



## Meeting of the Board of Trustees

February 18, 2021 2:00 PM

<https://zoom.us/j/92434118920?pwd=VzAwYUFWblhMMjFiWlBITG5YWZZQT09>

### 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 either email [ajones@scfirststeps.org](mailto:ajones@scfirststeps.org) or notate their interest in speaking in the comment box on Zoom *prior* to the start of 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 December 4, 2020 minutes as submitted  
**Attachments:** December 4, 2020 Minutes
- IV. Executive Committee Report (David Morley)  
**Attachments:** Executive Committee Report, Minutes of Executive Committee Meetings,
- V. Consent Agenda: **Motions Recommended by Committees** (David Morley)
  - a. Motion for the approval of the Local Partnership Allocation for the State Fiscal Year 2021-2022 (Finance and Administration Committee recommends)
  - b. Motion for the approval of the Local Partnership Match Waiver Request for State Fiscal Year 2019-2020 (Finance and Administration Committee recommends)
  - c. Motion to approve the “Early Childhood Innovation Grant Application and Process” for awarding competitive grant funding to eligible Local Partnerships (Programs and Grants Committee recommends)
- VI. Finance and Administration Committee (Walter Fleming)  
**Attachments:** Finance and Administration Report, Draft First Steps Local Partnership Allocation FY 2021-22, Draft Allocation Model and Comparison FY 2021-22, Draft Allocation Model Change from SFY 2020-21 to SFY 2021-22, Finance and Administration Committee Meeting Minutes, SC First Steps, FY 2021 Financial Status Report as of January 31, 2021, FY 2021 Donations Report as of January 31, 2021
- 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 – February 4, 2021, Local Partnership Program and Grants Committee Meeting Minutes – February 11, 2021, Grants and Early Childhood Innovation (ECI) Presentation, Early Childhood Innovation Grant Application, Timeline for ECI Grant
- VIII. Strategic Planning and Evaluation Committee (Dr. Amy Williams)  
**Attachments:** Strategic Planning and Evaluation Committee Meeting Minutes
- IX. Legislative Committee (Sen. Gerald Malloy)



- X. Executive Director's Report (Georgia Mjartan)  
**Attachments:** Executive Director's Report, 4K Research Report, Your Voice Matters Staff Survey Results
  
- XI. **Motion:** To adjourn the meeting of the SC First Steps Board of Trustees



## Board of Trustees Meeting

December 4, 2020

2:00PM

<https://zoom.us/j/99827298279?pwd=T0FQWlhGcmR1WHIMY3pFN20zRVJwQT09>

### *Draft Minutes*

#### **Members Present (18):**

Dave Morley, Chair  
Dr. Shelley Canright, Vice Chair  
Rep. Rita Allison  
Alexia Newman  
Dr. Amy Williams  
Dr. David Mathis  
Sen. Greg Hembree  
Jennifer McConnell  
Jessica Mackey

John Hayes  
Mary Lynne Diggs  
Mike Leach  
Roger Pryor  
Marshall Taylor  
Tim Holt  
Walter Fleming  
Sen. Gerald Malloy  
Mary Poole

#### **Members Absent (3):**

Josh Baker  
Sue Williams  
Rep. Jerry Govan

#### **Others Present (44):**

Georgia Mjartan  
Avian Jones  
Zack Catoe  
Samantha Ingram  
Angela Pruitt  
Anna Workman  
Beth Moore  
Betty Gardiner  
Carletta Isreal  
Cassie Barber  
Chelsea Richard  
Cheryl Scales-Chavis  
Cindy Ellis  
Cindy Galloway  
Crystal Campbell  
Debbie Robertson  
Delores Rock  
Dorian Young  
Janice Kilburn  
Jennifer Williams  
J Kimrey  
Jon Artz

Joy Mazur  
Julie Hussey  
Kim Spigner  
Kim Trudell  
Kristine Jenkins  
Laura Baker  
Laura McNair  
Lis Guimaraes  
Lavinia Tejada  
Mark Barnes  
Martha Strickland  
Nancy Ziobro  
Rachal Hatton  
Rogers Pender  
Shayla Pettigrew  
Suzanne McGougan  
Tierra Thomas  
Trimeka Johnson  
Valencia Johnson  
Carla Brown  
Sheila Cornwell  
Sarah Crawford

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Avian Jones conducted a roll call.



Mr. Dave Morley allowed Tremika Johnson, Chair of Dorchester County First Steps, to speak during the public comment period.

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

Mr. Morley asked for a motion to approve the revised October 22, 2020 minutes. Sen. Hembree provided the motion. Ms. McConnell provided a second and the motion was unanimously approved.

Mr. Morley reported on the Executive Committee and provided thanks to Sen. Harvey Peeler for the appointment of 2 new board members and for reappointing Jennifer McConnell. He went on to introduce new board members Jesica Mackey, filling the role of Parent of a Young Child, and John Hayes, filling the role of Early Childhood Educator. Mr. Morley announced the resignation of board member Angel Johnson-Brebner and the completion of Julie Hussey's term on the board.

Mr. Morley asked for a motion to approve the 2021 SC First Steps Board of Trustees and Early Childhood Advisory Council meeting dates. Ms. McConnell provided the motion. Dr. Canright provided a second and the motion was unanimously approved.

Mr. Morley asked for a motion to approve the consent agenda as follows:

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

- a. Motion for the approval of the Horry County First Steps Partnership Board request to begin a new program, Ready4K!, allocating \$2,910 in state funds towards this program. (Programs and Grants recommends)

Dr. Mathis provided the motion. Dr. Canright provided a second and the motion was unanimously approved.

Mr. Fleming reported on the Finance and Administration Committee noting that they have received verbal confirmation that SC First Steps will be reimbursed the \$4.4 million that was spent on COVID-19 efforts. Mr. Fleming acknowledged that \$10.3 million in new money was requested in the state budget request. He also shared that the lease agreement has expired and the agency concluded the solicitation of bids and was currently in the process of securing a new office space.

Ms. McConnell brought forth the recommendation from the Program and Grants Committee to allow Oconee County First Steps to utilize \$2,000 of FY20 state carryforward funds and \$500 in private funds to begin the Dolly Parton Imagination Library Program for eligible families in Oconee County.

Mr. Morley asked for a motion to accept the recommendation presented by Ms. McConnell. The motion was provided by Dr. Canright, second by Mr. Holt, and was unanimously approved.

Ms. McConnell reported on the Programs and Grants Committee, local partnerships that may not be able to fulfill the 15% match requirements due to COVID-19, the status of competitive grants, and the Racial Equity Institute training that members of the staff and local partnership will be attending.

Ms. McConnell thanked Ms. Hussey for her time and work on the Programs and Grants committee.



Dr. Williams reported on the Strategic Planning and Evaluation Committee, the kickoff of the second round of the Build It Back Better survey, the launch of Listen4Good, and continued partnership with the University of South Carolina's Institute for Families and Society.

Sen. Hembree, Rep. Allison, and Sen. Malloy provided a Legislative update.

Ms. Mjartan provided the Executive Director's report and introduced of 5 new team members. She presented the 2019-2020 Annual Report, encouraged members to continue their support of the agency through donating, and reviewed media coverage of SC First Steps for the 2020 year.

Mr. Morley permitted time for Ms. Mackey and Mr. Hayes to make remarks. He thanked Ms. Hussey for her leadership and service. Ms. Hussey expressed her gratitude.

Mr. Morley asked for a motion to adjourn the meeting. Ms. Newman provided the motion. Dr. Mathis provided a second and the motion was unanimously approved. The meeting was adjourned by Mr. Morley.

The meeting was adjourned at 3:02 p.m.



To: SC First Steps Board of Trustees  
From: David Morley, Chairman, Executive Committee  
Date: February 18, 2021  
RE: **Executive Committee Report**

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The Executive Committee of the Board of Trustees met on January 15, 2021. Minutes of the meeting are attached. No votes were taken.

### **Board Additions and Transitions**

We are pleased to welcome three new members to our Board of Trustees. Governor Henry McMaster appointed **Janie Neeley** to fill the role of “**Parent of a Young Child.**” Ms. Neeley is the parent of three children. Her youngest son, Marshall (“Marsh”), is diagnosed with Down Syndrome and attends 4K preschool. She is a former South Carolina public school teacher where most of her experience involved working with struggling readers as a reading specialist and as a school district literacy coach. Janie’s combined experiences as a teacher and a parent of three children with very diverse learning needs have led her to develop a passion for creating inclusive learning environments. Janie is a strong advocate for early intervention and disability inclusion.

**Dr. Edward Simmer, MD, MPH, DFAPA**, joins the board as the newly appointed and recently confirmed **Director of the South Carolina Department of Health and Environmental Control (DHEC)**. Prior to being confirmed as agency director, Dr. Simmer served over thirty years on active duty in the United States Navy. In his most recent assignment, he served as the first Chief Medical Officer and Deputy Director for the TRICARE Health Plan at the Defense Health Agency in Falls Church, VA. He served as the first Officer-in-Charge of the Defense Health Agency Navy Element, creating the command from 27 formerly separate units and leading over 250 Sailors assigned to DHA worldwide. A native of Ohio, Dr. Simmer received his bachelor of arts degree from Hiram College in 1986, his doctor of medicine degree from the Saint Louis University School of Medicine via the Navy Health Professions Scholarship Program in 1990, and his master of public health degree from the Eastern Virginia Medical School/Old Dominion University Consortium in 2001. He is board certified in general and forensic psychiatry by the American Board of Psychiatry and Neurology. In addition, he is certified in administrative psychiatry by the American Psychiatric Association.

**Thomas Clark Phillip** joins the board as the **Acting Director of the South Carolina Department of Health and Human Services (SCDHHS)**, having been named to the role by Governor Henry McMaster. Mr. Phillip has served as SCDHHS’ Chief Financial Officer and Deputy Director for Finance since joining the agency in 2019. Having worked in healthcare finance for 35 years, Mr. Phillip’s experience is uniquely suited to lead SCDHHS through its leadership transition. A graduate of Oklahoma State University and a Certified Public Accountant (CPA), Mr. Phillip has served as the chief financial steward of several public and private healthcare organizations. Mr. Phillip is a resident of Richland County.

During his time as Director of SCDHHS, **Josh Baker** served as an active and contributing member on the boards of SC First Steps and the Early Childhood Advisory Council. We are grateful for the collaboration and interagency partnerships forged under his leadership. Thanks to Mr. Baker for his three plus years of service on the board.



### **Board-to-Board Regional Meetings**

A series of Board-to-Board Regional Meetings kicked off in December 2020, and will continue throughout 2021, with each region having an opportunity to participate. Ahead of the meetings, board members are surveyed to find out what topics, questions or suggestions they would like to discuss, and the agenda is set based on their replies. Members of the First Steps Local Partnership Boards met together with members of the South Carolina First Steps State Board on December 12, 2020 (Piedmont Region) and February 3, 2021 (Lowcountry Region). The next two Board-to-Board Meetings will be for the Midlands Region and Catawba Region.



## Executive Committee Meeting Minutes

January 15, 2021

The Executive Committee of the Board of Trustees met on January 15, 2021, with the following members present: David Morley, Dr. Shelley Canright, Jennifer McConnell, and Dr. Amy Williams. The following members were absent: Sen. Gerald Malloy and Walt Fleming. Georgia Mjartan, Executive Director, was present. The meeting was called to order at 11:07 am and adjourned at 12:55 pm. No action was taken.

The following matters were discussed:

- I. Legislative
  - a) GEER Funding Committed by Governor McMaster
  - b) Budget Process & Request
  - c) H3079 - Study Committee to examine the availability of high-quality child care in this state and recommend policies to support the development of more widely accessible high-quality providers throughout the state (Collins and Cobb-Hunter)
- II. Grant Pipeline
  - Blue Cross Blue Shield Foundation
  - Duke Endowment
  - Early Childhood Comprehensive Systems (HRSA)
- III. HR
  - a. New Staff
  - b. Vacancies
  - c. "Your Voice Matters" All Staff Survey
- IV. 4K Update
  - a. Currently enrolling for 2020 – 2021 & 2021 – 2022
  - b. Expanded Day & Summer Uptake has been very positive
  - c. EOC Report Released, Meeting Feb. 8 at 1 pm, Room 110, Blatt Building
- V. Local Partnership Update
  - a. Vaccine Roll Out
  - b. Response to Budget Request
  - c. Board to Board
  - d. Non-Compliance / Corrective Action Matter (re: conflict of interest)

The following action items were discussed:

- Staff will provide the committee with research on / a case statement for the value of investing in pre-K 4 (4K) as an early childhood strategy. (Requested by Mr. Morley)
- Mr. Morley will help broker a connection with the Bezos Family Foundation to assist with an application currently being developed for expanding the reach of PAT to families in the DSS "Family Preservation Services" category.
- Information about IB vaccine scheduling for childcare providers through MUSC (Amy Williams) will be shared with providers in the 4K network and local partnership network.





- There was discussion about the importance of zero to three investment in addition to the push for 4K statewide expansion, the role the local partnerships and state office can play in continuing to make this “case” to the legislature and Governor’s office, and next steps, including the summer release of a state early childhood strategic plan, including a 0-3 plan.

The meeting adjourned at 12:55 pm.



To: SC First Steps Board of Trustees

From: Walter Fleming, Chairman, Finance and Administration Committee

Date: January 20, 2021

**RE: Finance and Administration Report**

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The Finance and Administration Committee met via Zoom video conference call on January 20, 2021 to receive updates from staff and to take up action items. Detailed meeting minutes are attached. The committee brings forward two action items, and the following updates.

**ACTION: Approval of the Local Partnership Allocation for State Fiscal Year 2021-22**

Mr. Barnes presented the proposed allocation amounts for the Local Partnerships for State Fiscal Year 2021-22. He reminded the committee of the new allocation model that was passed by the Board of Trustees two years ago. He shared the new year's model with updated demographics per the policy. He also mentioned the changes in the number of children 5 or under that are living in families with income less than 185% of poverty and talked about this being the third and final year of the phase in of the model. This year, the Local Partnerships will feel the impact of an additional 50% which will bring the total to 100% of the new allocation. The Committee makes the following Motion:

*Motion: To approve the Local Partnership Allocations for State Fiscal Year 2021-22.*

**ACTION: Approval of the Local Partnership Match Waiver Requests for State Fiscal Year 2019-20**

Mr. Barnes presented two requests from the Local Partnerships for waivers of the required 15% match requirements. This included Kershaw and Horry County First Steps. He reminded them that these requests were related to the time during the Pandemic. The Program and Grants Committee had discussed and supported giving waivers based on the impact of the Pandemic on the Local Partnerships. The Committee makes the following Motion:

*Motion: To approve the Match Waiver Requests for Kershaw and Horry County First Steps for the State Fiscal Year 2019-20.*

**First Steps State Office**

**Financial Report**

The YTD financial report is attached. The agency's financial position continues to be strong. The 4K Program expenses are down due to the Pandemic. We received an additional \$5 million in funding from the Governors COVID funds. These funds are for extended day and extended year costs and are in addition to the \$4.2 million we have been approved to receive as reimbursement for our COVID



expenses during the pandemic. We do expect a cash balance at the end of the year due to the impacts of the Pandemic, but the amount will depend on continued enrollment over the next few months.

