

AGENCY NAME:	South Carolina First Steps to School Readiness		
AGENCY CODE:	H.63 (Department of Education)	SECTION:	First Steps

Fiscal Year 2017-18 Accountability Report

SUBMISSION FORM

AGENCY MISSION	Collaborating with other entities, First Steps helps South Carolina families and caregivers prepare their children for school success by maximizing public and private community resources to deliver, enhance, and expand high-quality early childhood services.
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AGENCY VISION	Every South Carolina child will be prepared for success in school.
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Please select yes or no if the agency has any major or minor (internal or external) recommendations that would allow the agency to operate more effectively and efficiently.

	Yes	No
RESTRUCTURING RECOMMENDATIONS:	☐	☒

Please identify your agency's preferred contacts for this year's accountability report.

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
PRIMARY CONTACT:	Georgia Mjartan	803-734-0391	gmjartan@scfirststeps.org
SECONDARY CONTACT:	Mark Barnes	803-734-8079	mbarnes@scfirststeps.org

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I have reviewed and approved the enclosed FY 2017-18 Accountability Report, which is complete and accurate to the extent of my knowledge.

AGENCY DIRECTOR (SIGN AND DATE):	
(TYPE/PRINT NAME):	Georgia Mjartan, Director

BOARD/CMSN CHAIR (SIGN AND DATE):	
(TYPE/PRINT NAME):	Julie Hussey, Vice Chair/Acting Board Chair

AGENCY NAME:	South Carolina First Steps to School Readiness		
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AGENCY'S DISCUSSION AND ANALYSIS

SC First Steps: 2018 in Review

FY18 was an important year for the state's comprehensive school readiness initiative, as SC First Steps oversaw the continued success of its 46 local partnerships, continued expanding the state's private four-year-old kindergarten program, received a seven-year statutory reauthorization, and welcomed a new Executive Director after a two year transition period.

During FY18, First Steps:

- Delivered more than **22,000 Parents as Teachers** home visits to the families of at-risk children. Client children **averaged 3.89 significant school readiness risk factors** (including poverty, low birth weight, lack of maternal education, abuse/neglect and foster care placements, and more), while their parents demonstrated **growth in both parenting skill and interactive literacy behaviors**.
- Enrolled and served **more than 2,600 children in 205 private First Steps 4K classrooms** in 64 school districts.
- Provided **comprehensive Early Head start services to 256 low-income infants and toddlers** through partnerships with 15 private preschools in 12 high-need South Carolina Counties.
- Delivered nearly **4,600 hours of on-site technical assistance** to South Carolina child care providers participating in quality-enhancement programming.
- Provided intensive, **high-quality professional development** to nearly 650 private 4K teachers and administrators.
- Offered – for the first time – **extended-day, extended-year, and summer school service options** designed to meet the needs of children and families enrolled in the First Steps 4K program.

Risk Assessment and Mitigation Strategies:

Should First Steps fail to meet its goals and objectives, South Carolina's young children will be less prepared for success in school and life. But it doesn't end there. The evidence-based strategies delivered by the initiative are documented by research to help *reduce* the occurrence of costly negative outcomes, including child abuse and neglect, poor health, special education placements, academic remediation, unemployment, incarceration and more. In this sense, the work of SC First Steps is not only advancing the long-term success and prosperity of its clients, but reducing substantial taxpayer burdens associated with a host of undesirable outcomes.

In order to promote success and mitigate against these negative outcomes, First Steps requires the ongoing support of its public and private partners, Governor McMaster, and the SC General Assembly.

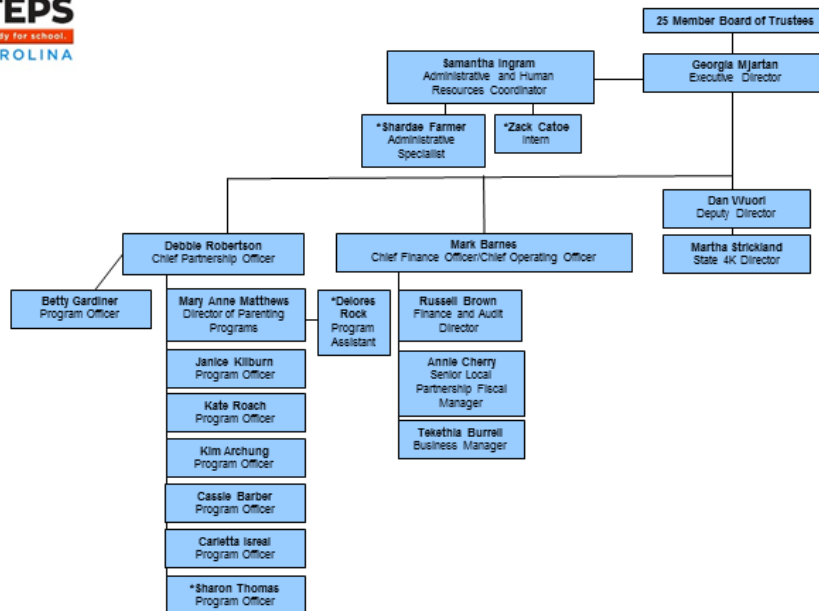
To mitigate against this failure and better ensure the success of the First Steps initiative, policy makers might:

