

**MEMORANDUM OF AGREEMENT**

**Between**

**SC Department of Social Services**

**and**

**Epworth Children's Home  
Contract 4400033293**

This Memorandum of Agreement (MOA) is entered into as of July 1, 2023, by and between the South Carolina Department of Social Services, Post Office Box 1520, Columbia, South Carolina 29205-1520 hereafter referred to as "SCDSS", and Epworth Children's Home, 2900 Millwood Ave Columbia, SC 29205 hereafter referred to as "Contractor".

**RECITALS**

WHEREAS, the FY 2023-24 Appropriations Act, Proviso 118.19(B)(79) appropriates \$600,000.00 to Epworth Children's Home; and

WHEREAS, the Contractor shall use these funds for the Expansion of the Institute for Child and Family Wellbeing; and

WHEREAS, the mission of SCDSS is to serve South Carolina by promoting the safety, permanency, and well-being of children and vulnerable adults, helping individuals achieve stability and strengthening families; and

NOW THEREFORE, the parties to this MOA, in consideration of the mutual promises, covenants, and stipulations set forth herein, agree as follows:

**ARTICLE I**

**TERM OF THE AGREEMENT**

The Memorandum of Agreement shall take effect July 1, 2023 and shall continue in full force and effect until June 30, 2024.

**ARTICLE II**

**SCDSS RESPONSIBILITIES**

SCDSS agrees to provide the following: To pay the Contractor a sum of \$600,000.00 for the expansion of the Institute for Child and Family Wellbeing.

## ARTICLE III

### CONTRACTOR'S RESPONSIBILITIES

#### A. Program Description

In 2018 Epworth established the Institute for Child and Family Well-being. The Institute has transformed the landscape of Epworth and the United Methodist Conference through collaborative efforts across the state.

The mission of the Institute, through the composition of its centers, is to improve and coordinate interdisciplinary thinking and intervention activities to improve outcomes for children and families in South Carolina as they move toward safety, permanency, and well-being through its formation of partnerships with the United Methodist Conference and missional outposts in the state to mobilize 230,000 congregants to serve children and families.

A framework that encompasses social support and emotional wellness, physical health, safety, mental health, and economic well-being was created through the foundation of the Centers of Excellence. The Institute began with the foundation of the first five centers listed below:

- The Center for Family Engagement
- The Center for Child and Family Counseling
- The Center for Independent Living
- The Epworth Center for Family Empowerment
- The Epworth Family Care Center

#### B. Scope of Work

One of the Institute's targets is growth of foster care programming across the state through the Center of Family Engagement. Keeping children in their counties of origin promotes permanency and overall well-being as visits and communication with birth parents and/or kin caregivers is more readily accessible. The centers under the Institute are credentialed in evidence-based practice models, specifically, Together Facing the Challenge and Trauma Focused-Cognitive Behavioral Therapy. These models are implemented by credentialed staff and monitored by the Director of Training and Evidence-based Practice.

Epworth will conclude the expansion of the Center for Family Engagement, serving foster youth, into the final regions of the state. In August 2021, Epworth began operations in Rock Hill. The final outpost Epworth opened in the summer of 2023, serving the Lowcountry coastal region of the state, is Beaufort County.

The Church provides the missional backdrop for delivering the resources needed to assist birth, kinship, and foster parents in creating a system of safety, permanency and well-being that children and youth deserve. This project allows the Institute to further its expansion efforts by focusing on program development in the lower coastal region, specifically Beaufort County.

The second proposed outcome is the implementation of prevention services throughout the state. Epworth received its fourth grant from SCDSS to expand the Homebuilders® program into the Pee Dee region, specifically Florence and surrounding counties. With the addition of the fourth location, Homebuilders® will be operational in all regions of the state. Epworth is also growing its Center for Counseling and Circle of Parents® prevention mutual self-help groups.