### **State Budget Update**

Staff gave an update on the State Budget Request. Staff made a presentation to the House Ways and Means Subcommittee on First Steps budget request for FY 2021-22. It remains at the same level as was submitted to the Governor. The Governor has proposed statewide expansion for the 4K Program in his budget request to the General Assembly which would mean more funds than we requested for SC First Steps, if it passes.

### **Lease Update**

Mr. Barnes updated the Committee on the status of our Lease Solicitation process. Staff are working with the appropriate state agencies to select and get approval for a new facility and will most likely be moving into a new facility during the summer of this year.

### **Local Partnerships**

#### **Update on Raisers Edge**

Progress is continuing with the implementation of the new fundraising software that was purchased with the Blackbaud Financial Edge software. This is the system which replaced the financial management system for the Local Partnerships last year.

#### **Local Partnership Financial Audit Update**

Mr. Barnes provided an update to the Committee members on the status of the financial audits. The Local Partnership and Finance staff are working with the Local Partnerships to complete corrective action plans.

#### **Local Partnership Benefit Issues**

There have been some employee benefits issues that have been taking place in Florence. State Office staff have been working closely with the Executive Director of Florence County First Steps to ensure that the employees of Florence County First Steps received their pay and health insurance. These employees are losing their enrollment for retirement benefits due to actions taken by Florence School District #1. We are working with an attorney to help resolve the issues for the employees.

### **4K Program**

The staff gave an update on the 4K Program.



# First Steps Local Partnership Allocation FY 2021-22

7-Jan-21

Instructions:		Enter total funds for allocation in E 4		Total Funds							
		Enter Initial Base Allocation in E 6		\$14,435,228							
Instructions:		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: 2015-2019 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	341,977	157,880	46.2%		100.00%						
Abbeville	1,426	778	54.6%	\$200,000	0.49%			\$0	\$200,000	\$0	\$200,000
Aiken	11,497	5,944	51.7%	\$200,000	3.76%	3,144	4.42%	\$231,622	\$431,622	\$0	\$431,622
Allendale	480	378	78.8%	\$200,000	0.24%			\$0	\$200,000	\$0	\$200,000
Anderson	13,229	5,670	42.9%	\$200,000	3.59%	2,870	4.04%	\$211,437	\$411,437	\$0	\$411,437
Bamberg	784	604	77.0%	\$200,000	0.38%			\$0	\$200,000	\$0	\$200,000
Barnwell	1,486	1,069	71.9%	\$200,000	0.68%			\$0	\$200,000	\$0	\$200,000
Beaufort	11,877	5,585	47.0%	\$200,000	3.54%	2,785	3.92%	\$205,174	\$405,174	\$0	\$405,174
Berkeley	16,489	6,769	41.1%	\$200,000	4.29%	3,969	5.59%	\$292,401	\$492,401	\$0	\$492,401
Calhoun	823	447	54.3%	\$200,000	0.28%			\$0	\$200,000	\$0	\$200,000
Charleston	28,019	9,641	34.4%	\$200,000	6.11%	6,841	9.63%	\$503,985	\$703,985	\$0	\$703,985
Cherokee	3,735	2,597	69.5%	\$200,000	1.64%			\$0	\$200,000	\$0	\$200,000
Chester	2,168	1,357	62.6%	\$200,000	0.86%			\$0	\$200,000	\$0	\$200,000
Chesterfield	2,942	1,906	64.8%	\$200,000	1.21%			\$0	\$200,000	\$0	\$200,000
Clarendon	1,991	1,079	54.2%	\$200,000	0.68%			\$0	\$200,000	\$0	\$200,000
Colleton	2,364	1,623	68.7%	\$200,000	1.03%			\$0	\$200,000	\$0	\$200,000
Darlington	4,575	2,860	62.5%	\$200,000	1.81%	60	0.08%	\$4,420	\$204,420	\$0	\$204,420
Dillon	2,283	1,628	71.3%	\$200,000	1.03%			\$0	\$200,000	\$0	\$200,000
Dorchester	11,205	4,028	35.9%	\$200,000	2.55%	1,228	1.73%	\$90,468	\$290,468	\$0	\$290,468
Edgefield	1,194	605	50.7%	\$200,000	0.38%			\$0	\$200,000	\$0	\$200,000
Fairfield	1,282	830	64.7%	\$200,000	0.53%			\$0	\$200,000	\$0	\$200,000
Florence	10,399	5,652	54.4%	\$200,000	3.58%	2,852	4.01%	\$210,110	\$410,110	\$0	\$410,110
Georgetown	3,475	2,169	62.4%	\$200,000	1.37%			\$0	\$200,000	\$0	\$200,000
Greenville	38,094	14,056	36.9%	\$200,000	8.90%	11,256	15.84%	\$829,244	\$1,029,244	\$0	\$1,029,244
Greenwood	5,179	3,486	67.3%	\$200,000	2.21%	686	0.97%	\$50,538	\$250,538	\$0	\$250,538
Hampton	1,268	869	68.5%	\$200,000	0.55%			\$0	\$200,000	\$0	\$200,000
Horry	18,259	9,423	51.6%	\$200,000	5.97%	6,623	9.32%	\$487,925	\$687,925	\$0	\$687,925
Jasper	1,947	1,272	65.3%	\$200,000	0.81%			\$0	\$200,000	\$0	\$200,000
Kershaw	4,400	1,782	40.5%	\$200,000	1.13%			\$0	\$200,000	\$0	\$200,000
Lancaster	6,441	2,463	38.2%	\$200,000	1.56%			\$0	\$200,000	\$0	\$200,000
Laurens	4,719	2,620	55.5%	\$200,000	1.66%			\$0	\$200,000	\$0	\$200,000
Lee	975	662	67.9%	\$200,000	0.42%			\$0	\$200,000	\$0	\$200,000
Lexington	20,570	8,153	39.6%	\$200,000	5.16%	5,353	7.53%	\$394,362	\$594,362	\$0	\$594,362
McCormick	366	256	69.9%	\$200,000	0.16%			\$0	\$200,000	\$0	\$200,000
Marion	2,091	1,453	69.5%	\$200,000	0.92%			\$0	\$200,000	\$0	\$200,000
Marlboro	1,628	928	57.0%	\$200,000	0.59%			\$0	\$200,000	\$0	\$200,000
Newberry	2,512	1,356	54.0%	\$200,000	0.86%			\$0	\$200,000	\$0	\$200,000
Oconee	4,690	2,515	53.6%	\$200,000	1.59%			\$0	\$200,000	\$0	\$200,000
Orangeburg	5,593	3,924	70.2%	\$200,000	2.49%	1,124	1.58%	\$82,807	\$282,807	\$0	\$282,807
Pickens	7,163	2,902	40.5%	\$200,000	1.84%	102	0.14%	\$7,514	\$207,514	\$0	\$207,514
Richland	28,298	12,321	43.5%	\$200,000	7.80%	9,521	13.40%	\$701,424	\$901,424	\$0	\$901,424
Saluda	1,386	771	55.6%	\$200,000	0.49%			\$0	\$200,000	\$0	\$200,000
Spartanburg	21,710	9,993	46.0%	\$200,000	6.33%	7,193	10.12%	\$529,917	\$729,917	\$0	\$729,917
Sumter	8,337	4,881	58.5%	\$200,000	3.09%	2,081	2.93%	\$153,310	\$353,310	\$0	\$353,310
Union	1,893	1,240	65.5%	\$200,000	0.79%			\$0	\$200,000	\$0	\$200,000
Williamsburg	1,876	1,161	61.9%	\$200,000	0.74%			\$0	\$200,000	\$0	\$200,000
York	18,859	6,174	32.7%	\$200,000	3.91%	3,374	4.75%	\$248,567	\$448,567	\$0	\$448,567
				\$9,200,000		71,062	100.00%	\$5,235,228	\$14,435,228	\$0	\$14,435,228



# DRAFT Allocation Model And Comparison FY 2021-22

7-Jan-21

Demonstrates Phase In Period.

Dollar amounts are based on current years formula and the actual numbers for years after 2019-20 may be different from those shown.

County	New Allocation	FY 2018-19 Funding	PHASE 1		Change from FY 2018-19 to 2020-21	PHASE 2		PHASE 3	
			Impact in SFY 2019-20 10% Impact	Total Allocation 2019-20		Impact in SFY 2020-21 40% + 2019-20 Impact	Total Allocation 2020-21	Impact in SFY 2021-22 50% Impact Total 100%	Total Allocation 2021-22
South Carolina		14,435,228							
Abbeville	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Aiken	431,622	410,115	2,158	412,273	26,742	12,855	425,127	6,495	431,622
Allendale	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Anderson	411,437	452,177	1,141	453,318	-18,939	-6,434	446,884	-35,447	411,437
Bamberg	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Barnwell	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Beaufort	405,174	352,994	6,256	359,250	59,966	30,242	389,491	15,683	405,174
Berkeley	492,401	507,218	-2,337	504,881	-21,201	-10,817	494,064	-1,663	492,401
Calhoun	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Charleston	703,985	736,040	-677	735,363	-17,058	-7,500	727,862	-23,877	703,985
Cherokee	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Chester	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Chesterfield	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Clarendon	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Colleton	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Darlington	204,420	231,261	-2,669	228,592	-23,682	-12,141	216,451	-12,031	204,420
Dillon	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Dorchester	290,468	357,664	-8,819	348,845	-82,421	-41,787	307,058	-16,589	290,468
Edgefield	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Fairfield	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Florence	410,110	396,224	371	396,595	-16,038	-6,045	390,550	19,561	410,110
Georgetown	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Greenville	1,029,244	1,051,033	-2,759	1,048,274	-35,246	-16,857	1,031,417	-2,173	1,029,244
Greenwood	250,538	220,045	1,316	221,361	28,091	12,552	233,913	16,626	250,538
Hampton	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Horry	687,925	587,818	10,485	598,303	116,007	56,888	655,190	32,734	687,925
Jasper	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Kershaw	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Lancaster	200,000	218,579	-1,858	216,721	-18,579	-9,290	207,432	-7,432	200,000
Laurens	200,000	207,303	-528	206,775	-3,821	-2,056	204,719	-4,719	200,000
Lee	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Lexington	594,362	620,103	-6,358	613,745	-35,151	-20,418	593,328	1,035	594,362
McCormick	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Marion	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Marlboro	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Newberry	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Oconee	200,000	200,000	340	200,340	0	340	200,680	-680	200,000
Orangeburg	282,807	299,069	-508	298,561	-17,340	-7,444	291,116	-8,310	282,807
Pickens	207,514	260,506	-4,933	255,573	-49,240	-24,629	230,944	-23,430	207,514
Richland	901,424	796,304	7,858	804,162	62,922	33,027	837,189	64,235	901,424
Saluda	200,000	200,000	0	200,000	0	0	200,000	0	200,000



## DRAFT Allocation Model And Comparison FY 2021-22

7-Jan-21

Demonstrates Phase In Period.

Dollar amounts are based on current years formula and the actual numbers for years after 2019-20 may be different from those shown.

County	New Allocation	FY 2018-19 Funding	PHASE 1	Total Allocation 2019-20	Change from FY 2018-19 to 2020-21	PHASE 2	Total Allocation 2020-21	PHASE 3	Total Allocation 2021-22
			Impact in SFY 2019-20 10% Impact			Impact in SFY 2020-21 40% + 2019-20 Impact		Impact in SFY 2021-22 50% Impact Total 100%	
Spartanburg	729,917	666,608	6,717	673,325	74,496	36,516	709,840	20,077	729,917
Sumter	353,310	350,957	499	351,456	10,726	4,789	356,245	-2,935	353,310
Union	200,000	200,000	0	200,000	0	0	200,000	0	200,000
Williamsburg	200,000	200,000	0	200,000	0	0	200,000	0	200,000
York	448,567	513,211	-5,694	507,517	-40,235	-21,788	485,728	-37,162	448,567
<b>Totals</b>		14,435,228	0	14,435,229	-1	-1	14,435,228	0	14,435,228
	\$14,435,228.00	\$14,435,228.00							

