discussion.

Mr. Holt reported on the Finance and Administration Committee. He provided an update on the financial condition of the agency and the plan for a task force to address the allocation model. He also shared that Greenwood and Abbeville Counties were making good progress on their corrective action plans. Mr. Morley shared that Abbeville County First Steps' budget has been reinstated back to the partnership.

Sen. Hembree provided a legislative update.

Ms. Mjartan provided the Executive Director's report where she shared information on South Carolina's plan to sustain and scale evidence-based parent programs and the funding cliff analysis for SC First Steps and the Early Childhood Advisory Council. She went over the plan for the Resources for Early Acceleration and Development Youth (READY) grant initiatives and the grantmaking process that would be associated with it. Ms. Mjartan shared information on the success of the First Steps 4K Academy, current First steps 4K data, and an update on grants that were awarded to the agency and are presently in development.

Mr. Morley asked for a motion to adjourn the meeting. Mr. Holt provided the motion. Sen. Hembree seconded, and the motion was unanimously approved.

The meeting was adjourned at 3:29 pm by Mr. Morley.



## **Strategic Planning and Evaluation Committee**

**Chairwoman: Dr. Amy Williams**

### **REPORT**

The committee met on September 26, 2022, via Zoom. All committee members were present. The meeting opened with an acknowledgement of the ongoing work through the Early Childhood Advisory Council regarding the Birth through Five plan and the Early Childhood Integrated Data System.

The bulk of the committee's meeting was spent discussing potential revisions to First Steps' Overarching Measures of Success to align with the Birth through Five Plan's Key Measures of Progress regarding kindergarten readiness disaggregated by race and ethnicity. The remainder of the meeting was spent discussing the upcoming prevalent program and agency-wide evaluations. This committee will continue to be involved in the development and, like the full Board, to be briefed on the results of all evaluations.



## **Strategic Planning and Evaluation Committee** **Monday, September 26, 2022, 3-4PM via Zoom**

Committee Members Present: Dr. Amy Williams; Alexia Newman; Janie Neeley; Dave Morley  
First Steps Staff Present: Dr. Chelsea Richard

### **MEETING MINUTES**

The meeting was called to order at 3:09PM. The meeting opened with an acknowledgement of the ongoing work through the Early Childhood Advisory Council (ECAC) and the Interagency Collaboration Committee regarding the Birth through Five plan's four goal areas. One initiative of goal four that has had continued momentum is the Early Childhood Integrated Data System (ECIDS). At an upcoming ECAC meeting, an ECIDS communications tool kit will be presented.

First Steps' new data system development is ongoing and has finished the requirements gathering phase. User acceptance testing with a small group of state office staff has begun. The bulk of the committee's meeting was spent discussing potential revisions to First Steps' Overarching Measures of Success to align with the Birth through Five Plan's Key Measures of Progress regarding kindergarten readiness disaggregated by race and ethnicity. The committee discussed the Kindergarten Readiness Assessment and its administration regarding assessing various subsets of children. The committee's discussion necessitates staff follow up with the Department of Education and the Education Oversight Committee.

The remainder of the meeting was spent discussing the ongoing prevalent program evaluation for child care technical assistance and training (due to the General Assembly on November 1, 2022) and the upcoming one for child care scholarships (due to the General Assembly on November 1, 2023). The external evaluators from the University of South Carolina's Institute for Families in Society will hold a debrief with staff and Board members in mid-October regarding the results of the child care technical assistance and training evaluation. The Board will receive the full report and executive summary as information at the December board meeting.

Soon, planning for the five-year agency-wide evaluation (due to the General Assembly on November 1, 2024) will begin. This committee will be involved in the planning of that evaluation. The committee's meeting adjourned at 3:58PM.





To: SC First Steps Board of Trustees  
From: Jennifer McConnell  
Date: September 15<sup>th</sup>, 2022 & October 12<sup>th</sup>, 2022  
**RE: Local Partnerships Program and Grants Committee**

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The Local Partnerships Program and Grants Committee met on September 15<sup>th</sup>, 2022 and on October 12<sup>th</sup>, 2022; Minutes of the meetings are attached. The following motions were approved unanimously.

**A. Program Guidelines Updates**

**a. Update to Program Guidelines- Weekend Backpack and Supplemental to Evidenced Based Strategies.**

Motion: The Local Partnership Program and Grants Committee approves the update to the Evidenced-Based Home Visiting Parenting Program guidelines listed above the FY23 grant year. (9/15/2022)

**\*Motion was made by Roger Pryor, seconded by John Hayes. Passed unanimously.**

**b. Update to Program Guidelines- Minor wording changes**

Motion: The Local Partnership Program and Grants Committee approves the updates to the Program and Operational guidelines for the FY23 grant year. (9/15/2022)

**\*Motion was made by Roger Pryor, seconded by Shelley Canright. Passed unanimously.**

**c. Update to Program Guidelines- Health Families Parenting Inventory**

Motion: The Local Partnership Program and Grants Committee approves the update to the Evidenced-Based Home Visiting Parenting Program guidelines listed above the FY23 grant year. (9/15/2022)

**\*Motion was made by Roger Pryor, seconded by Shelley Canright. Passed unanimously.**

**B. SC First Steps Risk Factors**

**a. SC First Steps State Office requested approval to update the way risk factors are defined.**

**Motion #1:** Whereas disability, foster care, and living in poverty or a low-income household are risk factors for early school failure already adopted by the Board.



Whereas disability, foster care, and living in poverty or a low-income household are eligibility criteria for South Carolina Medicaid's Partners for Healthy Children coverage.

Whereas the poverty threshold for Medicaid eligibility for children includes the poverty threshold for other public benefit programs, like the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC);

Whereas Medicaid eligibility is an eligibility criterion for First Steps 4K and First Steps 4K students are sometimes a target population of local partnership programs, like for Home Instruction for Parents of Preschool Youngsters (HIPPPY);

Whereas identifying those eligible, but not enrolled and assisting them in the enrollment process can lead to improved health and health care access.

Medicaid eligibility for children birth through age five is added to the list of First Steps approved risk factors. (10/12/2022)

**Motion was made by Shelley Canright, Seconded by Roger Pryor. Passed Unanimously.**

**Motion #2:** Whereas exposure to caregiver/parent mental health and substance use issues and living in poverty or a low-income household are risk factors for early school failure already adopted by the Board;

Whereas Medicaid coverage can lead to improved maternal health at birth and for one year postpartum and healthy moms have an increased likelihood of healthy babies.

Whereas identifying those eligible, but not enrolled and assisting them in the enrollment process can lead to improved health and health care access.

Whereas the poverty threshold for Medicaid eligibility and qualifying event of pregnancy and birth includes the eligibility criteria of other public benefit programs, like the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC).

Medicaid eligibility for pregnant and postpartum individuals is added to the list of First Steps approved risk factors. (10/12/2022)

**Motion was made by Shelley, seconded by John Hayes. Passed Unanimously.**

**Motion #3:** The Local Partnership Program and Grants Committee authorizes staff to reword, refine, and categorize the list of risk factors to be more family centered. (10/12/2022)

**Motion was made by Shelley Canright, seconded by Roger Pryor. Passed Unanimously.**

### **C. Corrective Action**

#### **a. Financial Corrective Action**

##### **i. Minimum Match Requirement**



Motion: The Local Partnership Program and Grants Committee approves the financial corrective action determination as presented for the two local partnerships identified; Aiken County, and Greenwood County. As a result of corrective action, the local partnerships effected are not eligible to apply for competitive or targeted grants until they have satisfactorily resolved the discrepancies noted on their corrective action plans as determined by SC First Steps. (9/15/2022)

**\*Motion was made by Roger Pryor, seconded by Shelley Canright. Passed unanimously.**

**b. Governance-**  
**i. Board Membership**

Motion: The Local Partnership Program and Grants Committee approves the corrective action determination as presented for the 3 local partnerships identified: Georgetown County, Horry County, and Sumter County . As a result of corrective action, the local partnerships effected are not eligible to apply for competitive or targeted grants until they have satisfactorily resolved the discrepancies noted on their corrective action plans as determined by SC First Steps. (10/12/2022)