## C. Project Objectives

As a result of operationalizing the centers across the state, the Institute is creating a continuum of care that will allow Epworth to best meet the needs of the child and families where they are in their journey. The design of the continuum generates a “no wrong door” approach to accessing the right service.

### 1. Capacity Building

- Epworth will continue its expansion and diversification toward the ultimate goal of building the capacity to implement a full continuum of care to include a continued focus on family preservation, prevention efforts and foster care services.
- Epworth has embraced the culture of hiring a credentialed and qualified workforce. Workforce capacity building has been in the forefront of efforts to create a stable employee base because this translates to the full operational effectiveness of the organization. The capacity building and development funding currently needed is represented in the budget submitted with this grant.

### 2. Institute for Child and Family Wellbeing

- Epworth will continue its Process and Outcomes Evaluation to move the organization fully into using accountability metrics to make data-based decisions. Epworth will enhance The Centers under the Institute to achieve the organization’s overall wellbeing indicator targets.
- Epworth will continue mobilizing faith-based partners to support birth, kinship and foster parents and children with resource closets, babysitting, “respite” help, tutoring, and mutual self-help groups. This will enhance stability for the child and family through placing proper support around them.
- Currently, there are foster care programs in Charleston, Greenville, Spartanburg, Florence, Rock Hill, and Columbia. Epworth seeks to further its expansion through its newest location in Beaufort County, specifically Hilton Head Island.

The Institute uses PQI data to drive best practice, make changes when needed, and to assure continuation of accreditation, and conduct research to further the cause of the Institute and best practice in the Centers.

Through the collaboration with the University of South Carolina Institute and other partners, the Institute developed and uses measurement methods for success or improvement strategies. The Institute evaluates best practice models for each center, acquiring evidence-based practice (EBPs) models as necessary, assuring EBPs are embedded in the culture of practice at Epworth, and assuring fidelity to each EBP model. There is reporting and data collection from each center as a monitoring and evaluation tool for assuring fidelity, and these data are reported to the Senior Directors of the Institute, Chief Program Officer and President/CEO for the purpose of determining accomplishment of the overall outcomes.

- The Center for Family Engagement will license 20 foster families during year one
- Epworth will maintain 75% foster parent retention annually
- 90% of persons served will experience placement stability
- 80% of persons served in foster care will discharge to less restrictive placements
- 100% of clients will remain safe with no substantiation of abuse or neglect
- 90% of those served by the Institute will experience service delivery that is satisfactory or above

- 90% of clients will demonstrate an increase in well-being as evidenced by behavior and assessment indicators
- 80% of clients will be stable in their discharged setting 90 days post discharge

Epworth has a long tradition of assessing the needs of underserved children and their families and of offering new services and programs that meet the changing needs of South Carolina's families. The centers of excellence in the Institute for Child and Family Wellbeing reflect Epworth's recognition of the demands that the 21st century places on abused children and the families from which they come. Foster family programs, kinship care initiatives, counseling programs that address a wide spectrum of therapeutic needs, family care programs, services for older, disengaged youth, and other initiatives have all been developed to meet new demands and acute challenges of the times in which we live.

Epworth Children's Home, through a comprehensive Implementation Plan, is implementing the Church model to drive our practice and outcomes. Our service footprint will continue to project into South Carolina's cities and communities as we broaden our focus to impact high rates of poverty, family disintegration, poor educational outcomes, social injustice, and other cycles of adverse conditions that thousands of children each year.

#### **D. Reporting Requirements**

Contractor is required to submit a report to DSS that includes an accounting of how the funds were spent to include a quarterly spending update and a report with outcome measurements used to determine the success of the stated goals by June 30, 2024.

See Attachment A for required quarterly expenditure report form (will be sent as a separate excel document).

See Attachment B for Proviso 117.21.

#### **E. Amendment**

No amendment or modification of this Agreement shall be valid unless it shall be made in writing and signed by both parties.