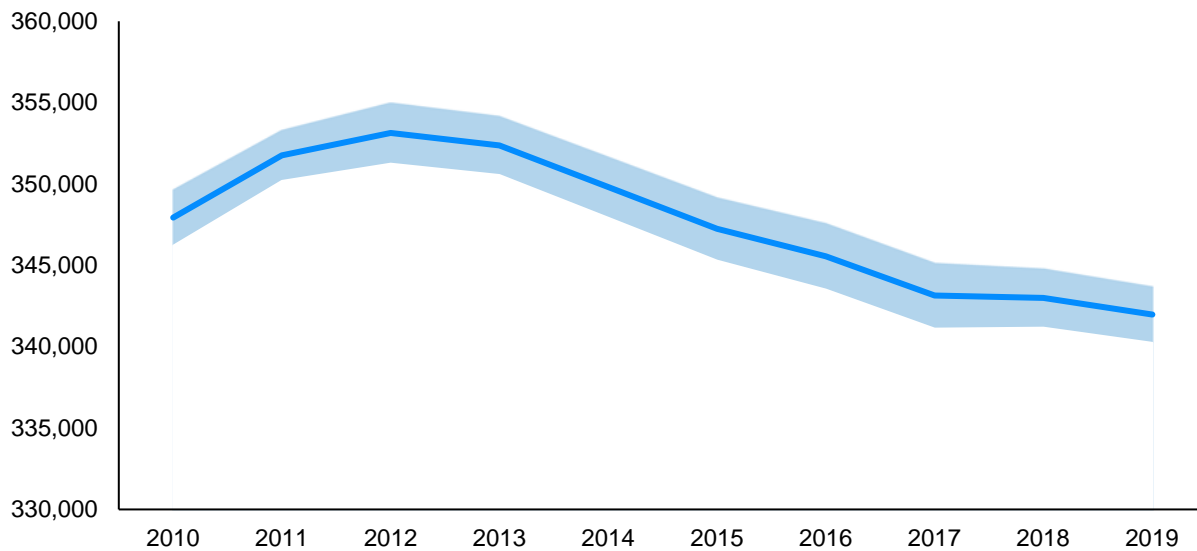


## Allocation Model Change from SFY 2020-21 to SFY 2021-22

7-Jan-21

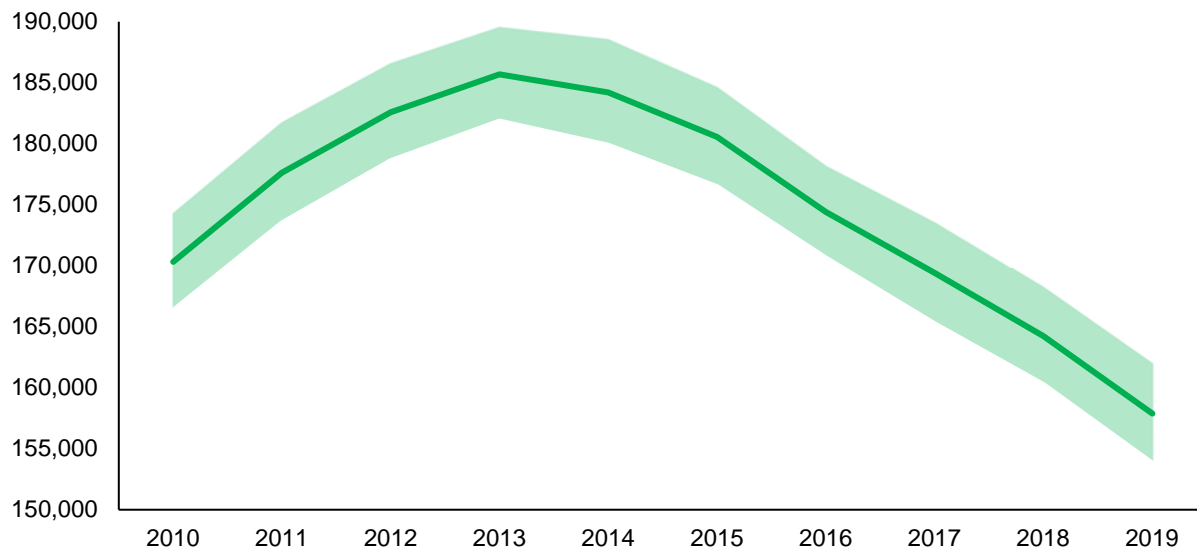
County	Total Allocation 2020-21	Total Allocation 2021-22	Change from 2020- 21 to 2021-22	Percentage Change
Abbeville	200,000	200,000	0	0.00%
Aiken	425,127	431,622	6,495	1.53%
Allendale	200,000	200,000	0	0.00%
Anderson	446,884	411,437	-35,447	-7.93%
Bamberg	200,000	200,000	0	0.00%
Barnwell	200,000	200,000	0	0.00%
Beaufort	389,491	405,174	15,683	4.03%
Berkeley	494,064	492,401	-1,663	-0.34%
Calhoun	200,000	200,000	0	0.00%
Charleston	727,862	703,985	-23,877	-3.28%
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	216,451	204,420	-12,031	-5.56%
Dillon	200,000	200,000	0	0.00%
Dorchester	307,058	290,468	-16,589	-5.40%
Edgefield	200,000	200,000	0	0.00%
Fairfield	200,000	200,000	0	0.00%
Florence	390,550	410,110	19,561	5.01%
Georgetown	200,000	200,000	0	0.00%
Greenville	1,031,417	1,029,244	-2,173	-0.21%
Greenwood	233,913	250,538	16,626	7.11%
Hampton	200,000	200,000	0	0.00%
Horry	655,190	687,925	32,734	5.00%
Jasper	200,000	200,000	0	0.00%
Kershaw	200,000	200,000	0	0.00%
Lancaster	207,432	200,000	-7,432	-3.58%
Laurens	204,719	200,000	-4,719	-2.31%
Lee	200,000	200,000	0	0.00%
Lexington	593,328	594,362	1,035	0.17%
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	200,680	200,000	-680	-0.34%
Orangeburg	291,116	282,807	-8,310	-2.85%
Pickens	230,944	207,514	-23,430	-10.15%
Richland	837,189	901,424	64,235	7.67%
Saluda	200,000	200,000	0	0.00%
Spartanburg	709,840	729,917	20,077	2.83%
Sumter	356,245	353,310	-2,935	-0.82%
Union	200,000	200,000	0	0.00%
Williamsburg	200,000	200,000	0	0.00%
York	485,728	448,567	-37,162	-7.65%
<b>Totals</b>	<b>14,435,228</b>	<b>14,435,228</b>	<b>0</b>	<b>0.00%</b>

In South Carolina, the population of children under age 6 for whom poverty status can be determined has been decreasing since 2012 (figure 1).



**Figure 1.** Population of children under age 6 for whom poverty status can be determined in South Carolina (line = estimated count; shaded area = 90% confidence level, i.e. margin of error). Data source: 5-Year American Community Survey Estimates. Table B17024. US Census Bureau.

In South Carolina, the population of those under six who are <185% federal poverty level has been decreasing since 2013 (figure 2).

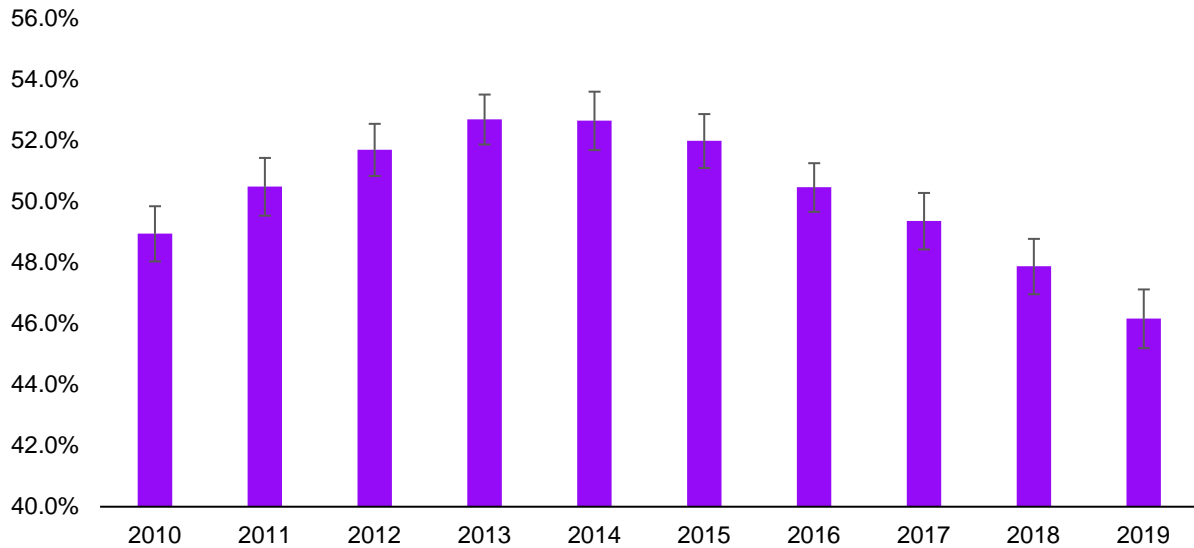


**Figure 2.** Population of children under age 6 who are <185% federal poverty level in South Carolina (line = estimated count; shaded area = 90% confidence level, i.e. margin of error). Data source: 5-Year American Community Survey Estimates. Table B17024. US Census Bureau.





Overall, there has been a statistically significant change in the proportion of children <6 who are <185% federal poverty level in South Carolina from 2014-2019 (figure 3).



**Figure 3.** Proportion of children <6 who are <185% federal poverty level (bar = estimate; error bar = 90% confidence interval). Data source: 5-Year American Community Survey Estimates. Table B17024. US Census Bureau.



## **Minutes from Finance and Administration Committee Meeting**

**January 20, 2021**

Members present: Walter Fleming, Chairman, Tim Holt, Dave Morley

Members not present: N/A

Nonmembers present: Mark Barnes, Director of Administration; Lavinia Tejada, CPA,

Zoom Video Meeting was called to order by Walter Fleming at 10:00 am.

Chairman Fleming greeted the group and brought the meeting to order.

### **Approval of the Local Partnership Allocation for SFY 2021-22**

Mr. Barnes presented the proposed allocation amounts for the Local Partnerships for State Fiscal Year 2021-22. He reminded the committee of the new allocation model that was passed by the Board of Trustees two years ago. He shared the new year's model with updated demographics per the policy. He also mentioned the changes in the number of children 5 or under that are living in families with income less than 185% of poverty and talked about this being the third and final year of the phase in of the model. This year, the Local Partnerships will feel the impact of an additional 50% which will bring the total to 100% of the new allocation. The Committee had general discussion regarding the allocation model and amounts and the impact on the Local Partnerships. Tim Holtz motioned that the Committee approve the allocations as presented, with the Committee unanimously voting to approve the allocations and send them to the Board for Approval. Dave Morley thanked the Committee for their vision and hard work on revising and implementing the allocations model.

### **Approval of Match Waiver Requests by the Local Partnerships for SFY 2019-20**

Mr. Barnes presented the two requests from the Local Partnerships for waivers of the required 15% match requirements. This included Kershaw and Horry County First Steps. He reminded them that these requests were for time during the Pandemic and the Program and Grants Committee had discussed and supported giving waivers based on the impact of the Pandemic on the Local Partnerships. Tim Holtz motioned the Committee approve the waivers for the two requests. The Committee voted unanimously to approve the waiver requests.

### **First Steps State Office**

#### **COVID19 Situation Update**

Mr. Barnes presented an update to the Committee on the impact of the pandemic. Most staff continue to telecommute, and our work is continuing.

We are still working to get the COVID reimbursements that was approved. In addition to the \$4.2 million in federal COVID funds, we have also been awarded \$5 million in funds from the Governor's Office, which we are also waiting to receive. These funds will be used to cover the extended day and extended year cost for the 4K Program. (Update: The \$4.2 million in funds were received late in January)



## **Financial Report**

The YTD financial report was reviewed by Mr. Barnes. The organization's financial position is strong. He noted that the total expenditures for 4K continue to be down for the year due to the Pandemic. At this point we continue to expect a cash balance in the Program at the end of the year, depending on enrollment between now and June 30.

## **Lease Update**

Mr. Barnes updated the Committee on the current status of our Lease Solicitation process. We are still working with the appropriate state agencies to select and get approval for a new facility and will most likely be moving in the summer of this year.

## **State Budget**

The Agency presented its State Budget Request to the House Ways and Means Subcommittee on Wednesday, January 13<sup>th</sup>. SC First Steps request has not changed since we submitted our request to the Governors Office. We requested an additional \$10.3 million in new funding. Our next steps will include presenting our request to the Senate. The Governors Office submitted a plan that would expand our 4K Program statewide which would be more funding for 4K than we requested if it passes.

## **Local Partnerships**

### **Update on Raisers Edge**

We are continuing to move forward with implementation of Blackbaud's Raiser's Edge, which is a fundraising system that was purchased along with their Financial Edge software. Finance staff is working with Betty Gardiner to implement the new system.

### **Local Partnership Financial Audit Update**

Mr. Barnes provided an update to the Committee members on the status of the financial audits. The Local Partnership and Finance staff are working with the Local Partnerships to complete corrective action plans.

### **Local Partnership Benefit Issues**

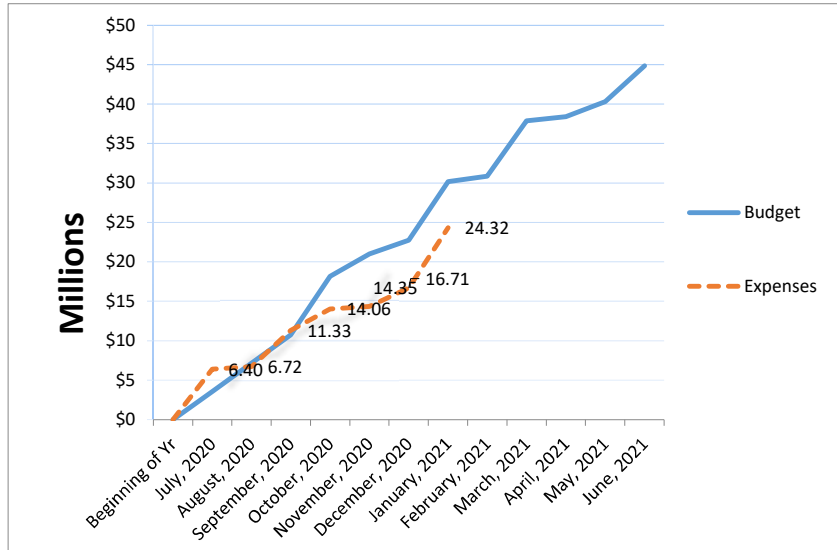
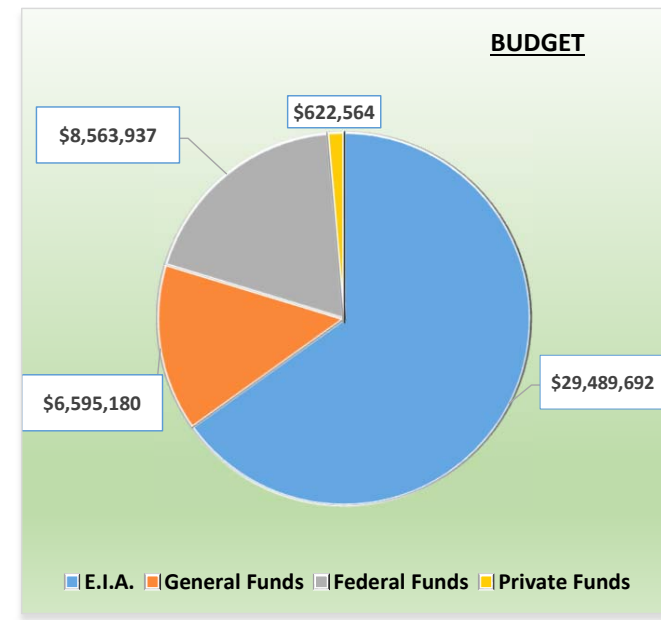
Mr. Barnes informed the Committee about the benefits issues that have been taking place in Florence. He has been working closely with the Executive Director to ensure that the employees of Florence County First Steps received their pay and health insurance. He mentioned they were losing their enrollment in retirement benefits due to actions taken by Florence School District #1. We are working with an attorney to help resolve the issues for the employees.