- 1) Consider expanding the resources made available to local First Steps Partnerships – allowing for the expansion of evidence-based early childhood interventions proven to impact the long-term success and prosperity of their participants.
- 2) Make the statutory changes necessary to expand the Child Early Reading Development and Education Program (First Steps 4K) – currently limited to 64 school districts – available to all of the Palmetto State's at-risk four-year-olds.
- 3) Support First Steps' request for additional resources needed to optimally capture and report data on the success of the initiative and its participants.

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ORGANIZATIONAL CHART:

An organizational chart depicting the agency's first three levels of reporting is included below.



Organizational Chart

*Temporary (Hourly)

As of September 20, 2018

Agency Note: The strategic planning goals and strategies included below reflect those adopted by the SC First Steps Board of Trustees (Vision 2020 Strategic Plan) on December 3, 2015. Please note that this plan contains both goals that lend themselves well to the provision of quantitative output/outcome data and process, governance, and collaboration goals that are not easily depicted in this format. In an effort to depict the full plan, all adopted goals and strategies are included below, with measures and associated data included as available and pertinent. Note that while the 2015 plan includes references to BabyNet the program transitioned to the SC Department of Health and Human Services on July 1, 2017.

Statewide Enterprise Strategic Objective	Type	Item #			Description	2017-18			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure	
		Goal	Strategy	Measure		Base	Target	Actual					
Education, Training, and Human Development	G	1			Further expand access to high-quality early care, education, and early literacy services, particularly in the Abbeville plaintiff districts.								
	S		1.1		Promote the implementation of evidence-based early care and education programming by local partnership boards.								
	M			1.1.1	Number of Parents as Teachers home visits delivered to high risk families.	19,550	Variable based on strategy funding by local partnerships.	22,267	July 1, 2017-30, 2018	June	FSDC Data System	Number of Parents as Teachers home visits delivered to high risk families.	Measure of service delivery to high-risk families.
	M			1.1.2	Duration of Parents as Teachers home visits.	20,953 hours	Variable based on strategy funding by local partnerships.	24,887	July 1, 2017-30, 2018	June	FSDC Data System	Duration of Parents as Teachers home visits.	Measure of service intensity.
	M			1.1.3	Average Parents as Teachers visits per client, per month.	2.2	2 or more required	2.25	July 1, 2017-30, 2018	June	FSDC Data System	Average Parents as Teachers visits per client, per month.	Measure of service intensity, success in meeting First Steps accountability standards.
	M			1.1.4	Average Number of PAT Client Risk Factors	2.96	2 or more required for at least 60% of clients served.	3.89	July 1, 2017-30, 2018	June	FSDC Data System	Average number of client risk factors	Measure of First Steps success in reaching high-risk clients.
	M			1.1.5	Percentage of Parents as Teachers clients with 2 or more school readiness risk factors.	94.8	60% or greater required	85.90%	July 1, 2017-30, 2018	June	FSDC Data System	Percentage of Parents as Teachers clients with 2 or more school readiness risk factors.	Measure of First Steps success in reaching high-risk clients.
	M			1.1.6	Average Adult-Child Interactive Reading Inventory (ACIRI) gain among adult PAT clients	15% gain (.45 on 3 point scale)	10% or greater	14.6% gain (.44 on a 3 point scale)	July 1, 2017-30, 2018	June	FSDC Data System	Average Adult-Child Interactive Reading Inventory (ACIRI) Gains among adult PAT clients	Measure of improvement in parental literacy behaviors.
	M			1.1.7	Average Adult-Child Interactive Reading Inventory (ACIRI) gain among child PAT clients	17% gain (.51 on 3 point scale)	10% or greater	17.33% gain (.45 on a 3 point scale)	July 1, 2017-30, 2018	June	FSDC Data System	Average Adult-Child Interactive Reading Inventory (ACIRI) Gains among child PAT clients	Measure of improvement in child literacybehaviors.
	M			1.1.8	Number of child care providers participating in intensive facility quality enhancement efforts (via local partnerships).	130	Variable based on strategy funding by local partnerships.	128	July 1, 2017-30, 2018	June	FSDC Data System	Number of child care providers participating in intensive facility quality enhancement efforts (via local partnerships).	Measure of success in providing quality enhancement services to SC child care providers.