**\*Motion was made by Roger Pryor, seconded by John Hayes. Passed unanimously.**

**D. Resources for Early Acceleration and Development in Youth (READY) Infrastructure and Capacity Building grants.**

**a. Approval for Targeted READY Grants for FY23.**

**Motion:** The Local Partnerships Program and Grants Committee approves the award of Resources for Early Acceleration and Development in Youth (READY) Infrastructure and Capacity Building round 1 grants to the following twenty (20) Local Partnerships as recommended by the SC First Steps staff review committee: Cherokee, Chesterfield, Colleton, Edgefield, Jasper, Kershaw, Pickens, Saluda, Sumter, York, Beaufort, Darlington, Dillon, Dorchester, Hampton, Laurens, McCormick, Newberry, Orangeburg, and Williamsburg Local Partnerships to not exceed \$485,750 in total funding per year for three years. Before grant funding is awarded, for the following ten (10) local partnerships (Beaufort, Darlington, Dillon, Dorchester, Hampton, Laurens, McCormick, Newberry, Orangeburg, and Williamsburg), SC First Steps staff are authorized to enter into activity and budget revisions as identified through the grant review process. All funded local partnerships must remain in good standing and free from corrective action through the final approval of the State Board of Trustees at their October 2022 meeting. (10/12/2022)

**Motion made by Shelley Canright, seconded by John Hayes. Passed unanimously.**

**E. Chief Partnership Officer Update (9/15/2022)**



- a. Gave update on corrective action: York and Clarendon have come into compliance and are no longer on Corrective Action.
  - b. READY Grants update on process.
- F. Adjourned- Special Called meeting October 12<sup>th</sup>, 2022



## Local Partnership Program and Grants Committee Meeting

October 12, 2022  
In Person & Virtual  
11:30pm- 1:00pm

### Minutes

#### Attendance:

Board Presence: In Person: Chair Jennifer McConnell, Shelley Canright, Virtual: John Hayes, Roger Pryor

State Staff Presence: In Person: Derek Cromwell, , Kerry Cordan, Jon Artz, LaMyra Sanders, Lis Guimaraes, Kate Roach, Chelsea Richard, Kathy Fitzgerald. Virtual: Carletta Isreal, Janice Kilburn, Betty Gardiner.

Meeting was Called to order at 11:38 by Jennifer McConnell and turned over to Derek Cromwell who gave the welcome and introductions of the First Steps staff and then a brief overview as to why we called this special Program and Grants Committee meeting. The floor was then turned over to Chelsea Richards who spoke on risk factors and presented the first action item.

#### **Risk Factors- Chelsea Richard**

##### **A. State office is requesting permission to update the way risk factors are defined.**

##### **Motion #1:**

Whereas disability, foster care, and living in poverty or a low-income household are risk factors for early school failure already adopted by the Board.

Whereas disability, foster care, and living in poverty or a low-income household are eligibility criteria for South Carolina Medicaid's Partners for Healthy Children coverage.

Whereas the poverty threshold for Medicaid eligibility for children includes the poverty threshold for other public benefit programs, like the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC);

Whereas Medicaid eligibility is an eligibility criterion for First Steps 4K and First Steps 4K students are sometimes a target population of local partnership programs, like for Home Instruction for Parents of Preschool Youngsters (HIPPY);

Whereas identifying those eligible, but not enrolled and assisting them in the enrollment process can lead to improved health and health care access.

Medicaid eligibility for children birth through age five is added to the list of First Steps approved risk factors.

Motion : Shelley Canright

Second: Roger Pryor

Vote: All said Yes



**Motion #2**

Whereas exposure to caregiver/parent mental health and substance use issues and living in poverty or a low-income household are risk factors for early school failure already adopted by the Board;

Whereas Medicaid coverage can lead to improved maternal health at birth and for one year postpartum and healthy moms have an increased likelihood of healthy babies.

Whereas identifying those eligible, but not enrolled and assisting them in the enrollment process can lead to improved health and health care access.

Whereas the poverty threshold for Medicaid eligibility and qualifying event of pregnancy and birth includes the eligibility criteria of other public benefit programs, like the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC).

Medicaid eligibility for pregnant and postpartum individuals is added to the list of First Steps approved risk factors.

Motion: Shelley Canright

Second: John Hayes

Vote: All said Yes

**Motion #3**

The Local Partnership Program and Grants Committee authorizes staff to reword, refine, and categorize the list of risk factors to be more family centered.

Motion: Shelley Canright

Second: Roger Pryor

Vote : All said Yes

**B. Corrective Action- Derek Cromwell  
The Appendix F- Board Membership**

- a. Horry County- Currently does not have minimum required (12) number of Board members. Currently have 8.
  - i. Had 4 recent resignations which left them below requirement. Having elections in November.
- b. Georgetown County- Currently does not have minimum required (12) number of Board members. Currently have 9.
  - ii. Had 3 Board members in expired terms. Having election October 25, 2022.
- c. Sumter County- Currently 1 appointed Board member in expired term.
  - iii. State Office has reached out to Legislative delegation to assist. Possibly corrected soon. If corrected prior to October Board meeting will be eligible to receive READY grant.

**Motion:**

The Local Partnership Program and Grants Committee approves the corrective action determination as presented for the 3 local partnerships identified: Georgetown County, Horry County, and Sumter



County . As a result of corrective action, the local partnerships effected are not eligible to apply for competitive or targeted grants until they have satisfactorily resolved the discrepancies noted on their corrective action plans as determined by SC First Steps.

Motion: Roger Pryor  
Second: John Hayes  
Vote: All said Yes

**C. READY Grant Award Approval- Derek Cromwell**

In FY2022-23, South Carolina First Steps intends to award up to \$725,000 in Resources for Early Acceleration and Development in Youth (READY) targeted grants to local First Steps partnerships, renewable for two additional years, to increase the local partnership’s capacity and infrastructure to serve more children and families in their community. Awards will be made in two rounds in FY2022-23.

Round 1 application are due September 27, 2022, by 5:00pm for funding consideration by the SC First Steps Board of Trustees at its October 2022 meeting. Up to two-thirds of funding reserved for infrastructure and capacity grants (\$485,750) may be awarded during Round 1, with the remainder reserved for Round 2 awards.

We originally had two motions for this action item, one motion for those application that were approved with no revisions needed and one motion for those applications that were approved once revisions recommended by SC First Stapes staff are made and submitted. It was discussed by the Program and Grants Committee and First Steps staff that we combine the two motions into one motion That motion is :

**Motion:**

The Local Partnerships Program and Grants Committee approves the award of Resources for Early Acceleration and Development in Youth (READY) Infrastructure and Capacity Building round 1 grants to the following twenty (20) Local Partnerships as recommended by the SC First Steps staff review committee: Cherokee, Chesterfield, Colleton, Edgefield, Jasper, Kershaw, Pickens, Saluda, Sumter, York, Beaufort, Darlington, Dillon, Dorchester, Hampton, Laurens, McCormick, Newberry, Orangeburg, and Williamsburg Local Partnerships to not exceed \$485,750 in total funding per year for three years. Before grant funding is awarded, for the following ten (10) local partnerships (Beaufort, Darlington, Dillon, Dorchester, Hampton, Laurens, McCormick, Newberry, Orangeburg, and Williamsburg), SC First Steps staff are authorized to enter into activity and budget revisions as identified through the grant review process. All funded local partnerships must remain in good standing and free from corrective action through the final approval of the State Board of Trustees at their October 2022 meeting.

Motion: Shelley Canright  
Second: John Hayes  
Vote: All said Yes

Meeting adjourned by Jennifer McConnell at 1:10 pm

Next Meeting is November 17, 2022 at 11:30 and will be both in person and virtual



## **Local Partnership Program and Grants Committee Meeting**

September 15, 2022

Virtual

11:00pm- 1:00pm

### **Minutes**

Attendance:

Board Presence: Chair Jennifer McConnell, Shelley Canright, John Hayes, Roger Pryor

State Staff Presence: Derek Cromwell, , Kerry Cordan, Gina Beebe, Kathy Fitzgerald.

**Meeting was Called to order at 11:32 by Jennifer McConnell and turned over to Derek Cromwell for Local partnership updates**

### **Derek Cromwell- Chief Partnership Officer Update**

- a. Corrective Action update
  - i. York County transitioned expired board members to come into compliance with legislation. Now in full compliance.
  - ii. Clarendon County has come into compliance with its conflict-of-interest disclosure forms. Now in full compliance
  - iii. Seven (7) counties remaining on corrective action for programmatic issues are Abbeville, Aiken, Calhoun, Greenwood, Lancaster, Lexington, and Richland Counties.
- b. READY Grants update
  - i. \$725,000 set aside in READY targeted grants.
  - ii. Will be done in two rounds- Round 1 deadline September 27 & Round 2 deadline January 20.
  - iii. Two rounds will give those partnerships on corrective action time to rectify their corrective action and be eligible to apply in round 2.
  - iv. Up to \$485,750 for round one and then the remaining for round two.
  - v. Review team of Program Officers will review applications as they come in.
  - vi. Will present to P&G committee for approval prior to full Board meeting in October.

