

AGENCY NAME:

SC First Steps to School Readiness

AGENCY CODE:

(H630) SC Dept. of Education

SECTION:

SC First Steps



**Fiscal Year 2018-19  
Agency Budget Plan**

**FORM A - BUDGET PLAN SUMMARY**

**OPERATING  
REQUESTS  
(FORM B1)**

For FY 2018-19, my agency is (mark "X"):

- Requesting General Fund Appropriations.
- Requesting Federal/Other Authorization.
- Not requesting any changes.

**NON-RECURRING  
REQUESTS  
(FORM B2)**

For FY 2018-19, my agency is (mark "X"):

- Requesting Non-Recurring Appropriations.
- Requesting Non-Recurring Federal/Other Authorization.
- Not requesting any changes.

**CAPITAL  
REQUESTS  
(FORM C)**

For FY 2018-19, my agency is (mark "X"):

- Requesting funding for Capital Projects.
- Not requesting any changes.

**PROVISOS  
(FORM D)**

For FY 2018-19, my agency is (mark "X"):

- Requesting a new proviso and/or substantive changes to existing provisos.
- Only requesting technical proviso changes (such as date references).
- Not requesting any proviso changes.

Please identify your agency's preferred contacts for this year's budget process.

	<i>Name</i>	<i>Phone</i>	<i>Email</i>
<b>PRIMARY CONTACT:</b>	Mark Barnes, COO/CFO	803-734-8079	MBarnes@scfirststeps.org
<b>SECONDARY CONTACT:</b>	Dr. Dan Wuori, Deputy Director	803-734-0100	DWuori@scfirststeps.org

I have reviewed and approved the enclosed FY 2018-19 Agency Budget Plan, which is complete and accurate to the extent of my knowledge.

	<i>Agency Director</i>	<i>Board or Commission Chair</i>
<b>SIGN/DATE:</b>		
<b>TYPE/PRINT NAME:</b>	Julia-Ellen Davis, Interim Director	Ken Wingate

*This form must be signed by the agency head – not a delegate.*

Fiscal Year 2018-19 Budget Request Executive Summary

Agency Code: (H630) SC Dept. of Education  
 Agency Name: SC First Steps to School Readiness  
 Section: SC First Steps

BUDGET REQUESTS			FUNDING					FTES				
Priority	Request Type	Request Title	State	Federal	Earmarked	Restricted	Total	State	Federal	Earmarked	Restricted	Total
1	B1 - Recurring	First Steps Local Partnership Home Visitation Programs	1,830,000				1,830,000					0.00
2	B1 - Recurring	FS Local Partnership Data System	142,448				142,448	1.00				1.00
3	B2 - Non-Recurring	FS Local Partnership Data System Purchase	595,000				595,000					0.00
4	B2 - Non-Recurring	FS Local Partnership Financial Management System	250,000				250,000					0.00
5	B1 - Recurring	FS IT Coordinator	94,250				94,250	1.00				1.00
6	B1 - Recurring	FS Staffing					0	12.00				12.00
7	B2 - Non-Recurring	SC School Readiness Tax Credit	2,346,038				2,346,038					0.00
8							0					0.00
9							0					0.00
10							0					0.00
11							0					0.00
12							0					0.00
13							0					0.00
14							0					0.00
15							0					0.00
16							0					0.00
17							0					0.00
18							0					0.00
19							0					0.00
20							0					0.00
21							0					0.00
22							0					0.00
23							0					0.00
24							0					0.00
25							0					0.00
26							0					0.00
27							0					0.00
28							0					0.00
29							0					0.00
30							0					0.00
TOTAL BUDGET REQUESTS			5,257,736	0	0	0	5,257,736	14.00	0.00	0.00	0.00	14.00

<b>AGENCY NAME:</b>	SC First Steps to School Readiness		
<b>AGENCY CODE:</b>	(H630) SC Dept. of Education	<b>SECTION:</b>	SC First Steps

**FORM B1 – RECURRING OPERATING REQUEST**

<b>AGENCY PRIORITY</b>	<b>1 – Form #13214</b>
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*Provide the Agency Priority Ranking from the Executive Summary.*

<b>TITLE</b>	<b>Local Partnerships Home Visitation Services</b>
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<b>General: \$1,830,000</b> <b>Federal:</b> <b>Other:</b> <b>Total: \$1,830,000</b>
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*What is the net change in requested appropriations for FY 2018-19? This amount should correspond to the total for all funding sources on the Executive Summary.*

<b>NEW POSITIONS</b>	<b>0</b>
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*Please provide the total number of new positions needed for this request.*

<b>FACTORS ASSOCIATED WITH THE REQUEST</b>	<b>Mark “X” for all that apply:</b>	
	<input type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input checked="" type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input checked="" type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input checked="" type="checkbox"/>	Non-mandated program change in service levels or areas
	<input type="checkbox"/>	Proposed establishment of a new program or initiative
	<input type="checkbox"/>	Loss of federal or other external financial support for existing program
	<input type="checkbox"/>	Exhaustion of fund balances previously used to support program
	<input type="checkbox"/>	IT Technology/Security related
	<input type="checkbox"/>	Consulted DTO during development
<input type="checkbox"/>	Related to a Non-Recurring request – If so, Priority # _____	

<b>STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES</b>	<b>Mark “X” for primary applicable Statewide Enterprise Strategic Objective:</b>	
	<input checked="" type="checkbox"/>	Education, Training, and Human Development
	<input type="checkbox"/>	Healthy and Safe Families
	<input type="checkbox"/>	Maintaining Safety, Integrity, and Security
	<input type="checkbox"/>	Public Infrastructure and Economic Development
<input type="checkbox"/>	Government and Citizens	

<b>AGENCY NAME:</b>	<b>SC First Steps to School Readiness</b>		
<b>AGENCY CODE:</b>	<b>(H630) SC Dept. of Education</b>	<b>SECTION:</b>	<b>SC First Steps</b>

<b>ACCOUNTABILITY OF FUNDS</b>	<p>1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.4.1, 1.4.2, 2.1.1, 2.1.2, 2.2.1, 2.2.2, 2.2.3, 4.1.1, 4.1.2, 4.1.3, 4.2.1, 4.2.2, 4.2.3, 4.3.1, 4.3.2, 4.4.1, 5.1.1, 5.1.2, 5.2.1, 5.2.2, 5.2.3, 5.3.1, 5.5.1, 5.5.2, 6.1.3, 6.1.4</p> <p>These funds would support the mission of the organization by providing expanded services in each of the First Steps county partnerships. These evidence-based services meet both the legislative intent of the organization’s mission and direct service needs for young children and their families.</p>
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*What specific agency objective, as outlined in the agency’s accountability report, does this funding request support? How would this request advance that objective? How would the use of these funds be evaluated?*

<b>RECIPIENTS OF FUNDS</b>	<p>Funds would be distributed to the local First Steps partnerships in each county based on the quality of their request and their need.</p>
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*What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?*

<b>JUSTIFICATION OF REQUEST</b>	<p>These funds would expand home visiting services to families to help prepare children for school. Studies and outcomes have shown that these programs are among the most effective programs in improving readiness for school. These include the Parents as Teachers program (PAT), and Countdown to Kindergarten. The Local Partnerships would be expected to provide 15% match for all funding received. These funds would go to support the children most at-risk of early school failure. This has been identified by our local partnerships as the most critical need for their clients and would help alleviate the current waiting lists for services. These funds would assist in providing these services to more than 1,840 of the children in our state with the greatest need. Each child in the Parents As Teachers Program (PAT) costs approximately \$2,500, and each child in Countdown to Kindergarten (CTK) costs approximately \$330. These funds, including match, would be enough to cover 690 additional children in the PAT Program and 1,150 in the CTK program.</p> <p>This is the most critical need facing our local partnerships. There are no other funds available for this service. These children and their families will not receive this service if it is not funded.</p> <p>This recurring source of funding will have a significant impact on the local communities and the participating children and their families. Many children will have a greater chance of success in school, and in life, through receiving these services.</p>
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*Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. If new positions have been requested, explain why existing vacancies are not sufficient.*