Agency Note: The strategic planning goals and strategies included below reflect those adopted by the SC First Steps Board of Trustees (Vision 2020 Strategic Plan) on December 3, 2015. Please note that this plan contains both goals that lend themselves well to the provision of quantitative output/outcome data and process, governance, and collaboration goals that are not easily depicted in this format. In an effort to depict the full plan, all adopted goals and strategies are included below, with measures and associated data included as available and pertinent. Note that while the 2015 plan includes references to BabyNet the program transitioned to the SC Department of Health and Human Services on July 1, 2017.

Statewide Enterprise Strategic Objective	Type	Item #			Description	Base	2017-18	Actual	Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure			Target					
	M			1.1.9	Hours of on-site technical assistance provided to child care centers participating in intensive facility quality enhancement efforts (via local partnerships).	5329.5	Variable based on strategy funding by local partnerships.	4,587.50	July 1, 2017-30, 2018	JuneFSDC Data System	Hours of on-site technical assistance provided to child care centers participating in intensive facility quality enhancement efforts (via local partnerships).	Measure of service intensity.
	M			1.1.10	Difference in average pre-assessment with Early Childhood Environment Rating Scale compared to average post-assessment among child care centers participating in intensive quality enhancement.	16.3% gain in assessed center quality (1.14 on 7 point scale from initial baseline to current)	10% or greater	12.5% gain in assessed center quality (.88 on a 7 point scale.*FY18 data reflects single year gain)	July 1, 2017-30, 2018	JuneFSDC Data System	Difference in average pre-assessment with Early Childhood Environment Rating Scale compared to average post-assessment among child care centers participating in intensive quality enhancement.	Measure of First Steps' success in improving child care quality.
	S		1.2		Collaborate with agency partners to support and cross-promote existing [early childhood] quality efforts.							
	-											
	S		1.3		Increase participation in the First Steps 4K program among both providers and families.							
	-			1.3.1	Expand the number of private preschool providers participating in the First Steps 4K program.	187 providers, 205 classrooms	198	202 providers, 219 classrooms (Sept. 2018)	2017-2018 school year	ChildPlus	Numer of participating providers ad associated classrooms	Measure of success in expanding provider network
	-			1.3.2	Expand student enrollment within the First Steps 4K program	2,116 (2,535 total served during 16-17)	2,250	2,646 total children served during 2017-2018	Total Students Served During 2017-2018 School Year	ChildPlus	Numer of students enrolled	Measure of success in expanding student enrollment.
	S		1.4		Pursue opportunities designed to expand access to high-quality early childhood education services.							
	-											
	S		1.5		Add staffing capacity and new access points within the BabyNet system, with the goals of improving community based access in underserved communities and a more timely, compliant eligibility process. (NOTE: BabyNet transitioned to the SC Department of Health and Human Services on July 1, 2017.)							
	M											
Education, Training, and Human Development	G	2			Enhance/expand comprehensive services to children 0-5 and the families/caregivers who support them, recognizing families are the first and best teachers of their children.							
	S		2.1		Increase grant allocations to local partnerships designed to expand service access and support partnerships in their delivery of new core services established by Act 287 of 2014.							
	-											
	S		2.2		Successfully implement the agency's Early Head Start-Child Care Partnerships grant in 12 SC counties.							
	M			2.2.1	Number of child care providers contracted and trained to provide Early Head Start model to low-income infants and toddlers in 12 SC counties.	15	15	15	FY18	SC First Steps	Number of contracted providers (EHS Round 1)	Measure of success in enrolling Early Head Start providers.

Agency Name:SC FIRST STEPS TO SCHOOL READINESS

Agency Code:H620Section:25

Agency Note: The strategic planning goals and strategies included below reflect those adopted by the SC First Steps Board of Trustees (Vision 2020 Strategic Plan) on December 3, 2015. Please note that this plan contains both goals that lend themselves well to the provision of quantitative output/outcome data and process, governance, and collaboration goals that are not easily depicted in this format. In an effort to depict the full plan, all adopted goals and strategies are included below, with measures and associated data included as available and pertinent. Note that while the 2015 plan includes references to BabyNet the program transitioned to the SC Department of Health and Human Services on July 1, 2017.