## **4K Program**

Staff gave an update on the program's status.

## **Other**

With no further business to discuss the meeting was adjourned by Walter Fleming at 10:39 AM.



**As of  
January 31, 2021**

Spending Rates	
Projected	58%
Actual	54%

PROGRAMS / OPERATIONS Description	STATE APPROPRIATIONS			FEDERAL GRANTS			PRIVATE FUNDS			GRAND TOTAL		
	Budget	Expenses	Balance	Budget	Expenses	Balance	Budget	Expenses	Balance	Budget	Expenses	Balance
LOCAL PARTNERSHIPS	14,435,228	7,217,439	7,217,789	1,358,200		\$ 1,358,200	327,445		327,445	16,120,873	7,217,439	\$ 8,903,434
LOCAL PARTNERSHIPS SUPPORT & TECH ASST.	2,514,638	1,158,061	1,356,577	463,305		\$ 463,305			-	2,977,943	1,158,061	\$ 1,819,882
PRIVATE 4-K	17,021,778	13,795,771	3,226,007	4,415,441		4,415,441			-	21,437,219	13,795,771	\$ 7,641,448
EARLY CHILDHOOD ADVISORY COUNCIL	82,155	42,267	39,888	1,685,060	1,217,944	467,116			-	1,767,215	1,260,211	\$ 507,004
AMERICORPS				312,123	49,054	263,069	5,535		5,535	317,658	49,054	\$ 268,604
POLICY & ACCOUNTABILITY	2,031,073	805,454	1,225,619	329,808		329,808	289,584	35,770	253,814	2,650,465	841,224	\$ 1,809,241
<b>GRAND TOTAL:</b>	<b>36,084,872</b>	<b>23,018,993</b>	<b>13,065,879</b>	<b>8,563,937</b>	<b>1,266,998</b>	<b>7,296,939</b>	<b>622,564</b>	<b>35,770</b>	<b>586,794</b>	<b>45,271,373</b>	<b>24,321,760</b>	<b>\$ 20,949,613</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.**

29,489,692	E.I.A.
6,595,180	General Funds
8,563,937	Federal Funds
622,564	Private Funds

**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
- d. Workers' compensation insurance coverage
- e. External programmatic evaluation
- f. Financial audits-annually each LP

Federal Funds:	
AmeriCorps:	312,123
SLDS:	149,546
PDG:	3,733,885 <sup>20</sup>
4K - COVID	4,368,383
	<b>8,563,937</b>

**3) LP Support & Technical Assistance (cont.)**

- 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) 4K E.I.A Appropriations includes proviso authorized carry over cash for quality and technology.**
- 5) 4K Appropriations includes \$917,142 of EIA, and \$280,466 of General Funds in Carry Forward cash. (These funds carried forward \$870,970 in carry forward commitments leaving a balance of \$326,638)**
- 6) State Appropriations Include EIA Funds and General Funds.**

# Donations

FY 2021

As of January 31st, 2021



DATE RECEIVED	GENERAL	DONOR/PAYOR	FUNDS	PURPOSE / COMMENTS
Jul 20, 2020	\$ 25	Board Member	Unrestricted	
Jul 20, 2020	\$ 648	Terry Richardson	Restricted	Start With a Book Campaign
Jul 20,2020	\$ 25	Chanel Jackson	Restricted	Start With a Book Campaign
Jul 20,2020	\$ 50	Andrew Shiavone	Restricted	Donated to Richland County First Steps
August 20,2020	\$ 25	Board Member	Unrestricted	
August 20,2020	\$ 500	Karen R. Jenkins	Unrestricted	
August 20,2020	\$ 50	Andrew Shiavone	Restricted	Donated to Richland County First Steps
Sep 21, 2020	\$ 25	Board Member	Unrestricted	
Sep 21, 2020	\$ 50	Andrew Shiavone	Restricted	Donated to Richland County First Steps
Oct. 20, 2020	\$ 25	Board Member	Unrestricted	
Oct. 20, 2020	\$ 50	Andrew Shiavone	Restricted	Donated to Richland County First Steps
Oct. 20, 2020	\$ 6,896.16	Michael W. King	Restricted	Bamberg County First Steps
Oct. 20, 2020	\$ 6,896.16	Michael W. King	Restricted	Barnwell County First Steps
Oct. 20, 2020	\$ 25.00	Trimeka Johnson	Restricted	Dorchester County First Steps
Oct. 20, 2020	\$ 24.25	Tracy Elmore	Restricted	Dorchester County First Steps
Oct. 20, 2020	\$ 10	Almarie Scroggins	Restricted	Dorchester County First Steps
Nov 24, 2020	\$ 25	Board Member	Unrestricted	SC First Steps
Dec 3, 2020	\$ 25	Margaret Williams	Unrestricted	SC First Steps
Dec 3, 2020	\$ 15	Marilyn Jenkins	Unrestricted	SC First Steps
Dec 7, 2020	\$ 500	Board Member	Unrestricted	SC First Steps
Dec 7, 2020	\$ 25	Hampton Early Learning Academy	Unrestricted	SC First Steps
Dec 7, 2020	\$ 100	Janet & Jim Riddle	Unrestricted	SC First Steps
Dec 8, 2020	\$ 10,000	David and Cheryl Morley	Unrestricted	SC First Steps
Dec 8, 2020	\$ 100	Scott W. & Jan P. Smoak	Unrestricted	SC First Steps
Dec10,2020	\$ 2,500	Sisters of Charity	Restricted	Summit on Early Childhood
Dec 10, 2020	\$ 100	A.D or KE Washington	Unrestricted	SC First Steps
Dec 10, 2020	\$ 50	James r. and Sharon Turner	Unrestricted	SC First Steps
Dec 10, 2020	\$ 25	David and Betty Jean Addison	Unrestricted	SC First Steps
Dec 10, 2020	\$ 500	Board Member	Unrestricted	SC First Steps

Dec 21, 2020	\$ 25	Board Member	Unrestricted	SC First Steps
Dec 21, 2020	\$ 250	Board Member	Unrestricted	SC First Steps
Dec 21, 2020	\$ 50	Employee	Unrestricted	SC First Steps
Dec 21, 2020	\$ 50	Earl & Krishenda Alexander	Unrestricted	SC First Steps
Dec 21, 2020	\$ 50	Rachal Hatton	Unrestricted	SC First Steps
Dec 21, 2020	\$ 25	Loraine Fields & Lou Paradis	Unrestricted	SC First Steps
Dec 21, 2020	\$ 25	Employee	Unrestricted	SC First Steps
Dec 23, 2020	\$ 50	Employee	Unrestricted	SC First Steps
Dec 21, 2020	\$ 100	Board Member	Unrestricted	SC First Steps
Dec 21, 2020	\$ 25	Employee	Unrestricted	SC First Steps
Dec 21, 2020	\$ 1,000	Bd. Member	Unrestricted	SC First Steps
Jan 4, 2021	\$ 1,000	Hal Kaplan	Unrestricted	SC First Steps
Jan 6, 2021	\$ 100	Alan & Mary Ann Matthews	Unrestricted	SC First Steps
Jan 19, 2021	\$ 25	Employee	Restricted	Richland County First Steps
Jan 19, 2021	\$ 50	Ginny Owens	Unrestricted	SC First Steps
Jan 19, 2021	\$ 25	Bridgett Shealey	Unrestricted	SC First Steps
Jan 19, 2021	\$ 25	Board Member	Unrestricted	SC First Steps
Jan 19, 2021	\$ 50	Employee	Unrestricted	SC First Steps
Jan 19, 2021	\$ 50	Board Member	Unrestricted	SC First Steps
Jan 19, 2021	\$ 100	Board Member	Unrestricted	SC First Steps
Jan 19, 2021	\$ 50	Marilyn Artz	Restricted	Richland County First Steps
Jan 19, 2021	\$ 100	Employee	Unrestricted	SC First Steps
Jan 19, 2021	\$ 100	Mark Robertson	Unrestricted	SC First Steps
Jan 19, 2021	\$ 50	Susan Jones	Unrestricted	SC First Steps
Jan 19, 2021	\$ 100	Employee	Restricted	MLK Book Drive
Jan 19, 2021	\$ 50	Debra Scott	Unrestricted	SC First Steps
Jan 19, 2021	\$ 500	Employee	Unrestricted	SC First Steps
Jan 19, 2021	\$ 1,000	David and Pamela Evette	Restricted	MLK Book Drive
Jan 19, 2021	\$ 1,000	The Capital Corp	Restricted	MLK Book Drive
Jan 19, 2021	\$ 250	Employee	Unrestricted	SC First Steps

**Sub-Totals:** \$ 35,565

**GRAND TOTAL:** \$ 35,565



To: First Steps Board of Trustees

From: Jennifer McConnell, Chair, Local Partnership Program and Grants Committee

Date: February 18, 2020

**RE: Report of the Local Partnership Program and Grants Committee**

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1. **Information item:** introduction of new committee member John Hayes

John Hayes was introduced as the newest member of the SC First Steps Local Partnership Program and Grants Committee, filling the role previously held by Julie Hussey. John joins this committee with over 30 years of early childhood experience and currently serves as the Director of the Child Development Center at York Technical College.

2. **Information item:** Grant Making Update presented by Director of Grant Making and Development (attachment-Grants and ECI Presentation)

Betty Gardiner, Director of Grantmaking and Development, presented on the current and previous grant opportunities that were offered to Local Partnerships including the previous Early Childhood innovation grant from 2018 as well as current grants such as AmeriCorps and the Family Services Expansion Grants provided through Preschool Development Grant funding.

3. **Information item:** Review of Program and Accountability Standards

The committee was briefed that the evidence based program Ready 4K! would be added to the FY22 standards as well as three evidence-informed programs. The final standards are set to be approved by the Board in April.

4. **Information item:** Update on Corrective Action Plans

The Corrective Action Plans were addressed and many of the findings have been resolved by the Local Partnerships and the only remaining steps are continued monitoring, especially for fiscal requirements. Horry County First Steps is still working to meet the minimum requirement of board members and Marion County First Steps is working through financial findings that include the submission of a time-study.

5. **Action item:** Early Childhood Innovation Grants – Cycle 2

**Motion (part of the consent agenda):**

The Program and Grants Committee recommends that the First Steps Board of Trustees approve the “Early Childhood Innovation Grant Application and Process” (see attached application) for awarding competitive grant funding to eligible Local Partnerships.



The Program and Grants Committee thoroughly reviewed the ideas and changes related to the newest Early Childhood Innovation Grants process. Many of these ideas were derived from Local Partnership Executive Director feedback in conjunction with the ideas of staff and state board members. After much discussion on award limits, the timeline and length of the awards cycle, collaborative grants (multi-partnership application), as well as availability of funding – the committee decided to submit these ideas back to staff for implementation into a draft application. The committee reconvened at 1:00 PM on February 11, 2021. They were informed that \$250,000 in funds could be awarded from a combination of the following sources: recaptured funds, tax check-off funds, privately raised funds and EIA funds. After careful review of the proposed grant application, the committee recommend approval of the application to the State Board.

**Attachments:**

- Local Partnership Program and Grants Committee Minutes – February 4, 2021
- Local Partnership Program and Grants Committee Minutes – February 11, 2021
- Grants and Early Childhood Innovation (ECI) Presentation
- Early Childhood Innovation Grant Application
- Timeline for ECI Grant





**Board of Trustees  
Local Partnership Program and Grants Committee Meeting**

February 4, 2020  
Via Zoom  
1:00 PM – 2:30 PM  
Meeting Minutes

**Committee Members Present:** Jennifer McConnell (Chair), Dr. Shelley Canright, Roger Pryor, John Hayes

**Staff to Committee Present:** Debbie Robertson, Zack Catoe, Georgia Mjartan, Betty Gardiner

**Guests Present:** Carletta Isreal, Kim Archung, Amy Breault, Ivory Mitchell, Patricia Hall, Michael Gaskin, Spencer Scott, Dwana Doctor, Angela Pruitt, Doris Mitchell, Crystal Campbell

The meeting was called to order by the Committee Chair. Guests were provided the opportunity to address the committee.

1. Information item: Introduction of new committee member – John Hayes

John Hayes was introduced as the newest member of the SC First Steps Local Partnership Program and Grants Committee, filling the role previously held by Julie Hussey. John joins this committee with over 30 years of early childhood experience and currently serves as the Director of the Child Development Center at York Technical College.

2. Information item: Grant Making Update - Betty Gardiner, Director of Grantmaking and Development (attachment – Grants and ECI Presentation)

Betty Gardiner, Director of Grantmaking and Development, presented on the current and previous grant opportunities that were offered to Local Partnerships including the previous Early Childhood innovation grant from 2018 as well as current grants such as AmeriCorps and the Family Services Expansion Grants provided through Preschool Development Grant funding.

3. Information item: Early Childhood Innovation Grants- Cycle 2

The Program and Grants Committee thoroughly reviewed the ideas and changes related to the newest Early Childhood Innovation Grants process. Many of these ideas were derived from Local Partnership Executive Director feedback in conjunction with the ideas of staff and state board members. After much discussion on award limits, the timeline and length of the awards cycle, collaborative grants (multi-partnership application), as well as availability of funding – the committee decided to submit these ideas back to staff for implementation into a draft application. The



committee will reconvene at 1:00 PM on February 11, 2021 to approve the Early Childhood Innovation Grant revisions and submit a motion to the full board.

4. Information item: Update on Accountability Standards review for FY 22

The committee was briefed that Ready 4K! would be added to the FY22 standards as a new evidence-based program. In addition, three evidence-informed programs will be added. Input from local partnerships regarding current standards is being received. The committee will review suggested changes at their April meeting. The final standards for FY22 are set to be approved by the Board in April.

5. Information item: Update on Local Partnership Corrective Action Plans

The Corrective Action Plans were addressed and many of the findings have been resolved by the Local Partnerships and the only remaining steps are continued monitoring, especially for fiscal requirements. Horry County First Steps is still working to meet the minimum requirement of board members and Marion County First Steps is working through financial findings that include the submission of a time-study.