### **Action Item**

- a. Program Guidelines – Weekend Backpack
  - vii. Weekend Backpack is an evidenced informed strategy that provides preschool age children with nutritious, kid friendly meals on weekends and holidays when school is not open.
- b. Program Guidelines- Supplemental to Evidenced- Based Strategies
  - viii. Supplemental to Evidenced-Based Strategies are utilized to support Evidenced-Based programs by providing supplemental resources and activities to families.





Although not a part of implementation fidelity, these resources provide important support to evidenced based strategies. Examples include program participation incentives or providing activities for children while families are engaged in evidenced based strategies.

**Motion: The Local Partnership Program and Grants Committee approves the new Evidence Informed Program Guidelines for the Weekend Backpack and Supplemental to Evidenced - Based Strategies to be included in the Program and Operational Guidelines for FY23.**

Motion Roger Pryor

Seconded Jon Hayes

All voted yes

### **Action Item**

- a. Update to Operational guidelines (see attachments)
  - 1. Minor changes to wording in the document that were omitted in original approval.

Motion:

The Local Partnership Program and Grants Committee approves the updates to the Program and Operational guidelines for the FY23 grant year.

Motion Roger Pryor

Seconded Shelley Canright

All voted yes

### **2. Action Item Program Guideline Update**

- a. Program Guidelines- Healthy Families Parenting Inventory (HFPI)
  - i. The Healthy Family Parenting Inventory (HFPI) is an assessment required for evidenced -based parenting home visiting programs.
  - ii. Need to adjust initial assessment due date from 45 days of enrollment to 90 days.
  - iii. All evidenced based Parenting Home visiting programs to be updated are as follows; Parents as Teachers, Family Literacy Model, Early Steps, Raising a Reader Enhanced, and Incredible Years.
  - iv. The language of the Program Guideline as amended: *All PAT Affiliates shall complete, at minimum, baseline and post assessments of the primary adult identified within each enrolled case using the Healthy Families Parenting Inventory*



*(HFPI). The initial HFPI should be completed within 90 days of enrollment and every six months thereafter until program exit. (ER 21)*

- a. FY 22 Corrective Action (see attachments)

**Motion: The Local Partnership Program and Grants Committee approves the update to the Evidenced-Based Home Visiting Parenting Program guidelines listed above the FY23 grant year.**

Motion Roger Pryor

Seconded Shelley Canright

All voted yes

### **3. Action Item Corrective Action- Financial**

- a. Financial Corrective Action:

- i. **Carry Forward (15% or more)**

- 1. As you all are aware, in FY20 and FY21 the SCFS Board of Trustees gave Local Partnerships waivers for carry forward due to the ramifications of Covid-19. In light of this all counties with carry forward for FY22 will be treating as first-time infractions, regardless of the past two-year track record.
    - 2. Fourteen Local Partnerships will fall into this category. Each partnership will be required to submit a plan for how they intend to spend the money in FY23. If no plan is submitted or approved for any county, they will be brought back to this committee for corrective action. The Partnerships are; Abbeville, Aiken, Allendale, Chester, Clarendon, Fairfield, Hampton, Horry, Jasper, Laurens, Lee, Marion, Marlboro, and Oconee.

- ii. **Match requirement (minimum 15%)**

- 1. Three (3) Local Partnerships have not met the legislatively required minimum of 15% match for FY22. They are:
      - a. Aiken County - 4.9%
      - b. Greenwood County- 8.33%

**Motion: The Local Partnership Program and Grants Committee approves the financial corrective action determination as presented for the two local partnerships identified; Aiken County, and Greenwood County. As a result of corrective action, the local partnerships effected are not eligible to apply for competitive or targeted grants until they have satisfactorily resolved the discrepancies noted on t heir corrective action plans as determined by SC First Steps.**

Motion Roger Pryor

Seconded Shelley Canright

All voted yes



#### **4. Next Meeting**

Special Called Meeting- October 12, 2022, at 11:30 am.

This meeting is being held specifically for the Local Partnership Program and Grants Committee to approve the recommended applications for READY Admin/Capacity Targeted Grants.

Meeting was called to adjourn at 12:24 by Jennifer McConnell



## SUPPLEMENTAL TO EVIDENCE-BASED STRATEGIES (STEB; 250)

### Evidence-Informed Strategy

Sometimes strategies that have met SCFS evidence-based criteria can be supported by supplemental resources and activities. Although they are not a part of implementation fidelity, these resources and activities can support the evidence-based strategies in important ways. Examples are incentives for program participation and providing activities for children while families engage in evidence-based strategies. Typically, Supplemental-to-Evidence-Based (STEB) strategies are implemented when the evidence-based strategy is funded by another entity.

#### TARGETING

Clients enrolled in evidence-based programming, must meet SCFS age-eligibility requirements, and would benefit from indirect supports from Local Partnerships.

#### STRATEGY INTEGRATION

- Each Partnership STEB strategy shall be explicitly integrated with a high intensity, evidence-based strategy.
- Each Partnership shall justify how the STEB strategy activities and/or resources supports and/or enhances the evidence-based strategy in key ways.

#### DATA SUBMISSION

- Efforts should be made to administer client satisfaction surveys at least annually. The data collected should be used for program improvement.
- Individual case data for the evidence-based programming that STEB supports are typically entered in data systems provided by program funders and are not housed in the First Steps Data Collection (FSDC) System. However, supplemental services funded by South Carolina First Steps must be noted and reported. The activities of STEB strategies shall be entered as monthly outputs data in FSDC system. Data will include the number of children served (0 to 5 years only), number of families served, number of goods given, and other types of data relevant to the particular services and goods offered. Prior to implementation of this strategy, approval from SCFS on connecting program and data expectations must be in place.
- Partnerships shall keep an electronic record of STEB families with, at minimum, the child's full name and birth- date, the family's contact information, and beginning and ending dates of program participation and make this electronic information available to SCFS for evaluation purposes upon request.
- Data will be entered in a timely manner so that Quarterly Data Checks show accurate information.
- Keep program records of distributed goods.



## Weekend Backpacks/Nutrition Program (903)

Evidence-Informed

The First Steps’ weekend backpack programs provide preschool children with nutritious, kid-friendly meals on weekends and holidays when school is not in session. “Backpacks” are distributed at school(s) in the community in partnership with local partnerships and other organizations.

Unit of Service = 1 Child

### Targeting

#### Targeting Clients At-Risk of Early School Failure

The program is designed to serve preschool children (ages 3-5) at risk of food insecurity. Determination of food insecurity is made by education partners that work directly with the children and families.

### Service Delivery

Children enrolled in the program receive food packages on Fridays (for weekends) and holidays during the school year.

### Data and Evaluation

	<b>Requirement</b>	<b>Database</b>	<b>Data Entry</b>	<b>Report/Monitoring</b>
<b>Program Delivery</b>	Number of children served	Quarterly Outputs Report	FSDC outputs	Outputs report
	Number of families served	Quarterly Outputs Report	FSDC outputs	Outputs report
	Number of materials (backpacks) distributed	Quarterly Outputs Report	FSDC outputs	Outputs report
<b>Assessments</b>	None completed			
<b>Referrals</b>	None completed			

# READY Infrastructure and Capacity Grants (FY23 Round 1)

## Staff Recommendations



### SUMMARY

In FY2022-23, South Carolina First Steps intends to award up to \$725,000 in Resources for Early Acceleration and Development in Youth (READY) targeted grants to local First Steps partnerships, renewable for two additional years, to increase the local partnership’s capacity and infrastructure to serve more children and families in their community. Infrastructure and capacity needs were identified by applicants in six areas: staff salaries; benefits; physical office space; technology; transportation; and other.

Awards will be made in two rounds in FY2022-23. Round 1 applications were due September 27, 2022 for funding consideration by the SC First Steps Board of Trustees at its October 2022 meeting. Up to two-thirds of funding reserved for infrastructure and capacity grants (\$485,750) may be awarded during Round 1, with the remainder reserved for Round 2 awards. Complete grant guidance for round 1 is located: <https://www.scfirststeps.org/what-we-do/grants/resources-for-early-acceleration-and-development-in-youth-ready-infrastructure-and-capacity-grant/>.

Twenty-six applications were received, and they were each blind reviewed by a unique team of three reviewers (see attached process). Reviewers and other staff came together to blindly discuss each application and make recommendations for funding. Twenty were recommended for funding with ten recommended to be funded as is and ten to be funded with revisions. Six were not recommended for funding with two deemed not responsive, two requesting above the maximum funding amount, and one deemed not an appropriate use of this funding source. Below are the details of the staff recommendations.