<b>AGENCY NAME:</b>	SC First Steps to School Readiness		
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## FORM B1 – RECURRING OPERATING REQUEST

<b>AGENCY PRIORITY</b>	<b>2 – Form #13215</b>
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*Provide the Agency Priority Ranking from the Executive Summary.*

<b>TITLE</b>	<b>Early Childhood Local Partnership Data System</b>
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<b>General: \$142,448</b> <b>Federal:</b> <b>Other:</b> <b>Total: \$142,448</b>
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*What is the net change in requested appropriations for FY 2018-19? This amount should correspond to the total for all funding sources on the Executive Summary.*

<b>NEW POSITIONS</b>	<b>1</b>
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*Please provide the total number of new positions needed for this request.*

<b>FACTORS ASSOCIATED WITH THE REQUEST</b>	<b>Mark “X” for all that apply:</b>	
	<input type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input type="checkbox"/>	Non-mandated program change in service levels or areas
	<input type="checkbox"/>	Proposed establishment of a new program or initiative
	<input type="checkbox"/>	Loss of federal or other external financial support for existing program
	<input type="checkbox"/>	Exhaustion of fund balances previously used to support program
	<input checked="" type="checkbox"/>	IT Technology/Security related
	<input type="checkbox"/>	Consulted DTO during development
<input checked="" type="checkbox"/>	Related to a Non-Recurring request – If so, Priority # <u>  1  </u>	

<b>STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES</b>	<b>Mark “X” for primary applicable Statewide Enterprise Strategic Objective:</b>	
	<input checked="" type="checkbox"/>	Education, Training, and Human Development
	<input type="checkbox"/>	Healthy and Safe Families
	<input type="checkbox"/>	Maintaining Safety, Integrity, and Security
	<input type="checkbox"/>	Public Infrastructure and Economic Development
<input type="checkbox"/>	Government and Citizens	

<b>AGENCY NAME:</b>	<b>SC First Steps to School Readiness</b>		
<b>AGENCY CODE:</b>	<b>(H630) SC Dept. of Education</b>	<b>SECTION:</b>	<b>SC First Steps</b>

<b>ACCOUNTABILITY OF FUNDS</b>	<p>1.1.1, 1.1.2, 1.1.3, 1.1.4, 1.4.1, 1.4.2, 2.1.1, 2.1.2, 2.2.1, 2.2.2, 2.2.3, 4.1.1, 4.1.2, 4.1.3, 4.2.1, 4.2.2, 4.2.3, 4.3.1, 4.3.2, 4.4.1, 5.1.1, 5.1.2, 5.2.1, 5.2.2, 5.2.3, 5.3.1, 5.5.1, 5.5.2, 6.1.3, 6.1.4</p> <p>The data system would allow for enhanced management, evaluations, and reporting of early childhood services provided throughout the First Steps Local Partnerships and the State Office.</p>
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*What specific agency objective, as outlined in the agency's accountability report, does this funding request support? How would this request advance that objective? How would the use of these funds be evaluated?*

<b>RECIPIENTS OF FUNDS</b>	<p>These funds would be used to pay a contractor for the ongoing maintenance and license fees associated with the data system through a competitive process. They would also be used to fund one employee at SC First Steps to manage, monitor and utilize the system. (One FTE)</p>
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*What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?*

<b>JUSTIFICATION OF REQUEST</b>	<p>This request is for the recurring cost of implementing an updated data system for data collection, partnership monitoring and program outcome assessments for programs and services provided by First Steps Local Partnerships. The agency's current system is dated and increasingly suboptimal.</p> <p>This will support First Steps in meeting legislative mandates described in Section 59–152–50, item 7, which requires us to provide for ongoing data collection. The request would also fulfill a recommendation provided by the Legislative Audit Council in their report of First Steps completed in 2013. Additional mandates exist in Section 59-125-160 for First Steps to provide evaluations of each program investment using valid and reliable measures. The data system would provide those measures. The funds being requested would cover the cost of recurring maintenance, license fees, and one Research and Planning Administrator for a joint system to be used by multiple SC First Steps programs. We are working with DTO and DIS with all of our data systems and they are currently under contract with SC First Steps. This was included in the request for our IT Plan for 2018-19. Currently, the organization has no IT staff. This is a critical need. The agency only has one state funded vacancy which is being posted for another purpose.</p> <p>This data system would have a significant impact on our ability to evaluate, monitor and make quality improvements for multiple programs that the organization operates. These quality enhancements could have an impact on the efficiency, effectiveness, and outcomes for many of our services going forward.</p>
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*Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. If new positions have been requested, explain why existing vacancies are not sufficient.*

<b>AGENCY NAME:</b>	SC First Steps to School Readiness		
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**FORM B1 – RECURRING OPERATING REQUEST**

<b>AGENCY PRIORITY</b>	<b>5 – Form #13218</b>
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*Provide the Agency Priority Ranking from the Executive Summary.*

<b>TITLE</b>	<b>First Steps IT Coordinator</b>
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<b>General: \$94,250</b> <b>Federal:</b> <b>Other:</b> <b>Total: \$94,250</b>
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*What is the net change in requested appropriations for FY 2018-19? This amount should correspond to the total for all funding sources on the Executive Summary.*

<b>NEW POSITIONS</b>	<b>1</b>
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*Please provide the total number of new positions needed for this request.*

<b>FACTORS ASSOCIATED WITH THE REQUEST</b>	<b>Mark “X” for all that apply:</b>	
	<input checked="" type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input type="checkbox"/>	Non-mandated program change in service levels or areas
	<input type="checkbox"/>	Proposed establishment of a new program or initiative
	<input type="checkbox"/>	Loss of federal or other external financial support for existing program
	<input type="checkbox"/>	Exhaustion of fund balances previously used to support program
	<input checked="" type="checkbox"/>	IT Technology/Security related
	<input checked="" type="checkbox"/>	Consulted DTO during development
	Related to a Non-Recurring request – If so, Priority # _____	

<b>STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES</b>	<b>Mark “X” for primary applicable Statewide Enterprise Strategic Objective:</b>	
	<input checked="" type="checkbox"/>	Education, Training, and Human Development
	<input type="checkbox"/>	Healthy and Safe Families
	<input checked="" type="checkbox"/>	Maintaining Safety, Integrity, and Security
	<input type="checkbox"/>	Public Infrastructure and Economic Development
	<input type="checkbox"/>	Government and Citizens

<b>AGENCY NAME:</b>	<b>SC First Steps to School Readiness</b>		
<b>AGENCY CODE:</b>	<b>(H630) SC Dept. of Education</b>	<b>SECTION:</b>	<b>SC First Steps</b>

<b>ACCOUNTABILITY OF FUNDS</b>	<p>This request would be for one FTE and funding for an IT Consultant II position that would function as the Coordinator for all IT issues for SC First Steps. This would allow First Steps to meet state requirements for IT security, planning, support, and response.</p>
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*What specific agency objective, as outlined in the agency's accountability report, does this funding request support? How would this request advance that objective? How would the use of these funds be evaluated?*