Statewide Enterprise Strategic Objective	Type	Item #			Description	Base	2017-18	Actual	Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure			Target					
	M			2.2.2	Number of low-income infants and toddlers enrolled in Early Head Start services.	254	254	254	FY18	ChildPlus	Numer of Students Enrolled (Round 1)	Measure of success in enrolling students to grant capacity of 254.
	M			2.2.3	Percentage of enrolled, at-risk children meeting or exceeding age-level expactations in literacy.	N/A	75%	89.96%	Dec-17	Teaching Strategies GOLD	Teaching Strategies GOLD	Measure of age-appropriate literacy attainment among high-risk infants and toddlers.
	M			2.2.4	Percentage of enrolled, at-risk children meeting or exceeding age-level expactations in mathematics.	N/A	75%	83.27%	Dec-17	Teaching Strategies GOLD	Teaching Strategies GOLD	Measure of age-appropriate literacy attainment among high-risk infants and toddlers.
	M			2.2.5	Percentage of enrolled children meeting or exceeding age-level expactations in social-emotional development.	N/A	75%	88.70%	Dec-17	Teaching Strategies GOLD	Teaching Strategies GOLD	Measure of age-appropriate literacy attainment among high-risk infants and toddlers.
Education, Training, and Human Development	G	3			Increase understanding of school readiness domains and assessment and "what works" to help young children succeed. Make information easily accessible in all communities and for all families.							
	S		3.1		Increase understanding of school readiness domains, assessment, and “what works” to help young children succeed. Make information easily accessible in all communities and for all families.							
	-											
Government and Citizens	G	4			Build state and local capacity by strengthening interagency collaboration, public-private partnerships, strengthening techniual assistance and leadership development for early childhood partnerships statewide.							
	S		4.1		Establish state-local teams, designed to ensure clear communication and synergy between local partnerships and state-level programming (technical assistants, 4K, BabyNet and EHS).							
	-											
	S		4.2		Establish an Executive Director Council, mirroring the state board structure, designed to expand local input and engage local stakeholders in key policy decisions.							
	-											
	S		4.3		First Steps will create - in collaboration with agency partners - enhanced TA support/professional development networks to provide professional support and collaboration opportunities for local child care TAs and parent educators.							
	-											
	S		4.4		Identify collective impact goals and best practices related to interagency and state/local collaboration opportunities.							
	-											
	S		4.5		Develop – or actively participate in an existing - interagency strategic planning/needs assessment process designed to improve access to early childhood mental health (social emotional) resources.							
	-											
Government and Citizens	G	5			Enhance systems of support for local partnerships, BabyNet providers, Early Head Start-Child Care Partnerships and 4K families.							

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Statewide Enterprise Strategic Objective	Type	Item #			Description	Base	2017-18	Actual	Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure			Target					
	S		5.1		Add technical assistance resources in areas of identified partnership need, including the expansion of child-care, marketing-, evaluation-, and resource development-focused technical assistance in state office.							
	-											
	S		5.2		Develop, distribute and provide on-site support for tools to build capacity within local boards.							
	-											
	S		5.3		Support increased professional development on issues of equity and diversity.							
	-											
	S		5.4		Support increased technical assistance to 4K providers.							
	M			5.4.1	4K classroom staff attending 4-day First Steps 4K Teacher Academy for high-quality professional development	425	425	385 - Note prior figure included public school teachers who were unable to attend in 2018.	2018 Academy	SC First Steps	Attendance count	Number of teachers provided with intensive, multi-day professional development specific to 4K.
	M			5.4.2	4K administrators attending 2-day First Steps 4K Leadership Academy for high-quality professional development (August 10-11, 2017).	220	220	229	2018 Academy	SC First Steps	Attendance count	Number of administrators provided with intensive, multi-day professional development specific to 4K.
	S		5.5		Support increased technical assistance to EHS-CCP providers.							
	-											
	S		5.6		Support increased technical assistance to BabyNet service providers.							
	-											
Education, Training, and Human Development	G	6			Examine and strengthen early childhood transitions for children among SC's early childhood system partners to ensure continuity of care and healthy development.							
	S		6.1		Collaborate with key interagency partners in an effort to strengthen programmatic accountability and transitions (4K to 5K, BabyNet to Part B, Early Head Start to Head Start)							
	-											
Government and Citizens	G	7			Develop a system of shared, interagency accountability (state and local, public and private) by developing a shared data system, an inventory of services to children 0-5, and an interagency children's budget.							
	S		7.1		Complete an inventory of statewide children's services, to include funding streams, ages and geographies served.							
	-											
	S		7.2		Task the interagency collaboration committee with studying the feasibility of an interagency data system or additional data sharing.							