The meeting adjourned at 3:10 PM.

Attachments:

- Grants and ECI Presentation
- Competitive Grant Draft Application
- Corrective Action Plan Update
- CAP and Formula Grant Findings



**Board of Trustees  
Local Partnership Program and Grants Committee Meeting**

February 11, 2020  
Via Zoom  
1:00 PM – 2:30 PM  
Meeting Minutes

**Committee Members Present:** Jennifer McConnell (Chair), Dr. Shelley Canright, Roger Pryor, John Hayes

**Staff to Committee Present:** Debbie Robertson, Zack Catoe, Betty Gardiner

The meeting was called to order by Shelley Canright. The Chair joined the meeting soon after.

**1. Action item: Committee Approval of Early Childhood Innovation (ECI) Grant Process and Application**

The SC First Steps Local Partnership Program and Grants Committee unanimously approved the ECI Grants Process and Application and recommended the following motion to the SC First Steps Board of Trustees:

The Program and Grants Committee recommends that the First Steps Board of Trustees approve the “Early Childhood Innovation Grant Application and Process” (see attached application) for awarding competitive grant funding to eligible Local Partnerships.

This motion was brought forth by Roger Pryor and seconded by John Hayes. The motion passed unanimously. The committee reached this motion after reviewing the finalized changes presented by SC First Steps State Office Staff. The committee commended the work of staff members for their efforts to implement ideas brought forth from the local partnerships. This includes the extended timeline of the grant and the additional feedback opportunities prior to final submission. The committee looked extensively at the application’s ability to equally assess collaborative and individual partnership ventures, as well as multi-year plans. All efforts were made to produce a quality grant opportunity rewarding eligible partnerships.

The meeting adjourned at 2:30 PM.

Attachments:

- ECI Competitive Grant Application
- ECI Grants Timeline



## Grantmaking Overview: What are we trying to accomplish?

### **State board-approved strategic priorities:**

1. Ensure children are ready for kindergarten.
2. Close gaps through equity.
3. Increase funding for First Steps' investment in early childhood.
4. Create a coordinated and family-centered early childhood system.



## Grantmaking Overview:

What impacts do we expect of our early childhood investments?

### **State board-approved impact measures:**

- Increase program reach
- Increase participation in high intensity programs
- Increase access to quality early care and education programs
- Increase kindergarten readiness
- Reduce racial disparities in kindergarten readiness



## Grantmaking Overview: SC First Steps as an Intermediary Funder

Grant seeking and fundraising activities by SC First Steps complement the resource development activities of local First Steps partnerships by:

- providing prospective funders the opportunity to support projects on a **multi-county, regional, or statewide scale**;
- supporting **equitable access** to funding by ensuring that local partnerships serving counties without the local wealth or funder presence of larger, more affluent counties have the opportunity to raise additional resources toward their required match; and
- offering funders the opportunity to support grassroots, community-based organizations with the **assurance** that their investment benefits from a statewide infrastructure for program monitoring, financial accountability, and data collection and evaluation.



# Grantmaking Overview: SC First Steps as an Intermediary Funder

As the only funder of early childhood programs in **every county** of the state, SC First Steps both administers **formula** grants of state funding to local First Steps partnerships on behalf of the General Assembly and actively seeks additional public and private resources to make **competitive** and **targeted** grants in support of services to children birth through five.

**Formula:** Funding allocated to each local partnership using the state board-approved funding formula.

**Competitive:** All local partnerships are eligible to apply. Opportunity to customize program focus, process based on state board priorities.

**Targeted:** Eligibility to apply is based on program focus, geography, or other criteria.



# Competitive and Targeted Grants: Why?

- Provides the flexibility to direct funding toward state priorities
- Supplementing formula funding with competitive and targeted grants helps prove the case for additional state investment.
- Successful grant implementation:
  - Proves Need
  - Proves Impact
  - Proves Partnership Demand and Local/State Capacity

**Strategy:** Provide annual opportunities for competitive and targeted funding at an increasing amount and scale. Work towards equity with regard to funded partnerships, target population, program areas, and strategic impact priorities.





# Update on FY21 Family Services Expansion Grants

Using Preschool Development Grant and AmeriCorps funding, SC First Steps offered a competitive grant competition in Summer 2020 to support the expansion of services to families.

Two types of awards:

## 1. **Parenting Expansion Awards**

Funding to establish or expand an evidence-based parenting program

9 of 12 applications funded, \$620,113 awarded in FY21  
**renewable** for FY22, FY23

# Update on FY21 Family Services Expansion Grants

## Parenting Expansion Awards, FY21

County	Model	Amount	New or Expansion
Bamberg	Parents as Teachers	\$71,500	Expansion
Berkeley	Nurturing Parenting	\$78,467	New
Dillon	Nurturing Parenting	\$40,000	Expansion
Dorchester	Nurturing Parenting	\$50,071	New
Greenville	Triple P – Level 4	\$78,000	Expansion
Newberry	Parents as Teachers	\$67,075	Expansion
Orangeburg	Early Steps	\$78,000	Expansion
Pickens	Nurse-Family Partnership	\$78,500	New
York	Parents as Teachers	\$78,500	Expansion



# Update on FY21 Family Services Expansion Grants

## 2. AmeriCorps Awards

Member roles available in FY21:

- Parent Educator  
Establish the evidence-based HIPPI home visiting program in collaboration with First Steps 4K
- Family Support
- Community Education and Outreach
- Member Experience Leader

Local Partnerships

4K

ECAC

State Office

# AmeriCorps Local Partnership Sites

County	PE	CEO	FS
Barnwell	2		1
Berkeley	1		1
Tri-County (C/B/D)		Pending	
Charleston		X	
Colleton	X		
Dillon		X	
Dorchester		1	
Edgefield/Saluda			1
Horry	2	1	
Lee		2	
Marion	2, V		
Newberry	X		1
Orangeburg	1		
Pickens			X
Richland	4	1	
Spartanburg			X
Williamsburg		1	1
TOTAL SERVING (2/3/21)	12/15	6/9	5/7

X = not filled

V = vacancy



# Update on FY21 Family Services Expansion Grants

## 2. AmeriCorps Awards

FY22 planning underway

- Current local sites may continue
- New sites to be selected as slots are available



# FY22 Competitive and Targeted Grants Preliminary List

## Targeted Grants

- AmeriCorps
- Child Care:
  - Support for existing Quality Enhancement/Quality Counts
  - PAT targeted to home-based care
- Core Functions
- Countdown to Kindergarten
- Early Identification and Referral – PASOs program
- Parenting:
  - HIPPY Parent Educator Support
  - PAT Affiliate Support
  - Renewal of FY21 Parenting Expansion grantees

## Competitive Grants

- Child Care: Establish or expand Quality Enhancement/Quality Counts
- Early Childhood Innovation Grants



# Proposed Fiscal Guidelines for Discretionary and Targeted Grants

## General

- Guidance on what legislative requirements for admin, core functions, and EB program percentages are required (state board has discretion for funding outside the formula allocation)
- Whether matching funds are required
- Whether grants may apply toward required match (all non-state funds)
- Multi-partnership applications are encouraged, but must name one local partnership to be the lead applicant and fiscal agent.

## Shared Costs/Cost Allocation

Applicants may propose a reasonable allocation of grant funds toward shared costs, taking into account:

- Expansion vs. New programs
- Duration of the proposed program
- Other programs offered by the partnership
- No administrative or indirect percentage may be charged. Administrative costs must be included as line items in the application budget and described in detail.
- Grant scoring will consider the cost per client for similar programs and the overall cost-benefit of the project to children, families, providers, and the community



# Proposed Fiscal Guidelines for Discretionary and Targeted Grants

## **Personnel Costs**

- Grant funds may be used to fund new program staff, or to increase the hours per week (up to 40, w/o overtime) of existing staff
- Grant funds may not be used to increase the compensation of existing staff. Such compensation increases must be paid for with other funding, and ED compensation increases must be approved by the partnership board.

## **Equipment/Renovation/Capital Projects**

- Certain grants (Innovation Grants) may consider capital projects on a case-by-case basis. Applicants must first schedule a meeting with the CFO and Chief Partnership Officer to discuss the project before submitting an application.
- Considerations include, but are not limited to: property ownership, demonstration of long-term occupancy and collaboration, and projected impact on program access and quality
- Such projects must be approved by the SC First Steps board





# Early Childhood Innovation Grants Awarded First Cycle

<b>Beaufort</b> In-Depth Training Series for Early Learning Standards	\$10,000
<b>Cherokee</b> Talk to Me Cherokee Initiative	\$10,000*
<b>Colleton</b> Targeted /Collaborative Book Distribution	\$10,000
<b>Newberry</b> Let's Get Ready (STEAM)	\$13,415
<b>Richland</b> Step -Up To School Readiness	\$13,800
<b>Spartanburg</b> The Basics	\$11,000
<b>York</b> Nurse Family Partnership (NFP)-Infant and Toddler Safety	\$15,000
<b>Williamsburg</b> Home Visiting Enhancement (PAT Training)	\$16,785*
<b>TOTAL AWARDED (8 grants):</b>	<b>\$100,000</b>

**\*Partial Funding:** Cherokee - grant to fund purchase of LENA devices serving 7 additional families, Williamsburg- grant to fund PAT training and accreditation for 6 home visitors



# Early Childhood Innovation Grants Awarded First Cycle

## Round 1 (2018) Requirements:

- Limited to Local Partnerships in good standing with all legislative accountability requirements.
- Grants were for expansion/enhancement of existing programs so applicant must justify the need for program expansion by waiting lists, new target areas or target populations, identified underserved groups, or other quantitative measures of unmet need.
- Multiple local partnerships may submit a joint application (designate lead applicant).
- Private matching funds are not required.

## Round 1 (2018) Selection Criteria:

- Past Program Success
- Description of Project and how it will meet a demonstrated Unmet Need
- Evidence of Collaboration
- Support for partnership's Comprehensive Plan



# Early Childhood Innovation Grants Identified Needs

(from Executive Director's Feedback)

- Bilingual services – possibly share with other partnerships, other local agencies/organizations (i.e. local DSS, DHEC). Both Spanish and other languages (Arabic)
- Capacity issues – (staffing, support for core services)
- Comprehensive programs like Centers of Excellence (parenting, cc quality, scholarships embedded within centers)
- Workforce development, fellowship and leadership programs (including stipends for participation)
- Funds for supporting AmeriCorps positions in community outreach and parent support
- Supporting partnerships with raising private funds. Have “evergreen” pool at SCFS that’s available for partnerships to access if they demonstrate new match funds raised



# Early Childhood Innovation Grants Identified Barriers

(from Executive Director's Feedback)

- Limited time – ED does everything. Provide as much time as possible.
- Make process as simple as possible. Don't ask for information you already have (needs assessments, comp. plan, data already collected, etc.)
- Provide more feedback to partnerships whose grants were declined
- Need grant writing assistance (can PDG funds provided for comprehensive planning, or current contracts with consultants, support this?)
- “compliance with standards” may need to be adjusted with exceptions, due to COVID



# Early Childhood Innovation Grants

## Addressing Barriers

(from Executive Director's Feedback)

- Providing additional support to counties that apply – set office hours, schedule working sessions
- Two Step Process: submit draft by deadline, get feedback from state office staff or consultant and submit final by 2<sup>nd</sup> deadline (optional)
- Encourage multiple partnerships applying together – clarify process for joint applications

# Early Childhood Innovation Grants Decision Points for Cycle 2

- Min. grant amount?
- Max. grant amount?
- Duration?
- Priorities?
  - Selection criteria
  - Set-aside
  - Bonus points





## Early Childhood Innovation Grants Review Process – First Cycle

- Staff checks for completeness and compliance
- External review panel scores grants
- Program and Grants Committee receives scores and makes recommendation for State Board
- State Board receives committee recommendation and makes final decision



## Early Childhood Innovation Grant Competitive Grant Opportunity for First Steps Local Partnerships

### 2021 Deadlines:

May 10: Program Officer consultation (optional)  
June 14: submit notice of intent to apply (required), submit proposal draft (optional)  
**July 9 by 5:00 pm: submit final application (required)**

### Early Childhood Innovation (ECI) Grants:

The SC First Steps Board of Trustees intends to award competitive grants to local partnerships that incentivize and support measurable outcomes, leverage resources, and build capacity for improving program access and quality. The intent of the grants is to invest in innovative, collaborative efforts that benefit children 0-5, their caregivers, and their communities and support the strategic direction of the local partnership(s) and the overall First Steps initiative.

Up to \$250,000 will be awarded under the 2021 ECI Grant competition. Local partnerships may apply singularly, or as part of a multi-county application.

### Minimum and maximum funding and duration:

The minimum grant award amount is \$5,000.00. There is no set maximum, but it is the intent of the SC First Steps Board of Trustees that this grant competition benefit several Local Partnerships. Therefore, requests for the full amount of available funding will not be considered. The state board reserves the right to offer partial funding to applicants in an effort to increase the number of awards made.

ECI Grants will be approved by the state board at the August 2021 board meeting and be available to local partnerships beginning September 1, 2021, contingent upon receipt of a signed amendment to their FY22 Local Partnership Grant Agreement. Partnerships may propose to spend ECI Grant funding over a period of one year (FY22), or two years (FY22 and FY23). NOTE: multi-year grantees must demonstrate satisfactory performance in Year 1 of their project in order to receive Year 2 funding. Year 2 funding is expected, but remains subject to availability, and Year 2 funding may be reduced if the partnership has available carryforward funding.

### Allowable Uses of ECI Grant Funding:

ECI Grant funds may be used for a variety of purposes that support the partnership's Comprehensive Plan (<https://scfirststeps.org/resources/reports/>), including but not limited to program expansion, new programs or initiatives, core functions, or capacity building activities. Carefully consider other competitive and targeted funding opportunities offered by SC First Steps for FY22 when developing your application.