<b>RECIPIENTS OF FUNDS</b>	<p>SC First Steps would receive funding for a staff person to coordinate and support the information technology needs for the organization. The organization does not have, and has never had, a staff person in this role.</p>
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*What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?*

<b>JUSTIFICATION OF REQUEST</b>	<p>We need one FTE with funding for an IT Coordinator for the agency. The organization has never had a person to fulfill this role. The need for this is more critical every day. We have almost 70 employees with over 200 contractors and 46 local partnerships with no support for IT other than a current contract with DTO and DIS which cannot provide services outside of Columbia. Our services and support cover the entire state.</p> <p>The organization currently has one vacant FTE that is being posted, other than temporary grant positions for our federal grants which can't be used for these purposes. No other vacant positions are available.</p>
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*Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. If new positions have been requested, explain why existing vacancies are not sufficient.*

<b>AGENCY NAME:</b>	SC First Steps to School Readiness		
<b>AGENCY CODE:</b>	(H630) SC Dept. of Education	<b>SECTION:</b>	SC First Steps

## FORM B1 – RECURRING OPERATING REQUEST

<b>AGENCY PRIORITY</b>	<b>6 – Form #13219</b>
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*Provide the Agency Priority Ranking from the Executive Summary.*

<b>TITLE</b>	<b>Staffing</b>
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*Provide a brief, descriptive title for this request.*

<b>AMOUNT</b>	<b>General: 0</b> <b>Federal: 0</b> <b>Other: 0</b> <b>Total: 0</b>
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*What is the net change in requested appropriations for FY 2018-19? This amount should correspond to the total for all funding sources on the Executive Summary.*

<b>NEW POSITIONS</b>	<b>12</b>
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*Please provide the total number of new positions needed for this request.*

<b>FACTORS ASSOCIATED WITH THE REQUEST</b>	<b>Mark “X” for all that apply:</b>	
	<input checked="" type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input type="checkbox"/>	Non-mandated program change in service levels or areas
	<input type="checkbox"/>	Proposed establishment of a new program or initiative
	<input type="checkbox"/>	Loss of federal or other external financial support for existing program
	<input type="checkbox"/>	Exhaustion of fund balances previously used to support program
	<input type="checkbox"/>	IT Technology/Security related
	<input type="checkbox"/>	Consulted DTO during development
<input type="checkbox"/>	Related to a Non-Recurring request – If so, Priority # _____	

<b>STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES</b>	<b>Mark “X” for primary applicable Statewide Enterprise Strategic Objective:</b>	
	<input checked="" type="checkbox"/>	Education, Training, and Human Development
	<input type="checkbox"/>	Healthy and Safe Families
	<input type="checkbox"/>	Maintaining Safety, Integrity, and Security
	<input type="checkbox"/>	Public Infrastructure and Economic Development
<input type="checkbox"/>	Government and Citizens	

<b>AGENCY NAME:</b>	<b>SC First Steps to School Readiness</b>		
<b>AGENCY CODE:</b>	<b>(H630) SC Dept. of Education</b>	<b>SECTION:</b>	<b>SC First Steps</b>

<b>ACCOUNTABILITY OF FUNDS</b>	<p>This request would meet all of the agency objectives as all programs would receive FTE's based on their need. The request is for staff positions to be used to replace temporary staff. This request would result in hiring two new staff members that are needed based on growth and need in the programs we provide. All other positions are currently filled by temporary hourly staff. The temporary staff would no longer be needed but would have an opportunity to apply for the full time permanent positions. Funding is not being requested for these positions.</p>
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*What specific agency objective, as outlined in the agency's accountability report, does this funding request support? How would this request advance that objective? How would the use of these funds be evaluated?*

<b>RECIPIENTS OF FUNDS</b>	<p>There are no funds being requested.</p>
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*What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?*

<b>JUSTIFICATION OF REQUEST</b>	<p>This request would provide FTE's to meet the needs of the organization. Over the years our programs have grown and we have hired hourly staff to meet the needs. Without permanent FTE's, we have trouble retaining and recruiting staff to meet our mission. The 12 additional FTE's, which would not need additional funding, would allow us to stabilize our workforce and allow critical benefits for the employees. The organization currently has one vacant FTE that is being posted, other than temporary grant positions for our federal grants which can't be used for these purposes. No other vacant positions are available.</p>
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*Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. If new positions have been requested, explain why existing vacancies are not sufficient.*

<b>AGENCY NAME:</b>	SC First Steps to School Readiness		
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**FORM B2 – NON-RECURRING OPERATING REQUEST**

<b>AGENCY PRIORITY</b>	<b>3 – Form #13216</b> <i>Provide the Agency Priority Ranking from the Executive Summary.</i>
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<b>TITLE</b>	<b>Local First Steps Partnership Data System Purchase</b> <i>Provide a brief, descriptive title for this request.</i>
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<b>AMOUNT</b>	<b>\$595,000</b> <i>What is the net change in requested appropriations for FY 2018-19? This amount should correspond to the total for all funding sources on the Executive Summary.</i>
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<b>FACTORS ASSOCIATED WITH THE REQUEST</b>	<b>Mark “X” for all that apply:</b>	
	<input checked="" type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input type="checkbox"/>	Non-mandated program change in service levels or areas
	<input type="checkbox"/>	Proposed establishment of a new program or initiative
	<input type="checkbox"/>	Loss of federal or other external financial support for existing program
	<input type="checkbox"/>	Exhaustion of fund balances previously used to support program
	<input checked="" type="checkbox"/>	IT Technology/Security related
	<input checked="" type="checkbox"/>	Consulted DTO during development
	<input checked="" type="checkbox"/>	Request for Non-Recurring Appropriations
<input type="checkbox"/>	Request for Federal/Other Authorization to spend existing funding	
<input checked="" type="checkbox"/>	Related to a Recurring request – If so, Priority # <u>  2  </u>	

<b>STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES</b>	<b>Mark “X” for primary applicable Statewide Enterprise Strategic Objective:</b>	
	<input checked="" type="checkbox"/>	Education, Training, and Human Development
	<input type="checkbox"/>	Healthy and Safe Families
	<input checked="" type="checkbox"/>	Maintaining Safety, Integrity, and Security
	<input type="checkbox"/>	Public Infrastructure and Economic Development
<input type="checkbox"/>	Government and Citizens	

<b>ACCOUNTABILITY OF FUNDS</b>	This request would help meet all of the objectives in our accountability report. This data system would allow us to collect the data necessary to meet our mission and the objectives that have been outlined for the organization in state statute.
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*What specific agency objective, as outlined in the agency’s accountability report, does this funding request support? How would this request advance that objective? How would the use of these funds be evaluated?*

<b>AGENCY NAME:</b>	<b>SC First Steps to School Readiness</b>		
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<b>RECIPIENTS OF FUNDS</b>	A competitive bid process would be conducted to award the funding to an appropriate contractor to provide the data system.
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*What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?*

<b>JUSTIFICATION OF REQUEST</b>	<p>This request is for the non-recurring cost of implementing an appropriate data system for data collection, partnership monitoring and program outcome assessments for programs and services provided by First Steps Local Partnerships. This is to meet the legislative mandates as described in Section 59 – 152 – 50, item 7, which requires us to provide for ongoing data collection. The request would also fulfill a recommendation provided by the Legislative Audit Council in their report of First Steps completed in 2013. Additional mandates exist in Section 59-125-160 for First Steps to provide evaluations of each program investment using valid and reliable measures. The data system would provide a way to document, monitor, and report those measures. During the 2017 legislative session, the General Assembly passed HB 3969 which would require a new longitudinal data system for children and education. This system is necessary to collect the data needed for the state system. The funds being requested would cover the cost of programming services and training for a joint system to be used by multiple SC First Steps programs and would be designed to share data across agencies as now required by the state.</p>
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*Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. Does this non-recurring appropriation request create an annualization or need for recurring funds?*