### RECOMMENDATION: FUND AS IS → 10 COUNTIES

- Cherokee (pages 1 – 45)**

Synopsis: “Requests for funds in staff salaries, benefits, technology, and training for staff and board members. The salary and benefits requests include an increase in salary for the Program Coordinator, the Grants and Finance Officer, and a Parent Educator each year of the 3-year cycle as well as the addition of a part-time Spanish interpreter to the staff. The partnership is also requesting funds to replace 2 desktop and 2 laptop computers. Lastly, the request includes funds to continue the level of current training, as well as bring in outside consultants to facilitate staff training and board training. All of the requests are made to increase productivity and foster teamwork, as well as retain qualified staff/be competitive in the current market.”

Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	Yes	\$17,145.00	\$21,815.00	\$21,623.00	\$60,583.00
Benefits	Yes	\$6,380.00	\$6,510.00	\$6,702.00	\$19,592.00
Physical Office Space	No	\$0.00	\$0.00	\$0.00	\$0.00
Technology	Yes	\$3,300.00	\$0.00	\$0.00	\$3,300.00
Transportation	No	\$0.00	\$0.00	\$0.00	\$0.00
Other	Yes	\$3,175.00	\$1,675.00	\$1,675.00	\$6,525.00
<b>Total request</b>	-	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$90,000.00</b>

- Chesterfield (pages 46 – 52)**

Synopsis: “Requests funding to support hiring a part-time program assistant (new role), technology for new role and on-site scanner, printer, copier, and mileage for new role.”

Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	Yes	\$19,377.00	\$21,621.50	\$22,276.45	\$63,274.95

**READY Infrastructure and Capacity Grants (FY23 Round 1)**

Staff Recommendations



Benefits	No	\$0.00	\$0.00	\$0.00	\$0.00
Physical Office Space	No	\$0.00	\$0.00	\$0.00	\$0.00
Technology	Yes	\$3,749.00	\$1,200.00	\$1,200.00	\$6,149.00
Transportation	Yes	\$1,462.50	\$1,462.50	\$1,462.50	\$4,387.50
Other	No	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total request</b>	-	<b>\$24,588.50</b>	<b>\$24,284.00</b>	<b>\$24,938.95</b>	<b>\$73,811.45</b>

• **Colleton (pages 53 – 59)**

Synopsis: “Request is for additional hours for hourly staff for professional development, community events, etc. and an admin assistant to help with data entry, paperwork etc.; additional storage space for files, curriculum, and program materials so they can use existing office space for families visiting their office; and technology upgrades including hard drives, maintenance, and cell phones.”

Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	Yes	\$12,540.00	\$12,540.00	\$12,540.00	\$37,620.00
Benefits	No	\$0.00	\$0.00	\$0.00	\$0.00
Physical Office Space	Yes	\$2,000.00	\$2,000.00	\$2,000.00	\$6,000.00
Technology	Yes	\$4,900.00	\$4,900.00	\$4,900.00	\$14,700.00
Transportation	No	\$0.00	\$0.00	\$0.00	\$0.00
Other	No	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total request</b>	-	<b>\$19,440.00</b>	<b>\$19,440.00</b>	<b>\$19,440.00</b>	<b>\$58,320.00</b>

• **Edgefield (pages 60 – 67)**

Synopsis: “Requests funds for an increase in ED salary, including benefits and technology upgrades. The current ED salary is 15% below the counterparts in his/her region and 20% below those with similar funding. The technology request includes funds to purchase new laptops for office staff (year 1), replace ED laptop and office printer (year 2), replace office computer (year 3). Additional technology funds are requested for program software.”

Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	Yes	\$7,346.00	\$7,346.00	\$7,346.00	\$22,038.00
Benefits	Yes	\$9,500.00	\$9,500.00	\$9,500.00	\$28,500.00
Physical Office Space	No	\$0.00	\$0.00	\$0.00	\$0.00
Technology	Yes	\$6,500.00	\$6,500.00	\$6,500.00	\$19,500.00
Transportation	No	\$0.00	\$0.00	\$0.00	\$0.00
Other	No	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total request</b>	-	<b>\$23,346.00</b>	<b>\$23,346.00</b>	<b>\$23,346.00</b>	<b>\$70,038.00</b>

• **Jasper (pages 68 – 85)**

Synopsis: “Requests funding to increase all staff salaries, including the ED, support equipment for a new location and update staff technology.”

**READY Infrastructure and Capacity Grants (FY23 Round 1)**

Staff Recommendations



Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	Yes	\$17,700.00	\$17,700.00	\$19,100.00	\$54,500.00
Benefits	No	\$0.00	\$0.00	\$0.00	\$0.00
Physical Office Space	Yes	\$5,500.00	\$5,000.00	\$4,500.00	\$15,000.00
Technology	Yes	\$6,800.00	\$5,000.00	\$5,000.00	\$16,800.00
Transportation	No	\$0.00	\$0.00	\$0.00	\$0.00
Other	No	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total request</b>	-	<b>\$30,000.00</b>	<b>\$27,700.00</b>	<b>\$28,600.00</b>	<b>\$86,300.00</b>

- Kershaw (pages 86 – 94)**

Synopsis: “Requests funds for office space and technology. The requested funds will be used to rent office space in a central location as they have been served notice to vacate current office premises. The funds will also be used to purchase furniture, equipment, and signage for the new space. The technology request includes funds for IT set-up and maintenance in the new space for phones and internet as well as web-hosting.”

Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	No	\$0.00	\$0.00	\$0.00	\$0.00
Benefits	No	\$0.00	\$0.00	\$0.00	\$0.00
Physical Office Space	Yes	\$11,400.00	\$4,800.00	\$4,800.00	\$21,000.00
Technology	Yes	\$3,000.00	\$3,000.00	\$3,000.00	\$9,000.00
Transportation	No	\$0.00	\$0.00	\$0.00	\$0.00
Other	No	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total request</b>	-	<b>\$14,400.00</b>	<b>\$7,800.00</b>	<b>\$7,800.00</b>	<b>\$30,000.00</b>

- Pickens (pages 95 – 99)**

Synopsis: Requesting funds to increase ED’s salary to a little below regional average, as well as increase the strategic communication director’s salary.

Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	Yes	\$25,000.00	\$25,000.00	\$25,000.00	\$75,000.00
Benefits	No	\$0.00	\$0.00	\$0.00	\$0.00
Physical Office Space	No	\$0.00	\$0.00	\$0.00	\$0.00
Technology	No	\$0.00	\$0.00	\$0.00	\$0.00
Transportation	No	\$0.00	\$0.00	\$0.00	\$0.00
Other	No	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total request</b>	-	<b>\$25,000.00</b>	<b>\$25,000.00</b>	<b>\$25,000.00</b>	<b>\$75,000.00</b>

- Saluda (pages 100 – 114)**

Synopsis: “Request is for an increase to ED salary with corresponding benefits/taxes and the addition of a bilingual outreach person for limited hours throughout the year to facilitate working with the growing number of Hispanic families in the county. Funding is also requested for computer upgrades and improved signage.”



**READY Infrastructure and Capacity Grants (FY23 Round 1)**

Staff Recommendations



Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	Yes	\$2,800.00	\$2,800.00	\$2,800.00	\$8,400.00
Benefits	Yes	\$822.00	\$822.00	\$822.00	\$2,466.00
Physical Office Space	No	\$0.00	\$0.00	\$0.00	\$0.00
Technology	Yes	\$1,500.00	\$1,500.00	\$1,500.00	\$4,500.00
Transportation	No	\$0.00	\$0.00	\$0.00	\$0.00
Other	No	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total request</b>	-	<b>\$5,122.00</b>	<b>\$5,122.00</b>	<b>\$5,122.00</b>	<b>\$15,366.00</b>

- Sumter (pages 115 – 120)**

Synopsis: "Requesting funds to increase staff salary and benefits. The grant application included a breakdown of the executive director's salary and benefits to show the current and requested amount."

Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	Yes	\$6,556.00	\$6,556.00	\$6,556.00	\$19,668.00
Benefits	Yes	\$3,276.94	\$3,276.94	\$3,276.94	\$9,830.82
Physical Office Space	No	\$0.00	\$0.00	\$0.00	\$0.00
Technology	No	\$0.00	\$0.00	\$0.00	\$0.00
Transportation	No	\$0.00	\$0.00	\$0.00	\$0.00
Other	No	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total request</b>	-	<b>\$9,832.94</b>	<b>\$9,832.94</b>	<b>\$9,832.94</b>	<b>\$29,498.82</b>

- York (pages 121 – 129)**

Synopsis: Request is for salary and benefits to add staff in "community outreach and engagement and program oversight" and improving technology.

Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	Yes	\$13,200.00	\$13,200.00	\$13,200.00	\$39,600.00
Benefits	Yes	\$6,500.00	\$6,500.00	\$6,500.00	\$19,500.00
Physical Office Space	No	\$0.00	\$0.00	\$0.00	\$0.00
Technology	Yes	\$2,800.00	\$2,800.00	\$2,800.00	\$8,400.00
Transportation	No	\$0.00	\$0.00	\$0.00	\$0.00
Other	Yes	\$7,500.00	\$7,500.00	\$7,500.00	\$22,500.00
<b>Total request</b>	-	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$90,000.00</b>

**RECOMMENDATION: FUND WITH REVISIONS → 10 COUNTIES**

- Beaufort (pages 130 – 136)**

Synopsis: Request is for salary increases and benefits for staff; increases proposed based on tenure, position, and duties. Request for technology funding is for tablets for families. Transportation request is for families, too.

**READY Infrastructure and Capacity Grants (FY23 Round 1)**

Staff Recommendations



Revision needed regarding mechanism for providing transportation for families and clarification regarding providing technology to families (local partnership should maintain ownership of technology and track them as assets when lent to families)

Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	Yes	\$20,829.00	\$20,829.00	\$20,829.00	\$62,487.00
Benefits	Yes	\$4,271.00	\$4,271.00	\$4,271.00	\$12,813.00
Physical Office Space	No	\$0.00	\$0.00	\$0.00	\$0.00
Technology	Yes	\$2,400.00	\$2,400.00	\$2,400.00	\$7,200.00
Transportation	Yes	\$2,500.00	\$2,500.00	\$2,500.00	\$7,500.00
Other	No	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total request</b>	-	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$90,000.00</b>

- Darlington (page 137 – 151)**

Synopsis: “Requesting to sustain and retain qualified work force (including ED plus 5 staff members): 1) 62,250.00 in salary, and 2) 14,715.00 in benefits. Requesting support with physical space: renting storage units and moving cost to an expanded office space in the amount of 13,035.00.”

Revision needed regarding justification for proposed new office location in Lamar compared to other populated areas of county

Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	Yes	\$20,750.00	\$20,750.00	\$20,750.00	\$62,250.00
Benefits	Yes	\$4,905.00	\$4,905.00	\$4,905.00	\$14,715.00
Physical Office Space	Yes	\$4,345.00	\$4,345.00	\$4,345.00	\$13,035.00
Technology	No	\$0.00	\$0.00	\$0.00	\$0.00
Transportation	No	\$0.00	\$0.00	\$0.00	\$0.00
Other	No	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total request</b>	-	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$90,000.00</b>

- Dillon (pages 152 – 161)**

Synopsis: “Salaries - desire to keep PDG - funded parent [educator] in position, serving (new) 20 families; move ED to average compensation for her region. Provides specific ‘above and beyond’ job duties and justification for this request Benefits - do not currently have benefits, would like them to retain staff. Compensate staff for travel (do not currently do this).... Other - funding for office move and resource closet for child care providers... [and] a request for technology needs.”

Revision needed to Executive Director salary request (maximum allowable is 10% above regional average)

Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	Yes	\$10,201.00	\$10,508.00	\$10,822.00	\$31,531.00
Benefits	Yes	\$8,365.00	\$8,454.00	\$8,544.00	\$25,363.00
Physical Office Space	No	\$0.00	\$0.00	\$0.00	\$0.00

**READY Infrastructure and Capacity Grants (FY23 Round 1)**

Staff Recommendations



Technology	Yes	\$0.00	\$8,038.00	\$0.00	\$8,038.00
Transportation	Yes	\$3,000.00	\$3,000.00	\$3,000.00	\$9,000.00
Other	Yes	\$8,434.00	\$0.00	\$7,634.00	\$16,068.00
<b>Total request</b>	-	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$90,000.00</b>

- Dorchester (pages 162 – 167)**

Synopsis: “The local partnership is requesting funds for physical space which includes the estimated cost for security and cleaning after 28 meetings, transportation for families in the form of a gas card, money order or check, and infrastructure to include staff stipends to attend professional development and parent meetings. The actual physical space is free, but the cost is for security and cleaning.”

Revision needed regarding mechanism for providing transportation for families and approach of providing stipends to staff for hours worked

Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	No	\$0.00	\$0.00	\$0.00	\$0.00
Benefits	No	\$0.00	\$0.00	\$0.00	\$0.00
Physical Office Space	Yes	\$4,500.00	\$4,500.00	\$4,500.00	\$13,500.00
Technology	No	\$0.00	\$0.00	\$0.00	\$0.00
Transportation	Yes	\$6,720.00	\$6,720.00	\$6,720.00	\$20,160.00
Other	Yes	\$18,780.00	\$18,780.00	\$18,780.00	\$56,340.00
<b>Total request</b>	-	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$90,000.00</b>

- Hampton (pages 168 – 174)**

Synopsis: “Requesting funds to increase staff salaries, benefits for staff, technology for staff and families served, and transportation in the form of gas cards to families to participate in group meetings and other educational events. There was supporting documentation of board minutes to support executive director's salary increase.”

Revision needed regarding mechanism for providing transportation for families and clarification regarding providing technology to families (local partnership should maintain ownership of technology and track them as assets when lent to families)

Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	Yes	\$5,000.00	\$2,000.00	\$2,000.00	\$9,000.00
Benefits	Yes	\$1,543.00	\$650.00	\$650.00	\$2,843.00
Physical Office Space	No	\$0.00	\$0.00	\$0.00	\$0.00
Technology	Yes	\$6,227.00	\$3,610.00	\$1,120.00	\$10,957.00
Transportation	Yes	\$2,400.00	\$2,400.00	\$2,400.00	\$7,200.00
Other	No	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total request</b>	-	<b>\$15,170.00</b>	<b>\$8,660.00</b>	<b>\$6,170.00</b>	<b>\$30,000.00</b>

**READY Infrastructure and Capacity Grants (FY23 Round 1)**

Staff Recommendations



- Laurens (pages 175 – 188)**

Synopsis: Request is for salary increase for the ED and to hire a part-time administrative assistant. “Other” request is for a child care needs assessment, which will be covered in the First Steps needs assessment process.

Revision needed because proposed child care needs assessment will be a part of the local partnership needs assessment process every local partnership will undergo from October 2022 – March 2023

Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	Yes	\$5,000.00	\$5,000.00	\$5,000.00	\$15,000.00
Benefits	Yes	\$5,000.00	\$5,000.00	\$5,000.00	\$15,000.00
Physical Office Space	No	\$0.00	\$0.00	\$0.00	\$0.00
Technology	Yes	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Transportation	No	\$0.00	\$0.00	\$0.00	\$0.00
Other	Yes	\$18,000.00	\$20,000.00	\$20,000.00	\$58,000.00
<b>Total request</b>	-	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$90,000.00</b>
<b>Revised request</b>		<b>\$12,000.00</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$32,000.00</b>

- McCormick (pages 189 – 193)**

Synopsis: Requests “funding to support an additional part-time assistant for administrative purposes, provide healthcare and retirement benefit stipend to staff, and relocate to a space which will better serve the work of the local partnership.”

Revision needed regarding approach of providing stipends to staff for benefits

Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	Yes	\$0.00	\$18,990.00	\$18,990.00	\$37,980.00
Benefits	Yes	\$9,000.00	\$9,000.00	\$9,000.00	\$27,000.00
Physical Office Space	Yes	\$10,000.00	\$2,000.00	\$2,000.00	\$14,000.00
Technology	No	\$0.00	\$0.00	\$0.00	\$0.00
Transportation	No	\$0.00	\$0.00	\$0.00	\$0.00
Other	No	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total request</b>	-	<b>\$19,000.00</b>	<b>\$29,990.00</b>	<b>\$29,990.00</b>	<b>\$78,980.00</b>

- Newberry (pages 194 – 204)**

Synopsis: “Requests include increases to ED, Program Coordinator, and Outreach Librarian salaries; technology upgrades to include computers and related items; transportation assistance for families to attend programs, child care, and adult education; and furniture/storage, meeting, and communications/operations capacity needs.”