ECI Grants are subject to the following conditions:

### **General**

- ECI Grant Funds will be coded as Fund **XX** in the partnership's Budget Spending Plan, and Project Code **XX** will be used when submitting payment requests.
- Unlike the Local Partnership's formula funding allocation, ECI Grant funding will **not** be included in percentage calculations used to assess compliance with restrictions for expenditures within Evidence-Based/Evidence-Informed programs, Core Functions, or Administrative Expenses.
- Because ECI Grant funding includes recaptured state funds, ECI Grants **cannot** be counted towards Local Partnerships' 15% match requirement.
- Matching funds are not required for this grant competition, but if applicable should be reflected in the proposed budget.
- ECI Grant funding must be expended by June 30, 2023. Unexpended grant funds after this date may be recaptured by SC First Steps.
- Multi-partnership applications are encouraged, but must name one local partnership to be the lead applicant.
- ECI-funded projects must comply with all applicable SC First Steps Program and Partnership Accountability Standards, including requirements for data collection within the First Steps Data Collection System.

### **Shared Costs/Cost Allocation**

Applicants may propose a reasonable allocation of ECI Grant funds toward shared costs, taking into consideration:

- Whether the Local Partnership is the lead applicant or a participating partnership
- Whether the project includes creating a new program vs. expanding an existing program that is already cost allocated within the Partnership's budget
- Duration of the proposed program
- The number of other programs offered by the partnership
- No administrative or indirect percentage may be charged. Administrative costs must be included as line items in the application budget and described in detail.
- Grant scoring will consider the cost per client for similar programs and the overall cost-benefit of the project to children, families, providers, and the community

### **Personnel Costs**

- ECI Grant funds may be used to fund new program staff positions or increase the hours worked per week or scope of work (up to 40, w/o overtime) of existing staff.
- Grant funds may not be used to increase the compensation rates of existing supervisory staff. Such compensation increases must be paid for with other funding, and ED compensation increases must be approved by the partnership board.

### **Equipment/Renovation/Capital Projects**

- Local Partnerships may apply to use ECI Grant funding for such projects on a case-by-case basis. Applicants must first schedule a meeting with the CFO and Chief Partnership Officer to discuss the project before submitting an application. Considerations include, but are not limited to property ownership, demonstration of long-term occupancy and collaboration, and projected impact on program access and quality.
- Such projects are subject to approval by the SC First Steps board, independent of reviewer scoring.

## **Grant Eligibility Requirements:**

1. All Local Partnerships with no outstanding compliance issues are automatically eligible to apply. Those partnerships with outstanding compliance issues must either resolve those issues, or provide sufficient justification for any outstanding issues to the state board Program and Grants Committee by April 1, 2021. The Program and Grants Committee will provide to the full board for consideration at the April 2021 board meeting a list of any Local Partnerships recommended for funding disqualification. Disqualified Local Partnerships may not apply for an ECI Grant, receive ECI Grant funding, or participate as part of a multi-partnership application. Any subsequently disqualified Local Partnerships will be informed of this decision by the Chief Partnership Officer.
2. If proposal is for expansion of an existing program, applicants must justify the need for program expansion by waiting lists, new target areas or target populations, identified underserved groups, or other quantitative measures of unmet need.
3. Multiple local partnerships are encouraged to submit a joint application. If submitting a joint application, one Local Partnership must be designated as the lead applicant; the Project Description must describe the responsibilities of each participating partnership to the project; and the Budget must detail the proposed allocation of ECI Grant funding to each partnership.
4. If a Local Partnership submitting an application, or participating in a joint application, had carryforward in excess of 15% from FY20 to FY21, or expects to have excess carryforward from FY21 to FY22, the applicant must provide a justification of a) how excess carryforward is being, or will be, expended for other unmet needs; or b) how carryforward funding will be used to support the project. The state board reserves the right to amend (reduce) ECI Grant funding post-award, in the event one or more Local Partnerships has excess carryforward from FY21 to FY22 that was not accounted for in the awardee's grant application.
5. Private matching funds are not required.

## **Application and Scoring Process:**

### **Pre-Submission:**

It is **required** that Local Partnerships intending to apply for an ECI Grant send an email to their *assigned Program Officer* to that effect by **June 14, 2021**, listing (if applicable) all other Local Partnerships that will be included in the application.

It is **recommended**, but not required, that Local Partnerships schedule a meeting with their assigned SC First Steps Program Officer by **May 10, 2021** to discuss their project idea and receive feedback. Partnerships considering a multi-county application should schedule a collaborative meeting with all applicable EDs, Program Officers, and program staff as appropriate.

SC First Steps staff will offer multiple, **optional** opportunities to assist Local Partnerships with developing their application, including:

- **Office Hours** with Betty Gardiner, Director of Grantmaking and Development.  
Wednesdays from 11am-12pm on May 5, 12, 19, 26; June 2, 16, 23 via Zoom:  
<https://zoom.us/j/95302183113?pwd=ZkRQQ29mcEwrTHQwN0NNUjd3S3Nsdz09>

- **Draft Application Review** by Betty Gardiner, Director of Grantmaking and Development and the Local Partnership's Program Officer. Draft applications must be emailed to [bgardiner@scfirststeps.org](mailto:bgardiner@scfirststeps.org) on or before 5:00 pm on **June 14** in order to be reviewed. Feedback will be emailed to the applicant within five working days of submission.

### **Submission and Selection**

Complete applications must be submitted no later than **5:00 pm (EST) on July 9**. No applications, attachments, or additional information received after the deadline will be reviewed.

Please see submission instructions at the conclusion of the grant application.

SC First Steps staff will review applications for eligibility, and a committee of external reviewers will score each eligible application. The state board's Program and Grants Committee will then receive the scored applications and make funding recommendations to the SC First Steps Board of Trustees.

The Program and Grants Committee reserves the right to either exclude low scoring applications from consideration or recommend that applicants receive additional technical assistance and resubmit at a later date, if there are available funds remaining after higher scoring applications are recommended for full or partial awards. The Board will receive the committee recommendations and make the final decision regarding grant awards.

**Application Content:**

First Steps Local Partnerships wishing to apply for this grant opportunity shall complete The Application Narrative, Sections 1-3 below, and submit along with the required attachments.

Organize your narrative using the Headings and Subheadings provided below. The total length for the Application Narrative should not exceed five pages with the following formatting requirements: 1.5 line spacing, 1 inch margins, 11 point Calibri font.

**SECTION 1 – Description of Proposed Project and/or Program:**

This section focuses on the partnership’s plan for enhancing or expanding an existing successful project and/or program or implementing a new project and/or program. If this project is a **multi-county collaboration**, be sure to include relevant information for all participating partnerships when responding to questions 1-6 below.

1. **Details about the proposed project and/or program**, including rationale with evidence of impact, as well as what outputs will be tracked and what outcomes will be used to evaluate success.
2. **Estimated number of children, families, providers, and/or community members** to benefit from the proposed project.
3. If applicable, description of how your proposed program or project will strengthen or initiate new opportunities for **collaboration, partnership, and program or system integration**.
4. **Description of the project and/or program target population(s)**, if one or more specific populations (such as children ages 0 to 3) have been designated for focus.
5. **Description of the need for this program or program** enhancement or expansion in the Partnership’s local community/ies, to include relevant county-wide, district, or school-level demographic data relating to the families to be targeted. This description should include a description of any current resources available within the community/ies related to the proposed program. Applicants are encouraged to reference findings from their Local Partnership Needs Assessment (Parts I and II) and documentation of waiting lists, if applicable.
6. Describe how the applicant **sought input** from representatives of the target population in the development of the proposed project, as well as how the applicant proposes to **solicit and respond to client feedback** as part of project implementation and evaluation, including but not limited to receiving consultation from SC First Steps for developing authentic client feedback loops. Applicants may use prior results from surveys, focus groups, or similar efforts performed for prior needs assessments, as long as those results pertain to the target population.

**SECTION 2 – Description of Alignment with Local and State Strategic Priorities:**

1. Describe how this proposal **supports one or more objectives of the Partnership’s Comprehensive Plan(s)** (<https://scfirststeps.org/resources/reports/>) and can thus demonstrate a commitment to the sustainability of the grant-funded programming beyond this initial funding.

2. Describe how this proposal supports one the SC First Steps Strategic Plan, **Every Child Ready**, found here (<https://scfirststeps.org/wp-content/uploads/2020/09/Strategic-Plan-20-25.pdf>) as follows:
  - a. List up to three Strategic Plan strategies that will be impacted by the proposed project, along with a brief (1-2 sentences) explanation for each.
  - b. List at least one Overarching Measure of Success that will be impacted by the proposed project, along with a brief (1-2 sentences) explanation for each.

### **SECTION 3 – Description of Capacity to Implement the Proposed Project:**

1. In addition to ECI Grant funds, describe the organization and partner resources, including staff and funding, that will be used to support this project. If the project is a multi-county collaboration, describe each Partnership's roles and responsibilities within the project.
2. Provide evidence of past successes with implementing similar projects or programs, including evidence of outcomes achieved, awards received, etc.
3. If applicable, address any outstanding Local Partnership compliance issues, how they are being addressed, and what impact those issues may have on the proposed project.

### **REQUIRED ATTACHMENTS (not included within the five-page limit):**

1. Detailed Budget, to include:
  - A budget for each participating partnership for each year of the project, including a description of how each proposed line item was calculated.
  - A list of other funding (SC First Steps and other) that will be used to support the project. If any participating Local Partnership had excessive (>15%) carryforward from FY20 to FY21 or anticipates having excessive carryforward from FY21 to FY22, the applicant must provide a justification of a) how excess carryforward is being, or will be, expended for other unmet needs; or b) how carryforward funding will be used to support the project.
  - If applicable, a description of how the project budget could be reduced so that grant reviewers can consider partial funding for cases where full funding would not be possible.
2. Letters of support or MOU's are required for all partners currently involved, or proposed to be involved, in the project including all participating Local Partnerships within a joint application signed by the ED and Board Chair. Other letters of support or MOU's may also be submitted.

### **SUBMISSION INSTRUCTIONS:**

**TBD: Obtaining ED and Board Chair signature on the application**

Submit the entire application - Narrative Sections 1-3 and Attachments combined as one PDF electronically to [grants@scfirststeps.org](mailto:grants@scfirststeps.org)

## Timeline for Submission and Review:

- March 1 – ECI Competitive Grant Application released
- April 1 - Program and Grants Committee meets – decision made on any Local Partnerships eligibility for ECI Competitive Grant (due to compliance issues)
- May 10 – Optional discussion with assigned Program Officer(s)
- May-June – Optional office hours on Wednesdays from 11am-12pm
- June 14 – Notice of intent to apply for ECI Competitive Grant due (optional submission of draft for review prior to final submission)
- July 9 – ECI Competitive Grant Application due
- July 6 to July 30– Review panel receives grant materials, conducts review, and provides scores for P&G Committee Recommendation
  - Note: Two-week time frame for review panel work
- August 5 – Program and Grants Committee meets to receive ECI Competitive Grants scores from external review panel and prepare recommendation for State Board
- August 19– State BOT approves ECI Competitive Grant awards
- September 1, 2021 – ECI Competitive Grants year begins (September 1, 2021 to August 31, 2022)

**Application Deadline: July 9, 2021**

**Please submit application packet to:**

[grants@scfirststeps.org](mailto:grants@scfirststeps.org) and cc: Program Officer

**For questions, contact:**

Betty Gardiner, Director of Grantmaking and Development  
803-734-0219/803-238-9054, [bgardiner@scfirststeps.org](mailto:bgardiner@scfirststeps.org)



**Funding Formula Grants/ Early Childhood Innovation Grants  
2021/2022  
TIMELINE/ KEY DATES**

March 1 – ECI Competitive Grant Application released

March 15 - FY 22 Formula Funding Grant Application released

**April 1 - Program and Grants Committee meets** – decision made on any Local Partnerships ineligible to apply for ECI Competitive Grant (due to compliance issues)

May 3 - FY 22 Funding Formula Grant Application due

June 14 – Notice of intent to apply for ECI Competitive Grant due (optional submission of draft for review prior to final submission)

**June 10-Program and Grants Committee meets** to prepare recommendations for FY22 Formula Funding Grant Application for State BOT

External Review Panel for ECI Competitive Grants – list of potential reviewers vetted

June 17 – State BOT approves FY 22 Funding Formula Grant Awards

July 1 – Funding Formula Grant year begins (July 1, 2021 to June 30, 2022)

July 9 – ECI Competitive Grant Application due

July 6 to July 30– Review panel receives grant materials, conducts review and provides scores for P&G Committee Recommendation

Note: Two-week time frame for review panel work

**August 5 – Program and Grants Committee meets** to receive ECI Competitive Grants scores from external review panel and prepare recommendation for State Board

August 19– State BOT approves ECI Competitive Grant awards

September 1, 2021 – ECI Competitive Grants year begins (September 1, 2021 to August 31, 2022)



## Strategic Planning and Evaluation Committee Meeting

**Monday, January 11, 2021, 1-2 PM via Zoom**

Members present: Dr. Amy Williams (Chair), Dave Morley, Jessica Mackey, Janie Neeley

Staff present: Chelsea Richard, Georgia Mjartan, Justina Siuba

### MINUTES

The meeting opened at 1:03 PM by welcoming new committee members, Jessica Mackey (Parent of a Young Child) and Janie Neeley (Parent of a Young Child), and a new staff person, Justina Siuba, who will serve as the Statewide Longitudinal Data System Project Coordinator.

The meeting was spent discussing the committee's thoughts on the long-term (K-12) outcomes and demographics for the South Carolina Early Learning Extension (SCELE) of the Statewide Longitudinal Data System. Justina Siuba will be facilitating the formation of the data governance committee for the SCELE, as well as convening advisory/focus groups of various stakeholders for input over the next several months.

For demographics, the committee discussed the differences between Individual Education and 504 Plans were discussed in depth, particularly around how to understand if they are meeting the child's needs. For long-term outcomes, there was a lot of discussion on informal assessments that may be a better measure of student progress than those that are more formal, especially through third grade. Further, there was great discussion about measures of college and career readiness, particularly around measuring the need for remedial education after high school.

Further discussion of these items, as well as what is of interest while the children are enrolled in the early care and education programs included in the SCELE (Head Start; Department of Social Services SC Voucher; CERDEP 4K (Department of Education and First Steps); First Steps Local Partnerships), will be ongoing for this committee.

The meeting adjourned at 2:12 PM.