<b>AGENCY NAME:</b>	<b>SC First Steps to School Readiness</b>		
<b>AGENCY CODE:</b>	<b>(H630) SC Dept. of Education</b>	<b>SECTION:</b>	<b>SC First Steps</b>

<b>RECIPIENTS OF FUNDS</b>	<p>SC First Steps would, using an appropriate procurement process, select a new vendor to provide the necessary software and training.</p>
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*What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?*

<b>JUSTIFICATION OF REQUEST</b>	<p>In 2000, SC First Steps purchased an accounting software package – pursuant to the requirements of 59-52-150 - used to provide proper accounting controls on all 46 local partnerships. To date, we have been very successful in monitoring and managing the funding, processing of payments, reporting, and overall financial control of the partnerships.</p> <p>Starting in December of 2018, the system we purchased will no longer be supported by the vendor. We need to issue an RFP for a replacement system and have it in place prior to the vendor phasing out this software. We have funding for the recurring software expense in the current budget, but do not have the funding for the one time cost of purchasing, set up and training for the new system that is needed.</p> <p>If we cannot replace the system, our ability to maintain control over these funds and to ensure integrity of the financial system will be compromised.</p>
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*Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. Does this non-recurring appropriation request create an annualization or need for recurring funds?*

<b>AGENCY NAME:</b>	SC First Steps to School Readiness		
<b>AGENCY CODE:</b>	(H630) SC Dept. of Education	<b>SECTION:</b>	SC First Steps

**FORM B2 – NON-RECURRING OPERATING REQUEST**

<b>AGENCY PRIORITY</b>	7 <i>Provide the Agency Priority Ranking from the Executive Summary.</i>
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<b>TITLE</b>	SC School Readiness Tax Credit <i>Provide a brief, descriptive title for this request.</i>
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<b>AMOUNT</b>	\$2,346,038 <i>What is the net change in requested appropriations for FY 2018-19? This amount should correspond to the total for all funding sources on the Executive Summary.</i>
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<b>FACTORS ASSOCIATED WITH THE REQUEST</b>	<b>Mark "X" for all that apply:</b>	
	<input type="checkbox"/>	Change in cost of providing current services to existing program audience
	<input type="checkbox"/>	Change in case load/enrollment under existing program guidelines
	<input type="checkbox"/>	Non-mandated change in eligibility/enrollment for existing program
	<input type="checkbox"/>	Non-mandated program change in service levels or areas
	<input checked="" type="checkbox"/>	Proposed establishment of a new program or initiative
	<input type="checkbox"/>	Loss of federal or other external financial support for existing program
	<input type="checkbox"/>	Exhaustion of fund balances previously used to support program
	<input type="checkbox"/>	IT Technology/Security related
	<input type="checkbox"/>	Consulted DTO during development
	<input checked="" type="checkbox"/>	Request for Non-Recurring Appropriations
	<input type="checkbox"/>	Request for Federal/Other Authorization to spend existing funding
<input type="checkbox"/>	Related to a Recurring request – If so, Priority # _____	

<b>STATEWIDE ENTERPRISE STRATEGIC OBJECTIVES</b>	<b>Mark "X" for primary applicable Statewide Enterprise Strategic Objective:</b>	
	<input checked="" type="checkbox"/>	Education, Training, and Human Development
	<input checked="" type="checkbox"/>	Healthy and Safe Families
	<input type="checkbox"/>	Maintaining Safety, Integrity, and Security
	<input type="checkbox"/>	Public Infrastructure and Economic Development
<input type="checkbox"/>	Government and Citizens	

<b>ACCOUNTABILITY OF FUNDS</b>	1.2, 1.3, 1.4, 4.1, 4.2, 4.3, 4.4, 4.5, 5.4, 5.5, 6.1
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*What specific agency objective, as outlined in the agency's accountability report, does this funding request support? How would this request advance that objective? How would the use of these funds be evaluated?*

<b>AGENCY NAME:</b>	<b>SC First Steps to School Readiness</b>		
<b>AGENCY CODE:</b>	<b>(H630) SC Dept. of Education</b>	<b>SECTION:</b>	<b>SC First Steps</b>

<b>RECIPIENTS OF FUNDS</b>	Funds would be paid to child care providers and teachers through a tax credit processed through the SC Department of Revenue. Funds would be determined through a predetermined formula based on qualifications and ratings of the center and the staff.
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*What individuals or entities would receive these funds (contractors, vendors, grantees, individual beneficiaries, etc.)? How would these funds be allocated – using an existing formula, through a competitive process, based upon predetermined eligibility criteria?*

<b>JUSTIFICATION OF REQUEST</b>	<p>Multiple community partners have participated in developing this pilot project. They include SC First Steps, The Children’s Trust, United Way Association of SC, Save the Children Action Network, and the Institute for Child Success. The funding is being requested by SC First Steps as part of their budget request. Funds would be made available to the SC Department of Revenue to cover the cost of the tax credit.</p> <p>This pilot project would implement a tax credit which would improve the quality of child care programs and increase access to high-quality child care programs in 5 counties of the state. It would include tax credits for eligible child care centers and eligible child care employees. These would be designed to improve the education level of the employees, reduce turnover, improve overall quality, and increase participation in the ABC Quality System. This tax credit has been successful in other states in accomplishing these objectives. The total amount of the tax credit would be restricted to the amount appropriated by the state.</p> <p>This request is associated with the new proviso request titled SC School Readiness Tax Credit.</p>
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*Please thoroughly explain the request to include the justification for funds, potential offsets, matching funds, and method of calculation. Please include any explanation of impact if funds are not received. Does this non-recurring appropriation request create an annualization or need for recurring funds?*

<b>AGENCY NAME:</b>	SC First Steps to School Readiness		
<b>AGENCY CODE:</b>	(H630) SC Dept. of Education	<b>SECTION:</b>	SC First Steps

## FORM D – PROVISO REVISION REQUEST

<b>NUMBER</b>	<b>1.58 &amp; 1A.29</b>
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*Cite the proviso according to the renumbered list for FY 2018-19 (or mark "NEW").*

<b>TITLE</b>	<b>(SDE: Full-Day 4K) &amp; (SDE-EIA: Full-Day 4K)</b>
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*Provide the title from the FY 2017-18 Appropriations Act or suggest a short title for any new request.*

<b>BUDGET PROGRAM</b>	<b>1., VIII, I. Office of First Steps to School Readiness, CDEPP; 1., XII., First Steps to School Readiness; CDEPP</b>
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*Identify the associated budget program(s) by name and budget section.*

<b>RELATED BUDGET REQUEST</b>	No
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*Is this request associated with a budget request you have submitted for FY 2018-19? If so, cite it here.*

<b>REQUESTED ACTION</b>	<b>Amend</b>
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*Choose from: Add, Delete, Amend, or Codify.*

<b>OTHER AGENCIES AFFECTED</b>	SC Department of Education, Education Oversight Committee
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*Which other agencies would be affected by the recommended action? How?*