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		Goal	Strategy	Measure		Base	Target	Actual				
Education, Training, and Human Development	G	1			Further expand access to high-quality early care, education, and early literacy services, particularly in the Abbeville plaintiff districts.							
	S		1.1		Promote the implementation of evidence-based early care and education programming by local partnership boards.							
	M			1.1.1	Number of Parents as Teachers home visits delivered to high risk families.	22,267	Variable based on funding by local partnerships	TBD	July 1, 2018-June 30, 2019	FSDC Data System	Number of Parents as Teachers home visits delivered to high risk families.	Measure of service delivery to high-risk families.
	M			1.1.2	Duration of Parents as Teachers home visits.	24,887	Variable based on funding by local partnerships	TBD	July 1, 2018-June 30, 2019	FSDC Data System	Duration of Parents as Teachers home visits.	Measure of service intensity.
	M			1.1.3	Average Parents as Teachers visits per client, per month.	2.25	2 or more required	TBD	July 1, 2018-June 30, 2019	FSDC Data System	Average Parents as Teachers visits per client, per month.	Measure of service intensity, success in meeting First Steps accountability standards.
	M			1.1.4	Average Number of PAT Client Risk Factors	3.89	2 or more required for at least 60% of clients	TBD	July 1, 2018-June 30, 2019	FSDC Data System	Average number of client risk factors	Measure of First Steps success in reaching high-risk clients.
	M			1.1.5	Percentage of Parents as Teachers clients with 2 or more school readiness risk factors.	85.9	60% or greater required	TBD	July 1, 2018-June 30, 2019	FSDC Data System	Percentage of Parents as Teachers clients with 2 or more school readiness risk factors.	Measure of First Steps success in reaching high-risk clients.
	M			1.1.6	Average Adult-Child Interactive Reading Inventory (ACIRI) gain among adult PAT clients	14.6% gain (.44 on a 3 point scale)	10% or greater	TBD	July 1, 2018-June 30, 2019	FSDC Data System	Average Adult-Child Interactive Reading Inventory (ACIRI) Gains among adult PAT clients	Measure of improvement in parental literacy behaviors.
	M			1.1.7	Average Adult-Child Interactive Reading Inventory (ACIRI) gain among child PAT clients	17.33% gain (.45 on a 3 point scale)	10% or greater	TBD	July 1, 2018-June 30, 2019	FSDC Data System	Average Adult-Child Interactive Reading Inventory (ACIRI) Gains among child PAT clients	Measure of improvement in child literacybehaviors.
	M			1.1.8	Number of child care providers participating in intensive facility quality enhancement efforts (via local partnerships).	128	Variable based on funding by local partnerships	TBD	July 1, 2018-June 30, 2019	FSDC Data System	Number of child care providers participating in intensive facility quality enhancement efforts (via local partnerships).	Measure of success in providing quality enhancement services to SC child care providers.

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		Goal	Strategy	Measure		Base	Target	Actual				
	M			1.1.9	Hours of on-site technical assistance provided to child care centers participating in intensive facility quality enhancement efforts (via local partnerships).	4,587.50	Variable based on funding by local partnerships	TBD	July 1, 2018-June 30, 2019	FSDC Data System	Hours of on-site technical assistance provided to child care centers participating in intensive facility quality enhancement efforts (via local partnerships).	Measure of service intensity.
	M			1.1.10	Difference in average pre-assessment with Early Childhood Environment Rating Scale compared to average post-assessment among child care centers participating in intensive quality enhancement.	12.5% gain (.88 on a 7 point scale. *FY18 data reflects single year gain.	10% or greater	TBD	July 1, 2018-June 30, 2019	FSDC Data System	Difference in average pre-assessment with Early Childhood Environment Rating Scale compared to average post-assessment among child care centers participating in intensive quality enhancement.	Measure of First Steps' success in improving child care quality.
	S		1.2		Collaborate with agency partners to support and cross-promote existing [early childhood] quality efforts.							
	-											
	S		1.3		Increase participation in the First Steps 4K program among both providers and							
	-			1.3.1	Expand the number of private preschool providers participating in the First Steps 4K program.		202 (8% increase)	202 providers, 219 classrooms	2018-2019 school year	ChildPlus	Numer of participating providers and associated classrooms	Measure of success in expanding provider network
	-			1.3.2	Expand student enrollment within the First Steps 4K program	2,646	2857 (8% increase)	TBD	Total Students Served During 2018-2019 School Year	ChildPlus	Numer of students enrolled	Measure of success in expanding student enrollment.
	S		1.4		Pursue opportunities designed to expand access to high-quality early childhood education services.							
	-											
	S		1.5		Add staffing capacity and new access points within the BabyNet system, with							
	M											
Education, Training, and Human Development	G	2			Enhance/expand comprehensive services to children 0-5 and the							
	S		2.1		Increase grant allocations to local partnerships designed to expand service							
	-											
Education, Training, and Human Development	G	3			Increase understanding of school readiness domains and assessment and "what works" to help young children succeed. Make information easily accessible in all communities and for all families.							

Agency Name:

SC FIRST STEPS TO SCHOOL READINESS

Agency Code:

H620

Section:

25

Strategic Planning and Performance Measurement Template

Agency Note: The strategic planning goals and strategies included below reflect those adopted by the SC First Steps Board of Trustees (Vision 2020 Strategic Plan) on December 3, 2015. Please note that this plan contains both goals that lend themselves well to the provision of quantitative output/outcome data and process, governance, and collaboration goals that are not easily depicted in this format. In an effort to depict the full plan, adopted goals and strategies are included below, with measures and associated data included as available and pertinent. Because First Steps will not operate BabyNet or Early Head Start programming during FY19, strategies specific to these programs have been deleted from the 2018-2019 table below.