To: SC First Steps Board of Trustees  
From: Georgia Mjartan  
Date: February 18, 2021

**Re: Executive Director's Report**

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First Steps 4K

**Governor's Emergency Education Relief (GEER) Funds**

- \$5 million to extend the school day and school year (summer) for First Steps 4K
- March 2020 – September 2022

**Enrollment and Capacity**

2020 – 2021 School Year, As of 2/10/2021

- Students Enrolled – 2249
- Students Served Year-to-Date – 2543
- Centers Offering First Steps 4K – 211
  - o 175 Summer
  - o 138 Extended Day

2021 – 2022 School Year, As of 2/10/2021

- Student Applications Received – 203

**Budget Considerations - Statewide Expansion of 4K, Tuition, & Flat Enrollment to Pre-COVID**

- Governor's Budget Includes Full-Funding for Statewide Expansion
- First Steps Budget Request –
  - o Full Expansion over 3 Years
  - o Recurring Funds to Remain at Pre-COVID Enrollment (flat)
  - o Tuition Increase from \$4600 to \$4800 base
- Supportive of consolidated proviso re: CERDEP

**What the Research Tells Us about 4K**

- Children who were exposed to and eligible for South Carolina's full day 4K program (CERDEP) had significantly higher math and reading scores and lower disciplinary actions, on average, in grades three through five than those not exposed and those not eligible.
- In CERDEP districts, a positive spillover effect benefiting other children, who were not eligible for the program but were in classrooms in later grades with children who were, was observed. These children had significantly higher math and reading scores, on average, in grades three through five.
- The impact was dramatic. Children who lived in a CERDEP district and were eligible for the program had, on average, math scores that were 18.6% higher and reading scores that were 18.4% higher than children who did not live in a CERDEP district and were not eligible for the program.



### Legislative Updates

- Budget Request: 4K & Outcomes and Accountability Data System
- **S512 & H3858** Establishes that teachers and support staff (Senate – “certified teachers” / House – “K-12 teachers”) would be included in **Phase 1a** of vaccine distribution plan. Introduced by Sen. Massey, Sen. Malloy, etc. and Rep. Ott, Rep. Collins, etc.
- **H3079** Study Committee to **Examine the Availability of High-Quality Childcare** in the State and Recommend Policies to Support the Development of More Widely Accessible High-Quality Providers Throughout the State, Introduced by Rep. Collins and Rep. Cobb-Hunter
- **S11 Paid Family Leave for State Employees.** Provides state employees 12 weeks of paid parental leave and would apply to those who give birth, adopt, or foster. Introduced by Sen. Darrell Jackson.

### Grants

#### **BlueCross BlueShield of South Carolina Foundation (due March 17)**

Current funding supports an early identification and referral program within three local First Steps partnerships (Beaufort, Charleston, Lexington) targeting Latino families with children 0-5 in collaboration with PASOs. Seeking opportunities with BCBSSCF to extend/expand funding beyond the current grant, which ends May 31, 2021.

#### **The Duke Endowment (due Feb.15) and the Doris Duke Charitable Foundation (due Feb. 26)**

First Steps plans to submit a co-funding opportunity to TDE and the DDCF to expand evidence-based, intensive parenting services to 250 families with children 0-5 annually who are receiving Family Preservation Services within the child welfare system, in partnership with multiple local First Steps partnerships and Parents As Teachers affiliates, SCDSS, SCIMHA, SCDMH, and the National Office of Parents as Teachers.

#### **Robert Wood Johnson Foundation (Letter of Intent due February 16)**

SC First Steps is being included as a partner within a research proposal to the RWJF by Dr. Iheoma U. Iruka, Research Professor of Public Policy and Director of the Early Childhood Health and Racial Equity Program at the Frank Porter Graham Child Development Institute at the University of North Carolina – Chapel Hill. The proposal is to conduct a formative evaluation on the impact of infusing positive racial identity formation principles within the Parents as Teachers service delivery model, specifically as it relates to serving highly vulnerable families involved in the child welfare system.

#### **Early Childhood Comprehensive Systems: Health Integration Prenatal-to-Three Program (due March 15)**

This federal grant opportunity from the Health Resources and Services Administration (HRSA) will provide five years of funding at a maximum of \$255,600 per year to build integrated maternal and early childhood systems of care for the prenatal to 3-year-old population. We have submitted a proposal to SCDHEC describing how the activities of the Early Childhood Advisory Council can support a potential ECCS application from South Carolina, specifically in regards to grant



requirements for inter-agency collaboration, integration of health within the state's B-5 strategic plan, and support for family leadership and voice.

#### Fundraising and Development

- End-of-Year Giving
- AmeriCorps MLK Day of Service Read Along and Book Distribution

#### Personnel

##### New Team Members

- Karen Oliver, Program Manager, Early Childhood Advisory Council
- Justina Siuba, Data Governance Coordinator
- Angelia Turner, Evaluation Coordinator
- Lareece Mack, Procurement Coordinator

##### Vacancies

- 4K Manager (Upstate / Midlands)
- Administrative Assistant, 4K
- Development Assistant
- Fiscal Specialist
- AmeriCorps Members (March 2<sup>nd</sup> is the final onboarding of this service year)

##### Your Voice Matters – Staff Survey

- 98% response rate
- 65% would highly recommend First Steps services (910 on a 1 – 10 scale)
- 44% would highly recommend First Steps as a place to work (9 or 10 on a 1 – 10 scale)



## Impact and Program Features of First Steps 4K: A Literature Review

In 2006, South Carolina began offering a full day 4K program for eligible children in certain parts of the state. South Carolina uses a mixed delivery system, with the program being offered in public schools, through the State Department of Education, and in private, nonprofit and faith-based childcare centers, through South Carolina First Steps.

### What the Research Tells Us About 4K in South Carolina

Dr. Breyon Williams, an economist at the University of South Carolina, conducted a quantitative study investigating the average impact of living in a CERDEP district at age 4 and being eligible for the program on outcomes in 3<sup>rd</sup> through 5<sup>th</sup> grade<sup>1</sup>. This study was published in a peer-reviewed journal, *Economics of Education Review*, in 2019.

His research found:

- Children who were exposed to and eligible for South Carolina's full day 4K program (CERDEP) had significantly higher math and reading scores and lower disciplinary actions, on average, in grades three through five than those not exposed and those not eligible.
- In CERDEP districts, a positive spillover effect benefiting other children, who were not eligible for the program but were in classrooms in later grades with children who were, was observed. These children had significantly higher math and reading scores, on average, in grades three through five.
- The impact was dramatic. Children who lived in a CERDEP district and were eligible for the program had, on average, math scores that were 18.6% higher and reading scores that were 18.4% higher than children who did not live in a CERDEP district and were not eligible for the program.

Across the country, studies show that children who attended a state-funded pre-K program had significantly higher levels of language and math skills in kindergarten, compared to those who did not have that experience<sup>2-5</sup>.

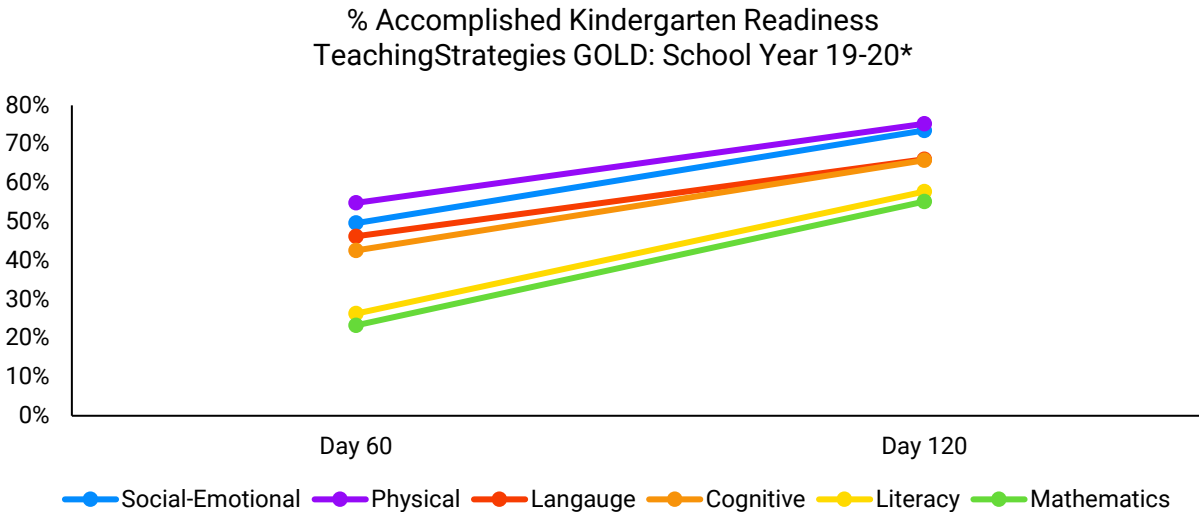
### First Steps 4K uses evidence-based curricula in approved, high-quality childcare centers and school settings.

Although the Montessori Method and High/Scope are supported, the large majority of our 4K programs implement Creative Curriculum<sup>®</sup> by Teaching Strategies. Creative Curriculum<sup>®</sup> is a developmentally appropriate, whole-child approach that is academically rigorous, aligned to South Carolina's Early Learning Standards<sup>6</sup>, and promotes social-emotional development<sup>7,8</sup>. All First Steps 4K students are assessed with GOLD<sup>®</sup> by Teaching Strategies, a birth through third grade tool. GOLD<sup>®</sup> is an observation-based formative assessment that supports differentiated

## Impact and Program Features of First Steps 4K: A Literature Review



effective instruction. Authentic performance and progress ratings guide the learning plan for each student. Students are assessed three times throughout a traditional school year.



\*Day 180 assessment not done in SY19-20 due to COVID-19

First Steps 4K employs Conscious Discipline, an evidence-based program to support social-emotional growth. Use of this curriculum is significantly associated with improved child-teacher interaction and children’s social-emotional skills and executive functioning<sup>9</sup>. The majority (85%) of First Steps 4K centers participate in the ABC Quality Rating System, and 72% of those are rated B or higher. First Steps 4K centers receive a materials grant worth \$10,000 to furnish their 4K classrooms with materials to support rich instructional environments.

### **First Steps 4K teachers are highly qualified and supported by ongoing professional development and intense coaching.**

Teachers in First Steps 4K classrooms are formally trained in early childhood development and are required to have at least an associate degree and be enrolled to complete a four-year degree within four years. A recent study showed no significant differences in child outcomes in the 4K year between classrooms where not all teachers had a four-year degree and those where all teachers had a four-year degree<sup>10</sup>. First Steps 4K has a team of 12 high-level coaches located throughout the state, who visit centers at least bi-weekly and provide ongoing technical assistance, coaching and mentoring, and professional development for teachers and directors. Right now, classroom visits take place virtually, but in-person visits will resume as soon as it is deemed safe. Annually, three large professional development events are hosted by our First Steps 4K team, Teacher and Director Academies and Palmetto Pre-K Jamboree.

## Impact and Program Features of First Steps 4K: A Literature Review



### First Steps 4K meets families where they are.

First Steps 4K takes place in a variety of settings from private childcare centers, faith-based centers, federal military centers, and charter schools throughout the state. First Steps 4K classrooms have the option to offer traditional (6.5 hours/day) or extended (8 hours/day) day and traditional (180 days) or extended (220 days) year options to families. Starting in summer 2021, rising four-year olds will be permitted to enroll, provided their 4<sup>th</sup> birthday is on or before September 1, the summer before they would be typically enrolled in a 4K classroom. This will enable some children to be served in a First Steps 4K classroom for close to 18 months!

Other program features include transportation and an accessible application process. Providers who provide transportation to their families receive an increased reimbursement rate. PalmettoPreK.org and Free4KSC.org are portals for families to learn about what they qualify for and what is available near them. We also run targeted marketing efforts throughout the year statewide to recruit families and providers. The entire application process for families is available online, and students can enroll on an ongoing basis throughout the school year.

We are adding new First Steps 4K classrooms every day, and we are excited to expand this program to serve more eligible students throughout the state!

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## Impact and Program Features of First Steps 4K: A Literature Review



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## First Steps All-Team Survey Full Report | January 2021

### Overview

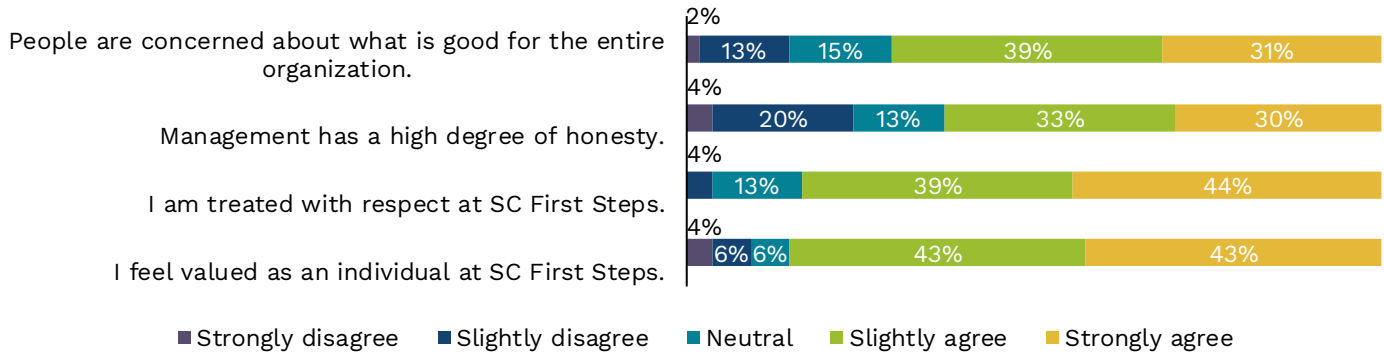
The First Steps Team Survey was administered December 9-10, 2020 and had 54 respondents (98% response rate). Most respondents reported being at the agency less than five years (78%). The racial/ethnic distribution of respondents was: 62% white; 31% Black; 4% multiple ethnicities or other; 2% Hispanic; 2% American Indian or Alaska Native. The team distribution of respondents was: 40% 4K; 25% Capacity Building; 19% Local Partnerships; 15% Finance and Administration. The Capacity Building team includes the Communications, Grant Making and Development, Early Childhood Advisory Council, and Strategic Impact teams.

**65%** would highly recommend First Steps services to a friend or family member

**44%** would highly recommend First Steps as a place to work to a friend or family member

### Overall Experience

Over 80% of respondents reported that they feel valued as an individual and are treated with respect. One in five respondents reported that they 'slightly disagree' that management has a high degree of honesty.