<b>SUMMARY &amp; EXPLANATION</b>	<p>The proviso provides annual funding levels and geography for the CDEPP program, the proviso is contained in both General Funds and Education Improvement Act Funding sections of the budget bill.</p> <p>The statutes require an annual increase in the tuition amount based on an inflation factor. This factor was provided by the State of SC Revenue and Fiscal Affairs Office as a projection of 2% for SFY 2018-19. The amount adjusted reflects this increase. This amount has been increased only twice since the inception of the program in 2006, contrary to state statutes.</p> <p>In addition, the transportation amount per student has been increased only once. We have adjusted the amount based on the same inflation factor.</p>
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*Summarize the existing proviso. If requesting a new proviso, describe the current state of affairs without it. Explain the need for your requested action. For deletion requests due to recent codification, please identify SC Code section where language now appears.*

<b>AGENCY NAME:</b>	<b>SC First Steps to School Readiness</b>		
<b>AGENCY CODE:</b>	<b>(H630) SC Dept. of Education</b>	<b>SECTION:</b>	<b>SC First Steps</b>

<b>FISCAL IMPACT</b>	<p>Increase in tuition rate per child by \$88 to support SC Revenue and Fiscal Affairs inflation factor. This would mean an additional cost of \$241,552 per year, which the current budget levels would support without additional funds based on 2200 children currently enrolled for SC First Steps.</p> <p>The increase in cost of the transportation of \$11 per child would be \$3,498 which the current budget levels would support without additional funding which is for 319 children.</p>
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*Provide estimates of any fiscal impacts associated with this proviso, whether for state, federal, or other funds. Explain the method of calculation.*

<b>PROPOSED PROVISO TEXT</b>	<p><b>1.58.</b> (SDE: Full-Day 4K) Eligible students residing in a school district that met the poverty level for participation in the prior school year are eligible to participate in the South Carolina Early Reading Development and Education Program in the current school year. Public and private providers shall be funded for instructional costs at a rate of <del>\$4,422</del> <b>\$4,510</b> per student enrolled. Eligible students enrolling during the school year or withdrawing during the school year shall be funded on a pro rata basis determined by the length of their enrollment. Private providers transporting eligible children to and from school shall also be eligible for a reimbursement of <del>\$563</del> <b>\$574</b> per eligible child transported. All providers who are reimbursed are required to retain records as required by their fiscal agent. New providers participating for the first time in the current fiscal year and enrolling between one and six eligible children shall be eligible to receive up to \$1,000 per child in materials and equipment funding, with providers enrolling seven or more such children eligible for funding not to exceed \$10,000. Providers receiving equipment funding are expected to participate in the program and provide high-quality, center-based programs as defined herein for a minimum of three years. Failure to participate for three years will require the provider to return a portion of the equipment allocation at a level determined by the Department of Education and the Office of First Steps to School Readiness. Funding to providers is contingent upon receipt of data as requested by the Department of Education and the Office of First Steps. The Department of Education shall only provide funding for public school students whose complete records have been entered into PowerSchool and end of year adjustments shall be based on the one hundred and thirty-five day student average daily membership.</p> <p>Annually, the Department of Education is directed to audit the annual allocations to public providers to ensure that allocations are accurate and aligned to the appropriate pro rata per student allocation, materials, and equipment funding. In the event the department, during the audit process determines that the annual allocations of the prior fiscal year are not accurate, the department must adjust the allocations for the current fiscal year to account for the audit findings. The department must provide the results of the annual audit findings to the General Assembly no later than December first. Likewise, in the event the Office of First Steps determines that the annual allocations of the prior fiscal year to private providers are not accurate, the Office of First Steps must adjust the allocations for the current fiscal year to account for the findings.</p>
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<b>AGENCY NAME:</b>	<b>SC First Steps to School Readiness</b>		
<b>AGENCY CODE:</b>	<b>(H630) SC Dept. of Education</b>	<b>SECTION:</b>	<b>SC First Steps</b>

Of the funds appropriated, \$300,000 shall be allocated to the Education Oversight Committee to conduct an annual evaluation of the South Carolina Child Development Education Pilot Program and to issue findings in a report to the General Assembly by January fifteenth of each year. To aid in this evaluation, the Education Oversight Committee shall determine the data necessary and both public and private providers are required to submit the necessary data as a condition of continued participation in and funding of the program. This data shall include developmentally appropriate measures of student progress. Additionally, the Department of Education shall issue a unique student identifier for each child receiving services from a private provider. The Department of Education shall be responsible for the collection and maintenance of data on the public state funded full day and half-day four-year-old kindergarten programs. The Office of First Steps to School Readiness shall be responsible for the collection and maintenance of data on the state funded programs provided through private providers. The Education Oversight Committee shall use this data and all other collected and maintained data necessary to conduct a research based review of the program's implementation and assessment of student success in the early elementary grades.

*Paste FY 2017-18 text above, then bold and underline insertions and strikethrough deletions. For new proviso requests, enter requested text above.*

<b>AGENCY NAME:</b>	SC First Steps to School Readiness		
<b>AGENCY CODE:</b>	(H630) SC Dept. of Education	<b>SECTION:</b>	SC First Steps

**FORM D – PROVISO REVISION REQUEST**

<b>NUMBER</b>	<b>1.72 &amp; 1A.61</b>
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*Cite the proviso according to the renumbered list for FY 2018-19 (or mark "NEW").*

<b>TITLE</b>	<b>SDE: CDEPP Unexpended Funds &amp; SDE-EIA: CDEPP Unexpended Funds</b>
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*Provide the title from the FY 2017-18 Appropriations Act or suggest a short title for any new request.*

<b>BUDGET PROGRAM</b>	<b>1., VIII, I. Office of First Steps to School Readiness, CDEPP; 1., XII., First Steps to School Readiness; CDEPP</b>
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*Identify the associated budget program(s) by name and budget section.*

<b>RELATED BUDGET REQUEST</b>	No
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*Is this request associated with a budget request you have submitted for FY 2018-19? If so, cite it here.*

<b>REQUESTED ACTION</b>	<b>Amend</b>
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*Choose from: Add, Delete, Amend, or Codify.*

<b>OTHER AGENCIES AFFECTED</b>	None
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*Which other agencies would be affected by the recommended action? How?*

<b>SUMMARY &amp; EXPLANATION</b>	<p>Proviso directs the use of any carry forward funds remaining at SC First Steps after the close of the 2017-18 state fiscal year.</p> <p>Requested change would update the dates to be consistent with the new budget year.</p>
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*Summarize the existing proviso. If requesting a new proviso, describe the current state of affairs without it. Explain the need for your requested action. For deletion requests due to recent codification, please identify SC Code section where language now appears.*

<b>AGENCY NAME:</b>	<b>SC First Steps to School Readiness</b>		
<b>AGENCY CODE:</b>	<b>(H630) SC Dept. of Education</b>	<b>SECTION:</b>	<b>SC First Steps</b>

<b>FISCAL IMPACT</b>	<p>The proviso would allow for expenditures of up to \$1,000,000 for SC First Steps and \$1,000,000 for the Education Oversight Committee but it would not have a fiscal impact as it would only include carry forward amounts.</p>
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*Provide estimates of any fiscal impacts associated with this proviso, whether for state, federal, or other funds. Explain the method of calculation.*