Statewide Enterprise Strategic Objective	Type	Item #			Description	2018-19			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	S		3.1		Increase understanding of school readiness domains, assessment, and “what							
	-											
Government and Citizens	G	4			Build state and local capacity by strengthening interagency collaboration, public-							
	S		4.1		Establish state-local teams, designed to ensure clear communication and							
	-											
	S		4.2		Establish an Executive Director Council, mirroring the state board structure,							
	-											
	S		4.3		First Steps will create - in collaboration with agency partners - enhanced TA							
	-											
	S		4.4		Identify collective impact goals and best practices related to interagency and							
	-											
	S		4.5		Develop – or actively participate in an existing - interagency strategic							
	-											
Government and Citizens	G	5			Enhance systems of support for local partnerships, BabyNet providers, Early							
	S		5.1		Add technical assistance resources in areas of identified partnership need,							
	-											
	S		5.2		Develop, distribute and provide on-site support for tools to build capacity							
	-											
	S		5.3		Support increased professional development on issues of equity and diversity.							
	-											
	S		5.4		Support increased technical assistance to 4K providers.							
					4K classroom staff attending 4-day First Steps 4K Teacher Academy for high-	385	423 (10% increase)	TBD	2019 Academy	SC First Steps	Attendance count	Number of teachers provided with intensive, multi-day professional development specific to 4K
	-				4K administrators attending 2-day First Steps 4K Leadership Academy for high-	229	252 (10% increase)	TBD	2019 Academy	SC First Steps	Attendance count	Number of administrators provided with intensive, multi-day professional development specific to 4K
	-											
Education, Training, and Human Development	G	6			Examine and strengthen early childhood transitions for children among SC’s							
	S		6.1		Collaborate with key interagency partners in an effort to strengthen							
	-											
Government and Citizens	G	7			Develop a system of shared, interagency accountability (state and local, public							
	S		7.1		Complete an inventory of statewide children’s services, to include funding							
	-											
	S		7.2		Task the interagency collaboration committee with studying the feasibility of an							
	-											

Agency Name: SC FIRST STEPS TO SCHOOL READINESS

Fiscal Year 2017-2018
Accountability Report

Agency Code: H620 Section: 025

Program Template												
Program/Title	Purpose	FY 2017-18 Expenditures (Actual)					FY 2018-19 Expenditures (Projected)					Associated Measure(s)
		General	E.I.A.	Private/Medicaid	Federal	TOTAL	General	E.I.A.	Private	Federal	TOTAL	
				Private								
Early Childhood Services	Local First Steps Partnerships, Partnership Accounting and Finance Support, Audit and Technical Assistance		\$ 16,205,594	\$ 116,067		\$ 16,321,661		\$ 16,608,783	\$ 434,559		\$ 17,043,342	1.1.1-1.1.10,
First Steps 4K	Private four-year-old kindergarten expansion under 59-156-110.	\$ 6,484,700	\$ 8,210,507			\$ 14,695,207	\$ 6,521,510	\$ 9,767,864			\$ 16,289,374	1.3.1, 1.3.2, 5.4.1, 5.4.2
Early Head Start	Comprehensive early childhood services for low-income infants and toddlers enabled via federal grant funds.				\$ 7,104,612	\$ 7,104,612				\$ 4,362,142	\$ 4,362,142	2.2.1-2.2.5
				Medicaid								
BabyNet	South Carolina's special education program for infants and toddlers under Part C of the federal Individuals with Disabilities Education Act (IDEA)		\$ 555,667	\$ 185,245		\$ 740,912					\$ -	NA - BabyNet transitioned to DHHS on July 1 ,2017. Expenses incurred during 2018 were associated with closeout obligations from the prior year.
				Private								
Policy & Accountability	Administrative, Finance and Audit, Procurement, Information Technology, Human Resources, Board of Trustees		\$ 1,041,462	\$ 77,237		\$ 1,118,699		\$ 2,959,580	\$ 1,386,441		\$ 4,346,021	All measures
		\$ 6,484,700	\$ 26,013,230	\$ 378,549	\$ 7,104,612	\$ 39,981,091	\$ 6,521,510	\$ 29,336,227	\$ 1,821,000	\$ 4,362,142	\$ 42,040,879	