Revision needed regarding mechanism for providing transportation for families and removing CRM software request, which is something the state will provide to all local partnerships by the end of 2022

**READY Infrastructure and Capacity Grants (FY23 Round 1)**

Staff Recommendations



Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	Yes	\$5,382.50	\$11,044.89	\$11,044.89	\$27,472.28
Benefits	No	\$0.00	\$0.00	\$0.00	\$0.00
Physical Office Space	No	\$0.00	\$0.00	\$0.00	\$0.00
Technology	Yes	\$2,760.30	\$1,310.62	\$2,016.88	\$6,087.80
Transportation	Yes	\$6,000.00	\$6,000.00	\$6,000.00	\$18,000.00
Other	Yes	\$15,159.19	\$11,334.43	\$10,850.00	\$37,343.62
<b>Total request</b>	-	<b>\$29,301.99</b>	<b>\$29,689.94</b>	<b>\$29,911.77</b>	<b>\$88,903.70</b>

- Orangeburg (pages 205 – 243)**

Synopsis: "Requesting funds to increase staff salaries, benefits, physical space and technology."

Revision needed regarding the Executive Director’s salary request

Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	Yes	\$23,817.00	\$23,817.00	\$23,817.00	\$71,451.00
Benefits	Yes	\$2,033.00	\$2,033.00	\$2,033.00	\$6,099.00
Physical Office Space	Yes	\$3,260.00	\$3,912.00	\$3,912.00	\$11,084.00
Technology	Yes	\$890.00	\$238.00	\$238.00	\$1,366.00
Transportation	No	\$0.00	\$0.00	\$0.00	\$0.00
Other	No	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total request</b>	-	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$90,000.00</b>

- Williamsburg (page 244 – 257)**

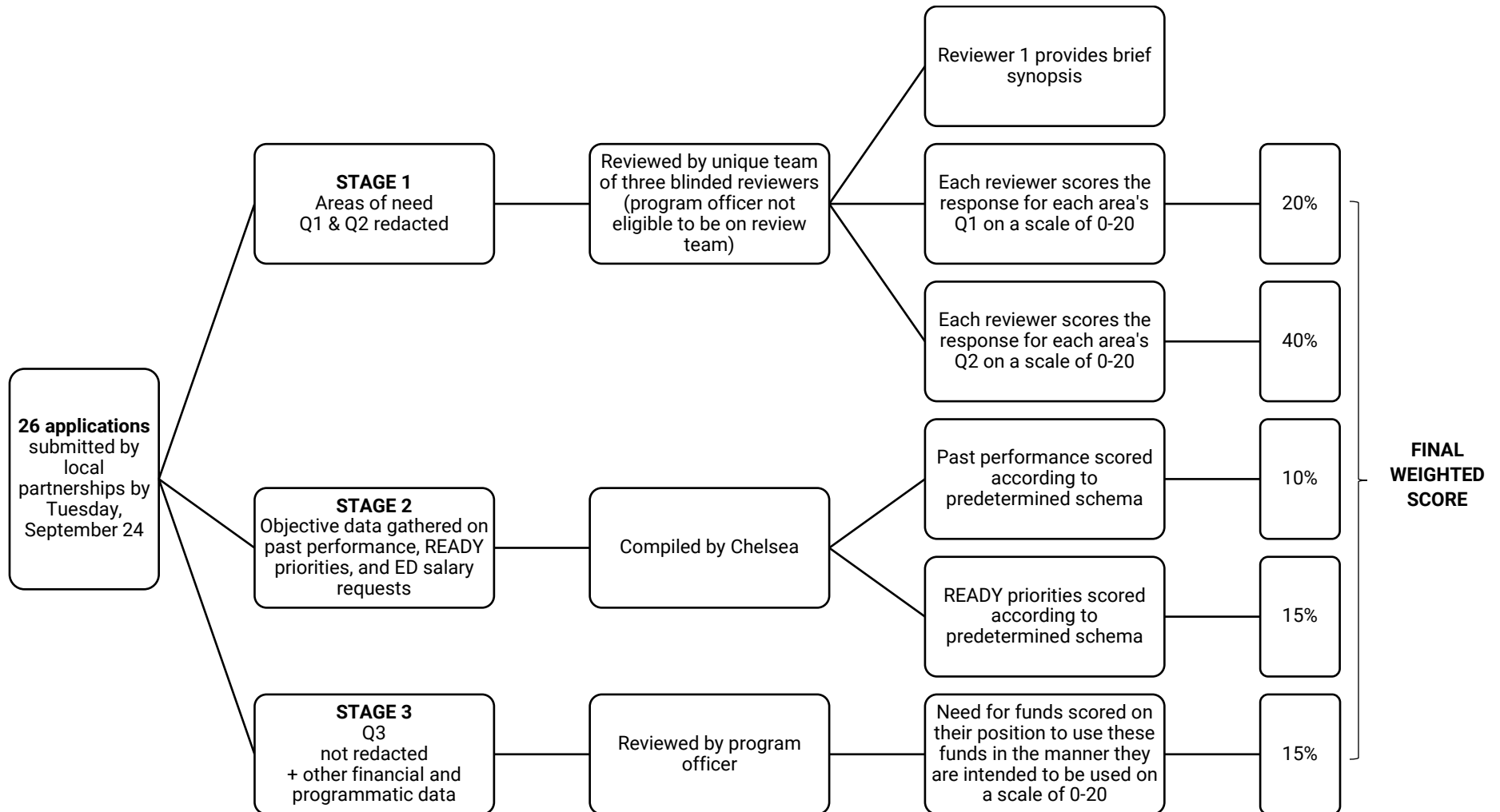
Synopsis: Request is for staff salary and benefits increases and transportation costs to bring materials to families.

Revision needed regarding the Executive Director’s salary request and the mechanism for providing transportation for families

Area	Requested?	Year 1 Request	Year 2 Request	Year 3 Request	Total Request
Staff Salaries	Yes	\$20,321.01	\$20,321.01	\$20,321.01	\$60,963.03
Benefits	Yes	\$6,392.99	\$6,392.99	\$6,392.99	\$19,178.97
Physical Office Space	No	\$0.00	\$0.00	\$0.00	\$0.00
Technology	No	\$0.00	\$0.00	\$0.00	\$0.00
Transportation	Yes	\$3,286.00	\$3,286.00	\$3,286.00	\$9,858.00
Other	No	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total request</b>	-	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$90,000.00</b>

# Resources for Early Acceleration and Development in Youth (READY) Infrastructure and Capacity Grants

Review and Scoring Process – FY23 Round 1



After scoring completed		
<b>Step 1: Blind Review</b>	<b>Step 2: Unblinded Review</b>	<b>Step 3: Program and Grants Committee Consideration</b>
Purpose: review blinded applications from highest to lowest score to determine staff recommendations	Purpose: review staff recommendations with counties identified	Purpose: Program and Grants committee considers staff recommendations and receives all grant applications recommended for funding



To: SC First Steps Board of Trustees

From: Tim Holt, Chairman, Finance and Administration Committee

Date: September 28, 2022

**RE: Finance and Administration Report**

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The Finance and Administration Committee met via Zoom conference call on September 28, 2022 to receive updates from staff and to take up action items. Detailed meeting minutes are attached. The committee brings forward one action item through the Consent Agenda, and the following updates.

**ACTION: Receipt of the 2021-22 Financial Audit**

Presentation by Emily Sobczak, CPA, Partner, Greene Finney, LLP. Ms. Sobczak presented the Financial Statements and Audit for SC First Steps for the 2021-22 state fiscal year. She mentioned the auditor issued an unmodified opinion, which is the best an agency can receive. In addition, she mentioned that the agency has also received no findings or discuss with management concerns. The agency has had perfect audits for the last six years, which is an excellent achievement. Additional information is in the audit, which is being sent to the Board as an attachment and in the minutes of the meeting. We will also send a copy of the presentation by Ms. Sobczak.

Based on the discussion Jackie Curtin motioned, with Mr. Holt seconding, that the Audit be received. The Committee voted unanimously to receive the Audit and send it to the Board of Trustees. The Committee makes the following Motion through the Consent Agenda:

**Motion: To receive the 2021-22 Fiscal Year Financial Audit.**

## **First Steps State Office**

### **Financial Report**

2022-23: The YTD financial report was reviewed by Mr. Barnes. The organization's annual budget for the 2022-23 fiscal year is greater than \$66 Million, which is close to the amount for the prior year. The biggest increase for the new year came from the new recurring amount of \$3 Million received from the state for the READY Grants for the Local Partnerships. Otherwise, the financial condition of the agency is strong.

### **Pay for Success**

Mr. Barnes provided an update on our work to create a Pay for Success model. Work will be delayed due to some concerns from other state agencies about whether our model fit into the new state law. Staff will continue to work on this.

## **State Budget Update**

SC First Steps submitted its state budget request to the Governor's Office for the upcoming 2023-24 state fiscal year. The request is for \$3.7 Million in recurring funds.