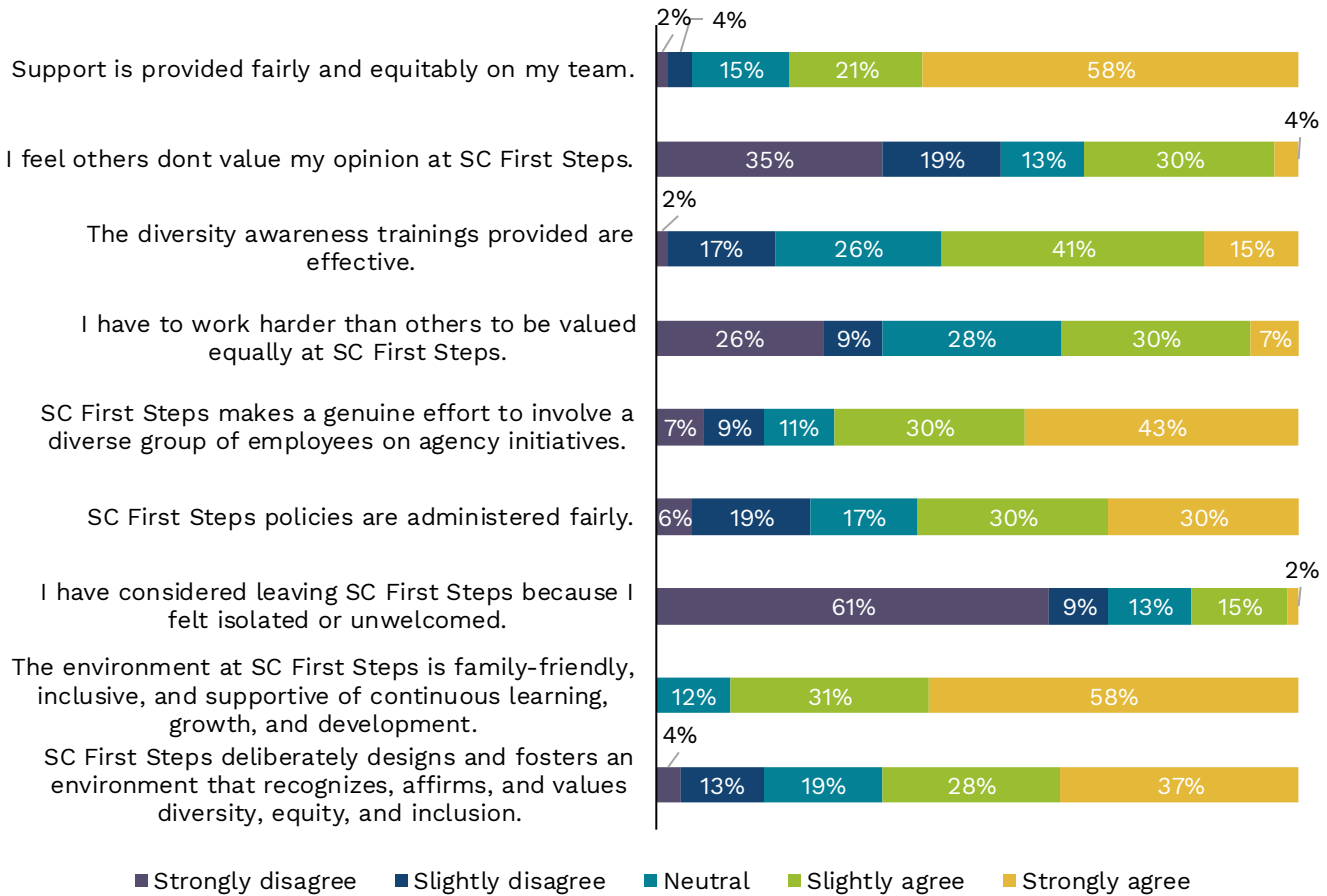
**“**  
**What is SC First Steps good at?**  
 From the perspective of being an employee, FS is very good at being a family friendly organization. FS is a forward thinking organization. The diversity of staff members provides for strategic planning to grow programs and supports to best meet the needs of children and families from all corners of the state.  
**”**

**“**  
**What could SC First Steps do better?**  
 We could use stronger communication loops. It is really hard to collaborate between departments and maintain cordial relationships.  
**”**



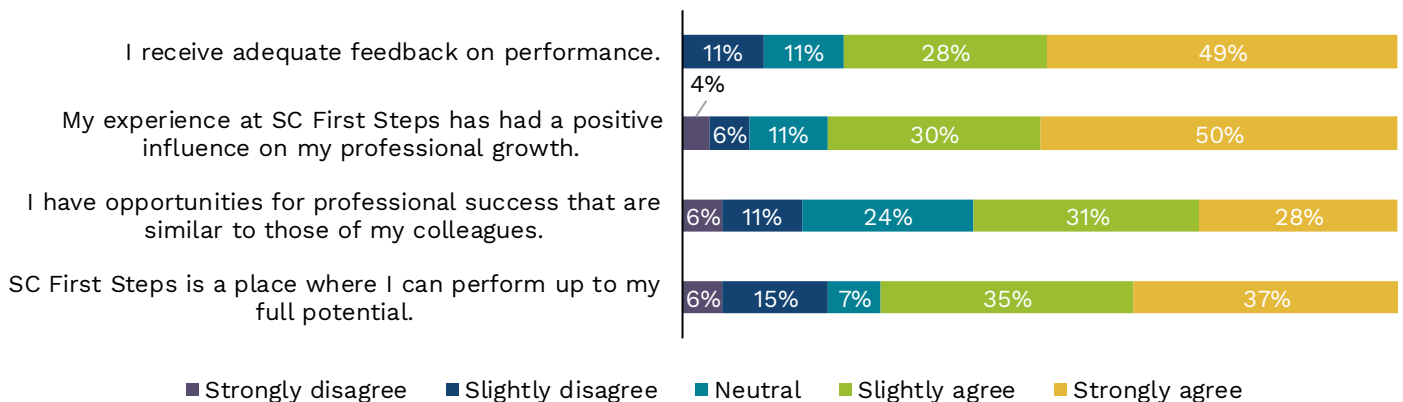
## Diversity, Equity, and Inclusion

More than half ‘strongly agreed’ that support is provided fairly and equitably on their team and that First Steps’ environment is family-friendly, inclusive, and supportive of continuous learning, growth, and development. Almost two-thirds ‘strongly disagreed’ that they have considered leaving First Steps because they felt isolated or unwelcomed. Over one-third ‘strongly disagreed’ that they feel others do not value their opinion at First Steps.



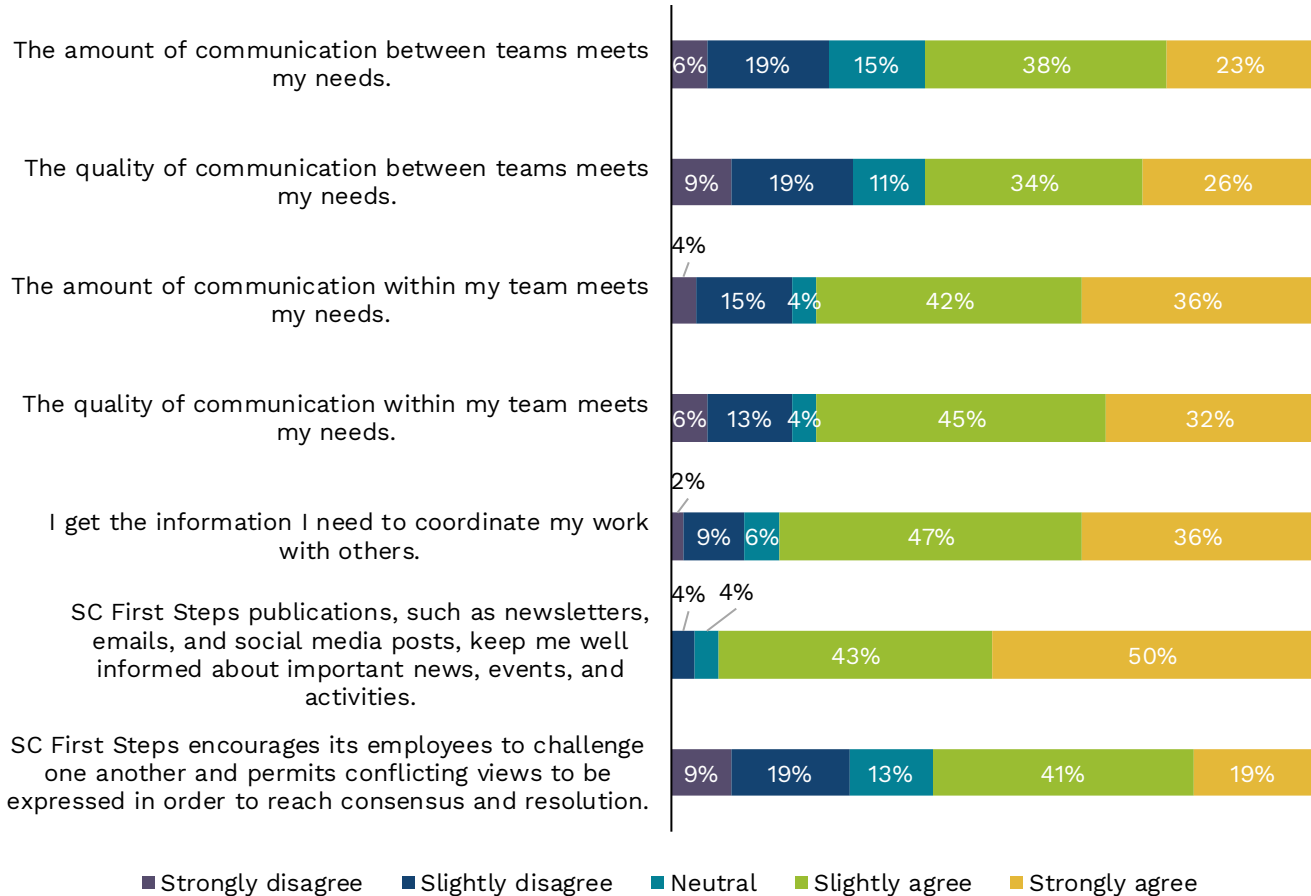
## Professional Development

Half of respondents ‘strongly agreed’ that they receive adequate feedback on performance and their experience at First Steps has had a positive influence on their professional growth. While 28% ‘strongly agreed’ that they have opportunities for professional success that are similar to those of their colleagues.



## Communications

Half of respondents ‘strongly agreed’ that First Steps publications, such as newsletters, emails, and social media posts, keep them well informed about important news, events, and activities. Less than 20% ‘strongly agreed’ that First Steps encourages its employees to challenge one another and permits conflicting views to be expressed in order to reach consensus and resolution.

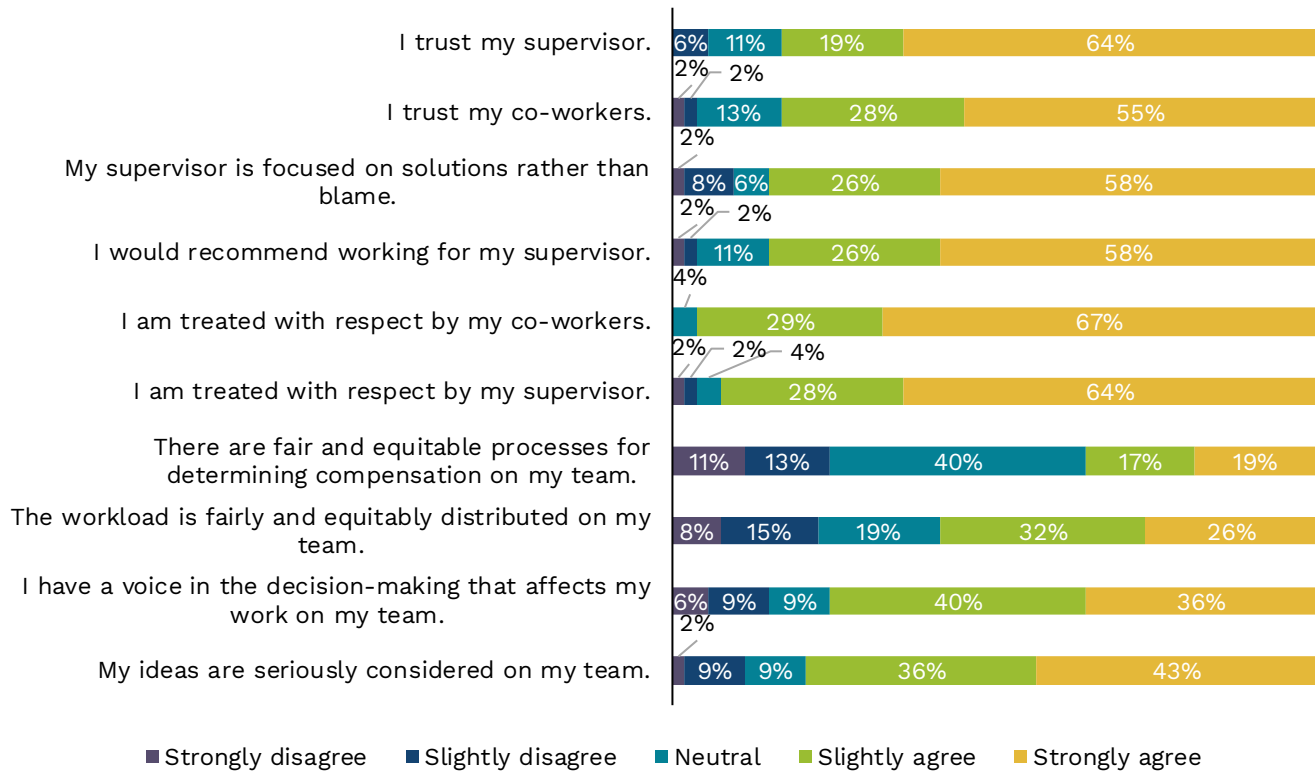


**“**  
**What is SC First Steps good at?**  
 Advocating for and leading the charge to support SC’s early learners and their families for success in school and life.  
**”**

**“**  
**What could SC First Steps do better?**  
 Improve their connection with each community through more departmental integration of information and project streamlining. This will allow for activities to seem less disjointed in the communities served  
**”**

## Team Dynamics

More than half of respondents ‘strongly agreed’ that they trust their supervisor and co-workers. Forty-percent responded ‘neutral’ to the statement: there are fair and equitable processes for determining compensation on my team.



## Next Steps

Senior managers will receive a team-specific report. Senior managers and the team supervisors will come together to decide how they are going to approach determining action items to address the survey results. The all-team survey will be administered regularly, at least on an annual basis.