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Legal Standards Template

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?	<i>If yes, what type of service or product?</i>	<i>If other service or product, please specify what service or product.</i>
1	59-152-10 thru 59-152-160	State	Statute	The South Carolina First Steps to School Readiness is a comprehensive, results-oriented initiative for improving early childhood development by providing, through local partnerships, public and private funds, and support for high-quality early childhood development and education services for children by providing support for their families' efforts toward enabling their children to reach school ready to succeed. The organization was created as a tax exempt orgainzation under section 501 (c)(3) with Act 99 in 1999.	Yes	Yes	Other service or product our agency must/may provide	High-quality early childhood development and education service
2	59-152-10 thru 59-152-160	State	Statute	Statute was updated in 2014 with a number of changes to the statute. Modifications included a long range plan requirement, changes in membership of the Board of Directors, direction in relation to allocation funding for local partnerships, and others.	Yes	Yes	Other service or product our agency must/may provide	High-quality early childhood development and education service
3	63-11-1710 thru 1750	State	Statute	Statute creates the First Steps to School Readiness Board of Trustees whose purpose is to oversee the South Carolina First Steps to School Readiness initiative, a broad range of innovative early childhood development and education, family support, health services, and prevention efforts to meet critical needs of South Carolina's children through the awarding of grants to partnerships at the county level as provided for in Section 59-152-90. Statute was created in Act 361 in 2008. Act also creates the SC Advisory Council. This council is formed to fulfill the responsibilities under 42 U.S.C. Section 9837b(b)(1)(D)(i) of the Improving Head Start for School Readiness Act of 2007.	Yes	Yes	Other service or product our agency must/may provide	High-quality early childhood development and education service
4	63-11-1710 thru 1750	State	Statute	Act was modified in 2014 with a number of modifications. They include the addition of the Early Childhood Advisory Council responsibilities and additional BabyNet responsibilities.	No	No		
5	59-156-110	State	Statute	Statute spells out the responsibilities for the State Department of Education and SC First Steps to School Readiness for the Child Early Reading Development and Education Program, or the states 4 year old kindergarten program. The statute restates much of the content in provisos include in the SFY 2015 appropriations act. Statute was created in 2014 with Act 284.	Yes	Yes	Other service or product our agency must/may provide	High-quality early childhood development and education service
6	Provisos 1.58 and 1A.30 (SDE: Full Day 4K)	State	Proviso	Companion provisos (General Fund and EIA) set the funding and geographical parameters of the SC Early Reading and Child Development Program per Act 284 of 2014 (Read to Succeed).	Yes	Yes	Distribute funding to another entity	High-quality early childhood development and education service
7	Proviso 1.68 (SDE: First Steps 4K Technology)	State	Proviso	Proviso allows for unspent funds from the previous state fiscal year in the 4K Program to be used for specified information technology needs.	Yes	Yes	Other service or product our agency must/may provide	High-quality early childhood development and education service
8	Provisos 1.72 and 1A.65 (SDE: CDEPP Unexpended Funds)	State	Proviso	Companion provisos (General Fund and EIA) permit First Steps to retain and utilize up to \$1M in unexpended 4K funding from the prior fiscal year for the purpose of improving classroom quality. Establishes the option of delivering extended-day, extended-year and summer programs in the event of available carry forward.	No	Yes	Other service or product our agency must/may provide	High-quality early childhood development and education service
9	Proviso 1.85 (SDE: Military Child Care Centers)	State	Proviso	Proviso allows SC First Steps to deliver CERDEP 4K program in military child care centers monitored by the US Department of Defense.	Yes	Yes	Other service or product our agency must/may provide	High-quality early childhood development and education service
10	Proviso 1.86 (SDE: First Steps 4K Underserved Communities)	State	Proviso	Proviso authorizes First Steps to create a pilot program through which grants of up to \$30,000 may be awarded for the purpose of creating new 4K classroom enrollment capacity in underserved communities.	Yes	Yes	Distribute funding to another entity	
11	Proviso 1A.09	State	Proviso	Proviso directs payment of teacher supply funds to individuals, including teachers serving in private First Steps 4K classrooms.	No	No	Distribute funding to another entity	

12	Proviso 1A.55 (SDE-EIA: CDEPP Student Information and Reporting)	State	Proviso	State Department of Education and SC First Steps to School Readiness required to acquire unique student numbers and report that. SDE and First Steps required to provide information to Education Oversight Committee.	No	Yes	Report our agency must/may provide	
13	Proviso 117.98 (GP: BabyNet Quarterly Reports)	State	Proviso	Requires BabyNet partner agencies to report their program expenditures quarterly to House Ways and Means and Senate Finance.	No	Yes	Report our agency must/may provide	
14	Proviso 117.119 (First Steps Reauthorization)	State	Proviso	Reauthorizes First Steps for the duration of FY18.	No	No		
15	Title 12-6-5060	State	Statute	Creates tax check off donation to the First Steps to School Readiness Fund.	No	No		
16	PL 110-134	Federal	Statute	Federal Head Start Act, governing operations of Early Head Start Program	Yes	Yes	Other service or product our agency must/may provide	High-quality early childhood development and education service