- \$455,392 for unfunded personnel cost increases
- \$851,017 for the ECAC which replaces the PDG funds that end this year
- \$2,263,714 for the Local Partnerships to cover increases in costs since the last change in their formula funding
- \$172,382 for other positions that were funded under PDG.
- The requests include a total of 5 FTE's

We are also requesting some updates to the 4K proviso and requesting a new proviso that would study removing First Steps from the Department of Education.

Other updates can be found in the meeting minutes.





## Minutes from Finance and Administration Committee Meeting

September 28, 2022

Members present: Tim Holt, Chairman, Jacque Curtin

Members not present: N/A

Nonmembers present: Emily Sobczak, CPA, Mark Barnes, Director of Administration; Lavinia Tejada, CPA, Director of Finance and Audits

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

### **2021-22 Fiscal Year Financial Audit**

#### **Required Action Item: Receipt of the 2021-22 Fiscal Year Financial Audit**

Presentation by Emily Sobczak, CPA, Partner, Greene Finney, LLP. Ms. Sobczak presented the Financial Statements and Audit for SC First Steps for the 2021-22 state fiscal year. She mentioned the auditor issued an unmodified opinion, which is the best an agency can receive. In addition, she mentioned that the agency has also received no findings, or discuss with management concerns which is excellent. The agency has had perfect audits for the last six years which is an excellent achievement. She mentioned that the total fund balance increased to \$26.5 Million in FY 2022. Most of which is restricted for specific programs. She mentioned there are several reasons that it is important to maintain an adequate fund balance, and it's very important during uncertain economic times. Much of the fund balance increase came from receiving full expansion funds for the 4K Program from the state. It is expected that the statewide expansion will take a few years to fully implement. In addition, we had several federal sources that were available for the 4K program. Total revenues also increased at the same time to a total of \$62.9 Million in FY 2022. The single biggest increase in the revenue was from the state with a \$15.3 Million increase in state appropriations. In addition, the total expenditures increased to \$54.3 Million for the last year. These increases were due mostly to 4K cost increases and increases in allocations to the Local Partnerships. The implementation of GASB #87 also represented a documented cost of \$1.2 Million in capital outlay. She mentioned that the pension and other post-employment benefits (OPEB) projected costs had increased but that these would not affect the current financial status as these costs were projected for the future, and including these are now a requirement for GASB standards.

There was general discussion by the Committee with Ms. Sobczak. Jacque Curtin motioned that the Audit be accepted and the Committee voted unanimously to accept. The motion will go to the Board of Trustees to accept the audit.

### **First Steps State Office**

## **Financial Report**

The YTD financial report for 2022-23 was reviewed by Mr. Barnes. SC First Steps is in good financial shape. He shared that the projected budget for FY 2022-23 is greater than \$66 Million. This is about the same amount as last year. Included in this number is the \$3 million in new recurring READY Funds. We are receiving more that \$8 million in federal funds.

## **Pay for Success**

Mr. Barnes provided an update on the Pay for Success efforts. State office staff put considerable time and effort into getting this project off the ground. They worked with the State Treasurers Office as well as the Materials Management Office under the Department of Administration. After a number of meetings staff in the Treasurers Office and MMO felt that our model, which would have been the first under the new Pay for Success statute, was not a good fit. They offered suggestions on how it could be modified to meet the statute, but the changes they recommended would not meet the proposed funders time frame and plan. Therefore we are delaying the project until we can develop a way to implement it with the statutory requirements. Staff will continue to work on this.

## **State Budget Update**

SC First Steps submitted a single state budget request to the Governor's Office for the upcoming 2023-24 state fiscal year. The request is for \$3.7 Million in recurring funds. The requests include funds for unfunded personnel cost increases of \$455,392, funding to continue the critical work of the ECAC of \$851,017 which would replace the PDG grant funds that will end during this fiscal year, \$2.26 million in funding for the local partnerships which would cover the increases in cost over the years since the last increase along with some incentive funds, \$172,382 in recurring funds for two positions that are funded in the PDG grant as mentioned above, and one FTE for the READY Grants that we received funding for in the last fiscal year. We have also asked for several changes and updates in the 4K proviso which includes minor changes in language to improve clarity, establish the new base of tuition and transportation funding, \$5,100 and \$620, set a minimum for the cost of class room equipment and supplies, the maximum is now set at \$10,000 and the actual cost at this point is approximately \$15,000, increase the amount of needs based incentive grants to \$250,000 from its current \$100,000, and adds language describing the two client portals, PalmettoPreK and First5SWC, as the method to inform parents of all the publicly funded full-day 4K programs, including Head Start.

In addition, we added a request for one new proviso which would allow for a study to evaluate the removal of First Steps from under the responsibility of the Department of Education.

## **Local Partnerships**

### **Local Partnership Retirement Efforts**

The State Office is continuing work on efforts to get statutory changes which would allow all Local Partnerships to enroll in the state's retirement system. Even though the recent legislative session ended without getting the two bills passed that were introduced last year, we are working with legislators to get them reintroduced in the pre-filing that will take place this December. PEBA is holding

true to their promise to hold off on requesting changes in the agreements with the local School Districts, or other agencies related to the retirement issue until legislation can be passed.

#### **4K Program**

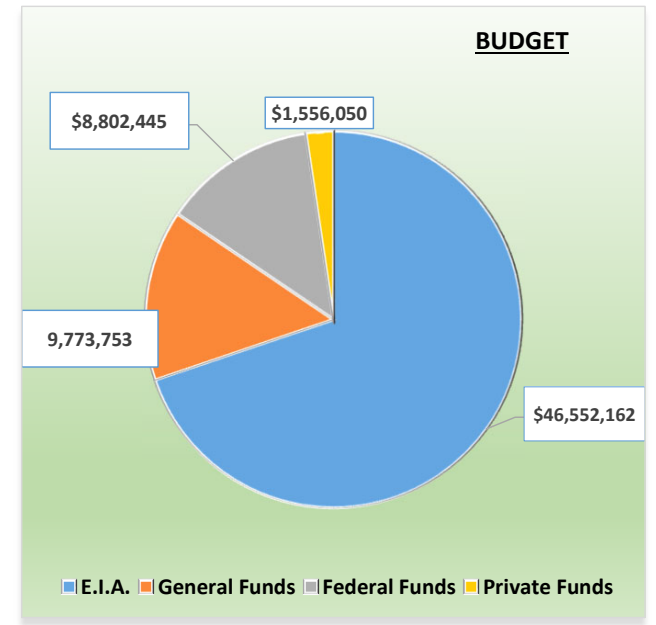
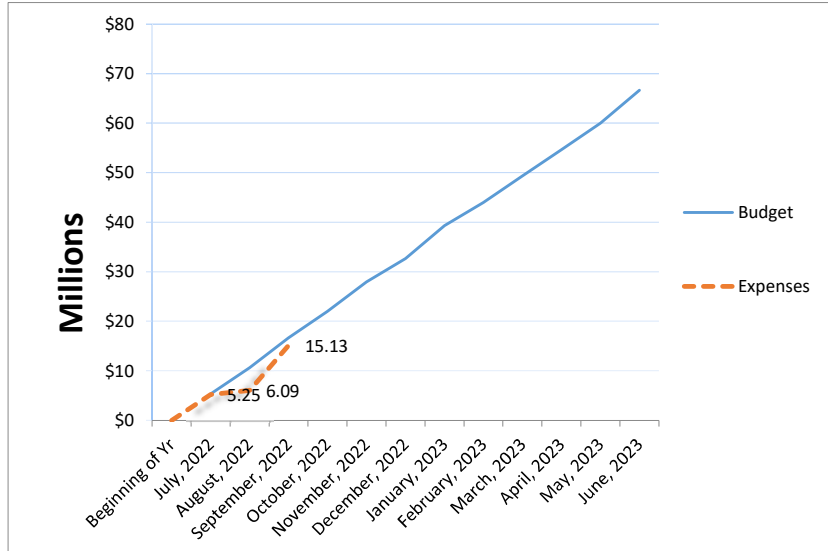
Staff gave an update on the program's status. This included an update on the statewide expansion efforts. Mr. Barnes mentioned that we served more children in the program in the 2021-22 school year than ever before. We are starting out this year ahead of last year.

#### **Other**

With no further business to discuss Jacque Curting motioned to adjourn the meeting. The motion was approved and the meeting adjourned at 10:50 AM.