<b>PROPOSED PROVISO TEXT</b>	<p><b>1.72.</b> (SDE: CDEPP Unexpended Funds) For Fiscal Year <del>2017-18</del> <b>2018-19</b>, the Office of First Steps to School Readiness is permitted to retain the first \$1,000,000 of any unexpended CDEPP funds of the prior fiscal year and expend these funds to enhance the quality of the full-day 4K program in private centers and provide professional development opportunities.</p> <p>By August first, the Office of First Steps is directed to allocate any additional unexpended CDEPP funds from the prior fiscal year and any CDEPP funds carried forward from prior fiscal years that were transferred to the restricted account for the following purpose: Education Oversight Committee - \$1,000,000 for the South Carolina Community Block Grants for Education Pilot Program.</p> <p>If carry forward funds are less than the amounts appropriated, funding for the items listed herein shall be reduced on a pro rata basis.</p> <p>If by August first, the Department of Education or the Office of First Steps determines there will be funds available, funds shall be allocated on a per pupil basis for districts eligible for participation first, who have a documented waiting list, then to districts to increase the length of the program to a maximum of eight and a half hours per day or two hundred and twenty days per year or to fund summer programs. If a district chooses to fund summer enrollment the program funding shall conform to the funding in this act for full year programs, however shall be reduced on a pro rata basis to conform with the length of the program. A summer program shall be no more than eight and a half hours per day and shall be not more than ten weeks in length. The per pupil allocation and classroom grant must conform with the appropriated amount contained in this Act and end of year adjustments shall be based on the one hundred and thirty five day student average daily membership or later student average daily membership for districts choosing to extend the program past one hundred and eighty days. Funds may also be used to provide professional development and quality evaluations of programs.</p> <p>No later than April first, the Department of Education and the Office of First Steps must report to the Chairman of the Senate Finance Committee and the Chairman of the House Ways and Means Committee on the expenditure of these funds to include the following information: the amount of money used and specific steps and measures taken to enhance the quality of the 4K program and the amount of money used for professional development as well as the types of professional development offered and the number of participants.</p>
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*Paste FY 2017-18 text above, then bold and underline insertions and strikethrough deletions. For new proviso requests, enter requested text above.*

<b>AGENCY NAME:</b>	SC First Steps to School Readiness		
<b>AGENCY CODE:</b>	(H630) SC Dept. of Education	<b>SECTION:</b>	SC First Steps

**FORM D – PROVISO REVISION REQUEST**

<b>NUMBER</b>	<b>1.83</b>
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*Cite the proviso according to the renumbered list for FY 2018-19 (or mark "NEW").*

<b>TITLE</b>	<b>SDE: First Steps 4K Underserved Communities</b>
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*Provide the title from the FY 2017-18 Appropriations Act or suggest a short title for any new request.*

<b>BUDGET PROGRAM</b>	<b>1., VIII, I. Office of First Steps to School Readiness, CDEPP; 1., XII., First Steps to School Readiness; CDEPP</b>
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*Identify the associated budget program(s) by name and budget section.*

<b>RELATED BUDGET REQUEST</b>	None
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*Is this request associated with a budget request you have submitted for FY 2018-19? If so, cite it here.*

<b>REQUESTED ACTION</b>	<b>Amend</b>
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*Choose from: Add, Delete, Amend, or Codify.*

<b>OTHER AGENCIES AFFECTED</b>	None
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*Which other agencies would be affected by the recommended action? How?*

<b>SUMMARY &amp; EXPLANATION</b>	<p>Proviso allows new private providers to apply for up to \$30,000 in one-time supplemental funds to bring themselves into compliance with licensing regulations, materials and staffing so they can provide 4K for children in underserved areas. Date of reporting needs to be changed to reflect the new budget year.</p>
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*Summarize the existing proviso. If requesting a new proviso, describe the current state of affairs without it. Explain the need for your requested action. For deletion requests due to recent codification, please identify SC Code section where language now appears.*

<b>AGENCY NAME:</b>	<b>SC First Steps to School Readiness</b>		
<b>AGENCY CODE:</b>	<b>(H630) SC Dept. of Education</b>	<b>SECTION:</b>	<b>SC First Steps</b>

<b>FISCAL IMPACT</b>	<p>There is no fiscal impact with the change to this proviso.</p>
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*Provide estimates of any fiscal impacts associated with this proviso, whether for state, federal, or other funds. Explain the method of calculation.*

<b>PROPOSED PROVISO TEXT</b>	<p><b>1.83.</b> (SDE: First Steps 4K Underserved Communities) Using funds appropriated for the Child Early Reading and Development Education Program, South Carolina First Steps shall develop a pilot program to expand four-year-old kindergarten enrollment within underserved communities eligible for participation during the most recent fiscal year. Newly created and/or newly approved private providers proposing to expand service to ten or more CERDEP eligible children in communities enrolling less than 80% of eligible students in a public, private, or Head Start setting during the prior fiscal year, may apply for up to \$30,000 in one-time supplemental, needs-based incentives designed to address building renovations, documented as necessary to bring proposed classrooms into compliance with licensing regulations, materials and staffing costs, and/or other obstacles currently preventing their participation in the First Steps 4K program. The First Steps Board of Trustees shall develop and approve an application process that incorporates formal review and fiscal safeguards designed to ensure grant funds are used solely to address documented barriers to program participation. Providers receiving this one-time supplement are expected to participate in the program and provide high-quality, center-based programs as defined herein for a minimum of three years. Failure to participate for three years will require the provider to return a portion of the supplemental allocation at a level determined by the Office of First Steps to School Readiness. First Steps shall submit a report detailing its process, expenditures and expanded enrollment to the Chairman of the House Ways and Means Committee and the Chairman of the Senate Finance Committee by March 15, <del>2018</del><u>2019</u>.</p>
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*Paste FY 2017-18 text above, then bold and underline insertions and strikethrough deletions. For new proviso requests, enter requested text above.*

<b>AGENCY NAME:</b>	SC First Steps to School Readiness		
<b>AGENCY CODE:</b>	(H630) SC Dept. of Education	<b>SECTION:</b>	SC First Steps

**FORM D – PROVISO REVISION REQUEST**

<b>NUMBER</b>	<b>1.68</b>
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*Cite the proviso according to the renumbered list for FY 2018-19 (or mark "NEW").*

<b>TITLE</b>	<b>SDE: First Steps 4K Technology</b>
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*Provide the title from the FY 2017-18 Appropriations Act or suggest a short title for any new request.*

<b>BUDGET PROGRAM</b>	<b>1., VIII, I. Office of First Steps to School Readiness, CDEPP; 1., XII., First Steps to School Readiness; CDEPP</b>
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*Identify the associated budget program(s) by name and budget section.*

<b>RELATED BUDGET REQUEST</b>	No
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*Is this request associated with a budget request you have submitted for FY 2018-19? If so, cite it here.*

<b>REQUESTED ACTION</b>	<b>Amend</b>
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*Choose from: Add, Delete, Amend, or Codify.*

<b>OTHER AGENCIES AFFECTED</b>	None
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*Which other agencies would be affected by the recommended action? How?*

<b>SUMMARY &amp; EXPLANATION</b>	<p>Proviso allows \$75,000 of unspent 4K funds from the 2017-18 fiscal year to be used to fund technology needs for private providers with certain restrictions.  The requested change updates the date for the correct fiscal year.</p>
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*Summarize the existing proviso. If requesting a new proviso, describe the current state of affairs without it. Explain the need for your requested action. For deletion requests due to recent codification, please identify SC Code section where language now appears.*

<b>AGENCY NAME:</b>	<b>SC First Steps to School Readiness</b>		
<b>AGENCY CODE:</b>	<b>(H630) SC Dept. of Education</b>	<b>SECTION:</b>	<b>SC First Steps</b>