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Customer Template

Divisions or Major Programs	Description	Service/Product Provided to Customers	Customer Segments	Demographics.
Early Childhood Services	SC First Steps serves as a grantor and provides oversight and techical assistance to 46 local non-profit First Steps partnerships charged under state law with meeting local school readiness needs.	Oversight of the finances and programming of 46 local First Steps partnerships.	General Public	Approximate 336,000 young SC children under the age of five.
First Steps 4K	First Steps adminsters publicly-funded four-year-old kindergarten within a network of 198 (Sept. 2016) private, community- and faith-based preschool providers.	Oversight and technical assistance to ensure compliant, high-quality service delivery in 198 private preschool settings.	General Public	Legally operating child care centers serving age-, income- and geographically-eligible children residing in 64 SC school districts.
First Steps 4K	First Steps provides publicly-funded four-year-old kindergarten within a network of 198 (Sept. 2016) private, community- and faith-based preschool providers to more than 2,400 eligible four-year-old children in 64 SC school districts.	Provision of tuition and transportation payment for age-, income- and geographically-eligible children and their families.	General Public	Eligible children must be four year of age by September 1, reside in a school district specified by the SC General Assembly and qualify for free- or reduced-price school lunches or Medicaid.
Early Head Start	First Steps served as an Early Head Start grantee during FY18, serving 256 low-income infants and toddlers in 15 private child care settings in 12 SC counties.	Provison of comprehensive, center based early childhood education and family support services.	General Public	Eligible children must be between the ages of 0-3, reside in an eligible county and qualify due to an income at or beow the federal poverty level.
Early Head Start	First Steps served as an Early Head Start grantee during FY18, serving 256 low-income infants and toddlers in 15 private child care settings in 12 SC counties.	Oversight and technical assistance to ensure compliant, high-quality EHS service delivery in 15 private preschool settings.	General Public	Licensed child care centers selcted via competitive application process in 12 SC counties.

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Partner Template

Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
Local First Steps Partnerships	Non-Governmental Organization	First Steps' local partnership grantees deliver needed early childhood education services in each of the state's 46 counties.	1, 2, 3, 4, 5, 6, 7
Private 4K Service Providers	Private Business Organization	Currently 202 private preschool providers partner with SC First Steps to ensure the delivery of high-quality four-year-old kindergarten in 64 SC school districts.	1, 2, 3, 4, 5, 6, 7
Private Early Head Start Service Providers	Private Business Organization	15 licensed child care providers selected through a competitive application process in 12 SC counties.	1, 2, 3, 4, 5, 6, 7
Department of Disabilities and Special Needs (DDSN)	State Government	DDSN is a valued partner and service provider within the interagency BabyNet system. Agency Director Mary Poole sits on the SC First Steps Board of Trustees.	1, 2, 3, 4, 5, 6, 7
SC Department of Social Services	State Government	DSS is a valued partner in the areas of child care and child welfare. Acting Agency Director Joan Meacham sits on the SC First Steps Board of Trustees.	1, 2, 3, 4, 5, 6, 7
SC Department of Health and Environmental Control	State Government	DHEC is a valued partner in the area of maternal-child health. Acting Agency Director David Wilson sits on the SC First Steps Board of Trustees.	1, 2, 3, 4, 5, 6, 7
SC Department of Health and Human Services	State Government	As the state's Medicaid agency, DHHS is a valued partner. Agency Director Joshua Baker sits on the SC First Steps Board of Trustees.	1, 2, 3, 4, 5, 6, 7

The Children's Trust of SC	State Government	As the state's Maternal Infant Early Childhood Home Visiting grantee and an active partner in the prevention of child abuse and neglect, The Children's Trust of SC is a valued agency partner. Agency Director Sue Williams sits on the SC First Steps Board of Trustees.	1, 2, 3, 4, 5, 6, 7
Head Start Collaboration Office	State Government	As the federal government's liasion between Head Start and local grantees, the Head Start Collaboration Office is a valued partner. SC Collaboration Director Mary Lynne Diggs sits on the SC First Steps Board of Trustees.	1, 2, 3, 4, 5, 6, 7
SC Department of Education	State Government	As a co-administrator of the state's four-old-kindergarten program and the representative of public school districts statewide, the SC Department of education is a valued partner. Dr. David Mathis represents State Superintendent Molly Spearman as a member of the SC First Steps Board of Trustees.	1, 2, 3, 4, 5, 6, 7

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Report and External Review Template

Item	Is this a Report, Review, or both?	Report or Review Name	Name of Entity Requesting the Report or Conducting Review	Type of Entity	Reporting Frequency	Current Fiscal Year: Submission Date or Review Timeline (MM/DD/YYYY)	Summary of Information Requested in the Report or Reviewed	Method to Access the Report or Information from the Review
1	External Review and Report	Audited Financial Statement for the year ending June 30, 2017.	State Auditor	State	Annually	FY17 (Issued October 2018)	Audited financial statement.	http://osa.sc.gov/wp-content/uploads/2018/02/H6317First-Steps.pdf
2	External Review and Report	Education Oversight Committee Review of 4K	Education Oversight Committee	State	Annually	FY17 and FY18 (Issued January 2018)	Annual statutory review of the Child Early Reading Development and Education Program (CERDEP)	https://bit.ly/2l31yoA
3	External Review and Report	External Evaluation of Parents as Teachers	Compass Research and Evaluation	Outside Organization	Other	Issued December 2017	External evaluation of Parents as Teachers.	http://scfirststeps.com/wp-content/uploads/2017/12/SC-PAT-Evaluation-December-2017.pdf