As of  
September 30, 2022

Spending Rates	
Projected	25%
Actual	23%



PROGRAMS / OPERATIONS	STATE APPROPRIATIONS			FEDERAL GRANTS			PRIVATE FUNDS			GRAND TOTAL		
	Description	Budget	Expended	Balance	Budget	Expended	Balance	Budget	Expended	Balance	Budget	Expended
LOCAL PARTNERSHIPS	14,435,228	3,608,808	10,826,420	2,612,457	-	\$ 2,612,457	-	-	-	17,047,685	3,608,808	\$ 13,438,877
LOCAL PARTNERSHIPS SUPPORT & TECH ASST.	5,151,504	685,667	4,465,838	-	-	\$ -	1,495,624	-	1,495,624	6,647,128	685,667	\$ 5,961,462
PRIVATE 4-K	32,496,679	9,894,552	22,602,127	1,873,457	-	1,873,457	142,058	-	142,058	34,512,194	9,894,552	\$ 24,617,642
EARLY CHILDHOOD ADVISORY COUNCIL	176,000	2,628	173,372	3,729,725	303,694	3,426,031	-	-	-	3,905,725	306,322	\$ 3,599,403
AMERICORPS	-	-	-	326,703	53,755	272,948	-	-	-	326,703	53,755	\$ 272,948
POLICY & ACCOUNTABILITY	2,684,872	550,548	2,134,324	260,103	-	260,103	1,300,000	31,047	1,268,953	4,244,975	581,594	\$ 3,663,381
<b>GRAND TOTAL:</b>	<b>54,944,283</b>	<b>14,742,202</b>	<b>40,202,081</b>	<b>8,802,445</b>	<b>357,449</b>	<b>8,444,996</b>	<b>2,937,682</b>	<b>31,047</b>	<b>2,906,635</b>	<b>66,684,410</b>	<b>15,130,697</b>	<b>\$ 51,553,713</b>

**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.**

46,552,162	E.I.A.
9,773,753	General Funds
8,802,445	Federal Funds
1,556,050	Private Funds
<b>66,684,410</b>	

**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:	260,103
PDG:	3,729,725
ESSER Funds	4,485,914
	<b>8,802,445</b>

**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.**

# Donations

FY 2023

As of Sept 30, 2022



DATE RECEIVED	GENERAL	DONOR/PAYOR	FUNDS	PURPOSE / COMMENTS
Jul 12, 2022	\$ 120	Jennifer Humphries-NFG	Restricted	Cherokee County First Steps
Jul 12, 2022	\$ 10,000	DSS	Restricted	Summit Sponsorship-SC First Steps
Jul 14, 2022	\$ 10,000	Childrens Trust	Restricted	Summit Sponsorship-SC First Steps
Aug 2, 2022	\$ 500	Sisters of Charity	Restricted	Summit Sponsorship-SC First Steps
Aug 2, 2022	\$ 1,000	Head Start Collaboration-SCDSS	Restricted	Summit Sponsorship-SC First Steps
Aug 11, 2022	\$ 2,000	Enterprise Holdings Foundation	Restricted	SC First Steps
Aug 18, 2022	\$ 2,000	Enterprise Holdings Foundation	Restricted	SC First Steps
Sep 8, 2022	\$ 1,500	Dept. of Disabilities and Special Needs	Restricted	Summit Sponsorship-SC First Steps
Sep 8, 2022	\$ 2,500	Institute for Child Success	Restricted	Summit Sponsorship-SC First Steps
Sep 8, 2022	\$ 2,500	Kaplan Early Learning Co.	Restricted	Summit Sponsorship-SC First Steps

\$ 32,120



To: SC First Steps Board of Trustees

From: Georgia Mjartan

Date: October 20, 2022

RE: **Executive Director's Report**

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### **Legislative Update**

- Budget Request for FY2024 Presented to Governor's Office, Executive Budget Office, and Education Oversight Committee (EIA and Improvement Mechanisms Subcommittee)
- Update on Facilitated Stakeholder Feedback Sessions with Anne Sinclair

### **READY Grants to Local Partnerships**

- READY Grants to Support Infrastructure and Capacity (Round 1) Awarded at
- October 20, 2022 Board Meeting (See Local Partnership Program and Grants Committee Materials)
- READY Grant Application and Awards Schedule, FY2022-2023 (Attached)

### **Proposed Pay for Success Project Update**

- Due to timeline constraints & financing mechanism authorization ambiguity, will potentially explore at a later date. Not a viable option to sustain and expand local partnership programs impacted by April 30, 2023 PDG funding cliff.

### **Fundraising & Development**

- End-of-Year Annual Appeal (October 20 – December 31)
- Night to Celebrate Community Event Committee *Now Forming*

### **First Steps 4K**

2022-23 School Year (as of October 5, 2022, compared to October 14, 2021) - SY23 Day 45 is Tuesday, October 18, 2022

- Enrollment
  - 3,129 students enrolled for at least one day (5% increase from SY22 Day 45)
  - 3,035 students enrolled point-in-time (7% increase from SY22 Day 45)
- Student Applications
  - 4,861 student applications received
  - 4,790 applications processed
    - 3,457 students approved to enroll and have attended or will attend once center is selected (14% increase)
    - 360 are not yet approved - missing documentation to determine eligibility
    - 973 students dropped, ineligible, or approved, but never attended



- Providers
  - 251 total providers approved to date (1% decrease) with 300 classrooms (1% increase)
  - 283 active classrooms (5% increase)
  - 155 centers (62% of approved centers) were rated B or above (8% increase)
- First Steps 4K+ now includes *both* First Steps 4K + Siblings *and* First Steps 4K + Extended Care, a nationally recognized braiding of state and federal funds (SCFS state-funded 4K plus DSS federally-funded vouchers)

### **HR & Operations**

- New Team Members:
  - Lakecia Clemons, Local Partnership Fiscal Manager
  - Liz Frazier, Procurement Coordinator
  - Chase Fiedor, 4K Intern
  - Kaitlyn Molnar, Procurement Intern
  - Nekim Clinton, ECAC AmeriCorps Member
  - Monique Dammond, 4K AmeriCorps Member
  - Mattie Mack, AmeriCorps HIPYPY Member Experience Leader (returning)
- Vacancies
  - Local Partnership Program Officer (Childcare & Training Support)
  - Local Partnership Program Officer (Data)
  - Grants Accountant
  - 4K Coach (Richland)
  - Volunteer and Service Learning Manager
  - Capacity Building Administrative Coordinator
  - 4K Administrative Assistants (2)
  - AmeriCorps Member Experience Leader
- AmeriCorps
  - 31 of 36 members recruited and serving
- AmeriCorps VISTA – Grant Awarded, Now Recruiting
  - Nonprofit Resource VISTA
  - Communications VISTA
  - Local Partnership Communications VISTA
  - Development and Fundraising VISTA
  - Service Learning VISTA
  - Volunteer and Partnership Engagement VISTA

### **Save the Date**

December 1 (Day) – SC Summit on Early Childhood  
December 1 (Evening) – “First Steps Is Here” End-of-Year Celebration  
December 2 (Day) – Annual Meeting of the Board of Trustees

## READY Grant Application Schedule, FY2022-2023

GRANT	READY Funding Available	Application Released	Application Deadline	BOARD APPROVAL				
				October 20, 2022	December 2, 2022	February 16, 2023	April 20, 2023	June 15, 2023
<b>READY Grants to Support Infrastructure and Capacity (Round 1)</b> Targeted grants to meet needs in the following areas: staffing, benefits, space, infrastructure, technology, transportation, etc.	\$485,750	9/8/22	9/27/22	X				
<b>READY Grants to Support Infrastructure and Capacity (Round 2)</b>	\$239,250	11/15/22	1/20/23			X		
<b>READY Grants to Sustain and Expand Child Care Quality Enhancement</b> Targeted grants that enable local partnerships to establish, expand, or sustain previous expansion of intensive child care quality programs	\$500,000	11/15/22	1/20/23			X		
<b>READY Grants to Support Infant and Early Childhood Mental Health</b> Targeted grants to address mental health workforce shortages impacting infants' young children's and families' ability to access mental health supports.	\$300,000	11/15/22	1/20/23			X		
<b>READY Grants to Sustain and Expand Effective Programs Serving Children and Families</b> Targeted grants that enable local partnerships to establish, expand, or sustain previous expansion of evidence-based programs.	\$1,185,000	1/1/23	3/15/23				X	
<b>Early Childhood Innovation Grants</b> Competitive grants that reward innovation and a proven track record, are based on clearly articulated needs, have measurable outcomes, and further the goals and objectives of Every Child Ready, SC First Steps' Strategic Plan. To be supplemented with tax checkoff and other private funding.	\$200,000	1/1/23	4/15/23					X
<b>TOTAL AMOUNT TO BE AWARDED, FY2022-2023</b>	<b>\$2,910,000</b>							

3% (\$90,000) will be used by SC First Steps to support grant-making and grants management, administration of funds, reporting and evaluation of READY.