<b>FISCAL IMPACT</b>	<p>Expenditures of up to \$75,000 which will have no fiscal impact to the SFY 2018-19 operations as it will be from carry forward funds.</p>
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*Provide estimates of any fiscal impacts associated with this proviso, whether for state, federal, or other funds. Explain the method of calculation.*

<b>PROPOSED PROVISO TEXT</b>	<p><b>1.68.</b> (SDE: First Steps 4K Technology) During the current fiscal year, South Carolina Office of First Steps to School Readiness is authorized to expend up to \$75,000 from the four-year-old kindergarten carry forward funds to purchase electronic devices for the administration of required school readiness assessments to children enrolled in the full-day 4K program in private centers in the current fiscal year. The State Office of First Steps may purchase one device, which would be the property of the Office of First Steps, for every ten centers serving children in the program. The regional coordinators who provide support to the centers shall coordinate the usage of the devices among the centers. First Steps shall provide a report documenting its technology and materials expenditures to the Chairman of the Senate Finance Committee and the Chairman of the House Ways and Means Committee no later than January 15, <del>2018</del><u>2019</u>.</p>
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*Paste FY 2017-18 text above, then bold and underline insertions and strikethrough deletions. For new proviso requests, enter requested text above.*

<b>AGENCY NAME:</b>	SC First Steps to School Readiness		
<b>AGENCY CODE:</b>	(H630) SC Dept. of Education	<b>SECTION:</b>	SC First Steps

**FORM D – PROVISO REVISION REQUEST**

<b>NUMBER</b>	<b>117.117</b>
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*Cite the proviso according to the renumbered list for FY 2018-19 (or mark "NEW").*

<b>TITLE</b>	<b>GP: First Steps Reauthorization</b>
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*Provide the title from the FY 2017-18 Appropriations Act or suggest a short title for any new request.*

<b>BUDGET PROGRAM</b>	<b>1., VIII, I. Office of First Steps to School Readiness, 1., XII., First Steps to School Readiness</b>
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*Identify the associated budget program(s) by name and budget section.*

<b>RELATED BUDGET REQUEST</b>	None
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*Is this request associated with a budget request you have submitted for FY 2018-19? If so, cite it here.*

<b>REQUESTED ACTION</b>	<b>Amend</b>
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*Choose from: Add, Delete, Amend, or Codify.*

<b>OTHER AGENCIES AFFECTED</b>	None
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*Which other agencies would be affected by the recommended action? How?*

<b>SUMMARY &amp; EXPLANATION</b>	<p>Proviso reauthorizes SC First Steps to School Readiness for the fiscal year. The modification in the proviso includes the date being changed to reflect the new fiscal year.</p>
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*Summarize the existing proviso. If requesting a new proviso, describe the current state of affairs without it. Explain the need for your requested action. For deletion requests due to recent codification, please identify SC Code section where language now appears.*

<b>AGENCY NAME:</b>	SC First Steps to School Readiness		
<b>AGENCY CODE:</b>	(H630) SC Dept. of Education	<b>SECTION:</b>	SC First Steps

<b>FISCAL IMPACT</b>	<p>There is no fiscal impact in modifying the proviso.</p>
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*Provide estimates of any fiscal impacts associated with this proviso, whether for state, federal, or other funds. Explain the method of calculation.*

<b>PROPOSED PROVISOR TEXT</b>	<p><b>117.117.</b> (GP: First Steps Reauthorization) Act 99 of 1999, the South Carolina First Steps to School Readiness Act, as amended by Act 287 of 2014 is reauthorized for the duration of Fiscal Year <del>2017-18</del> <b><u>2018-19</u></b>.</p>
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*Paste FY 2017-18 text above, then bold and underline insertions and strikethrough deletions. For new proviso requests, enter requested text above.*

<b>AGENCY NAME:</b>	SC First Steps to School Readiness		
<b>AGENCY CODE:</b>	(H630) SC Dept. of Education	<b>SECTION:</b>	SC First Steps

## FORM D – PROVISO REVISION REQUEST

<b>NUMBER</b>	<b>NEW</b>
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*Cite the proviso according to the renumbered list for FY 2018-19 (or mark "NEW").*

<b>TITLE</b>	<b>SC School Readiness Tax Credit</b>
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*Provide the title from the FY 2017-18 Appropriations Act or suggest a short title for any new request.*

<b>BUDGET PROGRAM</b>	<b>1., VIII, I. Office of First Steps to School Readiness</b>
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*Identify the associated budget program(s) by name and budget section.*

<b>RELATED BUDGET REQUEST</b>	Yes, SC School Readiness Tax Credit (Non-recurring)
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*Is this request associated with a budget request you have submitted for FY 2018-19? If so, cite it here.*

<b>REQUESTED ACTION</b>	<b>Add</b>
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*Choose from: Add, Delete, Amend, or Codify.*

<b>OTHER AGENCIES AFFECTED</b>	Department of Revenue, Department of Social Services
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*Which other agencies would be affected by the recommended action? How?*

<b>SUMMARY &amp; EXPLANATION</b>	<p>This pilot project would implement a tax credit which would improve the quality of child care programs and increase access to high-quality child care programs in 5 counties of the state. It would include tax credits for eligible child care centers and eligible child care employees. These would be designed to improve the education level of the employees, reduce turnover, improve overall quality, and increase participation in the ABC Quality System.</p>
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*Summarize the existing proviso. If requesting a new proviso, describe the current state of affairs without it. Explain the need for your requested action. For deletion requests due to recent codification, please identify SC Code section where language now appears.*

<b>AGENCY NAME:</b>	<b>SC First Steps to School Readiness</b>		
<b>AGENCY CODE:</b>	<b>(H630) SC Dept. of Education</b>	<b>SECTION:</b>	<b>SC First Steps</b>

<b>FISCAL IMPACT</b>	<p>Fiscal impact would include a request for \$2,346,038 to cover the cost of the tax credit in the 2018-19 SFY. There may be a minimal impact on operations and cost for the Department of Social Services and the Department of Revenue.</p>
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*Provide estimates of any fiscal impacts associated with this proviso, whether for state, federal, or other funds. Explain the method of calculation.*

<b>PROPOSED PROVISO TEXT</b>	<p>During the current fiscal year, South Carolina First Steps, the Education Oversight Committee, and the Department of Revenue are authorized to pilot and evaluate the benefits of a program implementing school readiness tax credits for the purpose of improving the quality of child care and increasing access to high-quality child care programs.</p> <p>(A) As used in this proviso:</p> <p>(1) "Child" or "children" means people who are five years of age or less.</p> <p>(2) "Child care facility" means any entity regulated by the Department of Social Services and enrolled in the ABC Quality program within geographically eligible counties.</p> <p>(3) "Child care provider" means a taxpayer who owns or operates an eligible child care facility or facilities.</p> <p>(4) "Eligible child care staff" means an individual enrolled in the South Carolina Child Care Training System and who is employed in an eligible child care facility for a period of 6 consecutive months within the calendar year which participates in the ABC Quality program and is located within an eligible county associated with this pilot project.</p> <p>(5) "Quality Rating" means the level of attainment awarded to an eligible child care facility by the ABC Quality program operated by the Department of Social Services. The quality rating of the facility shall be based on the initial rating of the facility if it is the facility's first year participating in ABC Quality. Otherwise, the quality rating shall be the rating of the facility as of July first of the current fiscal year.</p> <p>(6) "Eligible County" means any of five South Carolina counties identified on the basis of current ABC Quality participation, number of children served who are receiving a child care voucher through the SC Voucher program, distribution of types of facility, availability of other support services and appropriated funds.</p>
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**SC First Steps to School Readiness**

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(B) During the current fiscal year, with funds allocated explicitly for this purpose by the General Assembly, the Office of First Steps to School Readiness is directed to transfer \$ 2,346,038 to the SC Department of Revenue for the purpose of covering the tax credits and any payouts for eligible submissions of the tax returns of eligible participants for the 2018 tax year as a part of the pilot program. The amount transferred must conform with the total funds appropriated for this purpose as contained in this Act.

(C) An individual taxpayer or corporate taxpayer defined as a child care provider in section (A)(3) of this proviso is entitled to a refundable tax credit against income or corporation income tax in exchange for service to children participating in the SC Voucher program operated by the Department of Social Services. The tax credit shall be refundable and the amount will be based upon the duration of service and the number of children ages 0 to 5 who participate in the SC Voucher Program and who are attending a child care facility or facilities operated by the child care provider, multiplied by an amount which shall be based upon the facility's ABC Quality rating at the time they served the child/children participating in the SC Voucher program as follows:

<b>Quality Rating of Child Care Facility</b>	<b>Tax Credit per Eligible Child Per Week Attending</b>
A+ and A rated	\$30
B+ rated	\$25
B rated	\$20
C rated	\$10

(D) (a) A taxpayer employed as an eligible child care staff as defined in subsection (A) of this proviso is entitled to a refundable tax credit against personal income taxes imposed pursuant to Chapter 6, Title 12.- The tax credit shall be refundable based on the limit associated with the following levels of qualification for eligible child care staff:

<b>Child Care Staff Qualification</b>	<b>Tax Credit</b>
Master	\$3,000
Accomplished	\$2,500
Skilled	\$2,000
Entry	\$1,000

(b) In order to receive the credit provided for in this Section, the child care director or staff person shall file with his income tax return an attestation developed by the Department of Revenue verifying that the individual meets all the requirements and qualifications of a child care director or staff person for the level claimed. The Department of Social Services shall provide an annual data file to the Department of Revenue identifying the child care directors and staff persons eligible under sections (C) and (D).

(E) SC First Steps, in conjunction with local First Steps Partnerships will serve as Education and Training Navigators for child care staff within participating counties. Navigators will provide information and guidance to child care owners, operators, directors, and staff in pilot counties regarding the tax credit qualifications, the process

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for filing and how to access educational and training resources that will allow them to increase their professional skills and knowledge.

(F) The Education Oversight Committee will evaluate the success of the pilot with assistance and support from the Department of Revenue and will present their findings to the Governor, the Chairman of the Senate Finance Committee and the Chairman of the House Ways and Means Committee by June 30, 2019.

(G) The credits provided for in this Section shall be allowed against income tax or corporate franchise tax for the taxable period in which the credit is earned. If the tax credit exceeds the amount of such taxes due, then the unused credit shall be refunded.

(H) If the Department of Revenue finds that a child care facility, a business, or an individual has obtained a tax credit in violation of the provisions of this Chapter, including but not limited to fraud or misrepresentation, then the taxpayer's state income tax for such taxable period shall be increased by such amount necessary for the recapture of the tax credit provided for in this proviso granted to a taxpayer, but later disallowed, may be recovered by the secretary of the Department of Revenue through any collection remedy and initiated within three years from December thirty-first of the year in which the credit was taken.

*Paste FY 2017-18 text above, then bold and underline insertions and strikethrough deletions. For new proviso requests, enter requested text above.*

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**FORM E – AGENCY COST SAVINGS AND GENERAL FUND REDUCTION  
CONTINGENCY PLAN**

<b>TITLE</b>	Agency Cost Savings and General Fund Reduction Contingency Plan
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<b>AMOUNT</b>	<p><b>\$195,646</b></p> <p><i>What is the General Fund 3% reduction amount (minimum based on the FY 2017-18 recurring appropriations)? This amount should correspond to the reduction spreadsheet prepared by EBO.</i></p>
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<b>ASSOCIATED FTE REDUCTIONS</b>	<p>No FTE's would be reduced. Any general fund reductions for staffing would be covered by other sources of funds.</p> <p><i>How many FTEs would be reduced in association with this General Fund reduction?</i></p>
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<b>PROGRAM/ACTIVITY IMPACT</b>	<p>The CDEPP (4K) Program would be the only program impacted by a potential 3% general fund reduction. The total amount would be \$195,646. This program provides full day funding for 4 year old kindergarten at private providers for children in low income families.</p> <p><i>What programs or activities are supported by the General Funds identified?</i></p>
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<b>SUMMARY</b>	<p>3% of the total amount of General Funds received by the organization in SFY 2017-18 would be \$6,521,510 X .03 = \$195,645. This consists of the following:</p> <table> <tr> <td>Classified Positions</td> <td>\$</td> <td>2,029</td> </tr> <tr> <td>Employer Contrib.</td> <td>\$</td> <td>891</td> </tr> <tr> <td>CDEPP</td> <td></td> <td>\$192,726</td> </tr> <tr> <td>Total</td> <td></td> <td>\$195,646</td> </tr> </table> <p>These funds are allocated for the CDEPP Program for children. These reductions could be absorbed with no reduction in services at this point in time.</p>	Classified Positions	\$	2,029	Employer Contrib.	\$	891	CDEPP		\$192,726	Total		\$195,646
	Classified Positions	\$	2,029										
Employer Contrib.	\$	891											
CDEPP		\$192,726											
Total		\$195,646											

*Please provide a detailed summary of service delivery impact caused by a reduction in General Fund Appropriations and provide the method of calculation for anticipated reductions. Agencies should prioritize reduction in expenditures that have the least significant impact on service delivery.*

<b>AGENCY COST SAVINGS PLANS</b>	<p>The agency is constantly evaluating ways to be more efficient and provide greater benefit to the people we serve. This includes working on quality of services, and working to keep costs as low as possible, while accomplishing our mission.</p>
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*What measures does the agency plan to implement to reduce its costs and operating expenses by more than \$50,000? Provide a summary of the measures taken and the estimated amount of savings. How does the agency plan to repurpose the savings?*

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**FORM F – REDUCING COST AND BURDEN TO BUSINESSES AND CITIZENS**

<b>TITLE</b>	SC First Steps
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*Provide a brief, descriptive title for this request.*

<b>EXPECTED SAVINGS TO BUSINESSES AND CITIZENS</b>	SC First Steps does not assess fines or fees associated with its services. First Steps has no regulations on businesses or members of the public.
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*What is the expected savings to South Carolina’s businesses and citizens that is generated by this proposal? The savings could be related to time or money.*

<b>FACTORS ASSOCIATED WITH THE REQUEST</b>	<b>Mark “X” for all that apply:</b> <input type="checkbox"/> Repeal or revision of regulations. <input type="checkbox"/> Reduction of agency fees or fines to businesses or citizens. <input type="checkbox"/> Greater efficiency in agency services or reduction in compliance burden. <input type="checkbox"/> Other
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<b>METHOD OF CALCULATION</b>	
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*Describe the method of calculation for determining the expected cost or time savings to businesses or citizens.*

<b>REDUCTION OF FEES OR FINES</b>	
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*Which fees or fines does the agency intend to reduce? What was the fine or fee revenue for the previous fiscal year? What was the associated program expenditure for the previous fiscal year? What is the enabling authority for the issuance of the fee or fine?*

<b>REDUCTION OF REGULATION</b>	
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*Which regulations does the agency intend to amend or delete? What is the enabling authority for the regulation?*

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**SUMMARY**

*Provide an explanation of the proposal and its positive results on businesses or citizens.  
How will the request affect agency operations?*