#### **F. Safeguarding Information**

The Contractor shall safeguard the use and disclosure of information about applicants and recipients of services in addition to restricting access to, use, and disclosure of such information in compliance with applicable federal and state laws.

#### **G. Fines and Penalties**

The Contractor is responsible for paying all fines and penalties incurred by the performance of services provided through this MOA.

IN WITNESS WHEREOF, The SCDSS and Provider, by their authorized agents, in consideration of the mutual promises, covenants, and conditions exchanged between them, have executed this agreement to be effective as of the first day of July 2023.

**Signature of Responsible Parties:**

Susan  
Roben

Digitally signed by Susan  
Roben  
Date: 2023.11.13  
18:04:35 -05'00'

11/13/2023

**Susan Roben**  
**SCDSS Chief Financial Officer**

**Date**

*B Williams*

11/9/23

**Provider's Name**

**Date**

# ATTACHMENT A



## State of South Carolina Contribution Expenditure Report

This form is designed to collect the quarterly and annual expenditure reports required by South Carolina in accordance with Proviso 117.21 of the appropriations act and Executive Order 2022-19. This form must be submitted to the state agency that is providing the contribution to the designation organization at the end of year quarter and by June 30, 2024.

### Contribution Information

Amount	State Agency Providing the Contribution	Purpose

### Organization Information

Entity Name	
Address	
City/State/Zip	
Website	
Tax ID#	
Entity Type	

### Organization Contact Information

Name	
Position/Title	
Telephone	
Email	

### Reporting Period

Reporting Period	
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### Accounting of how the funds have been spent:

Description <i>(Attach additional detail for subgrantees and affiliated nonprofits)</i>	Budget	Expenditures				Total	Balance
		Quarter 1	Quarter 2	Quarter 3	Quarter 4		
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
						\$0.00	\$0.00
<b>Grand Total</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Explanation of any unspent funds (to be provided only if unspent funds remain at the end of the fiscal year) :**

### Expenditure Certification

The Organization certifies that the funds have been expended in accordance with the Plan provided to the Agency Providing the Distribution and for a public purpose.

Signature		Title		
Printed Name		Date		

## **ATTACHMENT B**

### **South Carolina General Assembly 124th Session, 2021-2022**

#### **H. 5150**

#### **General Appropriations Bill for Fiscal Year 2022-2023 Ratified Version**

#### **PART IB**

#### **OPERATION OF STATE GOVERNMENT**

**117.21.** (GP: Organizations Receiving State Appropriations Report). Each state agency receiving funds that are a direct appropriation to a non-profit organization, prior to disbursing the funds, shall require from each recipient organization a plan of how the state funds will be spent and how the expenditures will provide a public benefit. The Executive Budget Office, Department of Administration shall provide each state agency with a standard form for collecting the information required. After receiving the funds, non-profit organizations shall provide quarterly spending updates to the respective state agency. After all state funds have been expended, each organization shall provide an accounting of how the funds were spent. State agencies receiving funds pursuant to this provision shall report the information collected to the Executive Budget Office, the Chairman of the Senate Finance Committee, and the Chairman of the House Ways and Means Committee by June 30th. No funds in this act shall be disbursed to organizations or purposes which practice discrimination against persons by virtue of race, creed, color, or national origin.



### State of South Carolina Request for Contribution Distribution

This form is designed to collect the information required by South Carolina in accordance with Proviso 117.21 of the appropriations act of 2022 and Executive Order 2022-19. This form must be submitted to the state agency that is providing the contribution for the designated organization. The state agency providing the contribution should use this form to collect information from the designated organization. The information must be collected from the designated organization before the funds can be disbursed.

#### Contribution Information

Amount	State Agency Providing the Contribution	Purpose
\$600,000.00	L040 - Department of Social Services	2023- 24 State Appropriations Act

#### Organization Information

Entity Name	Epworth Children's Home
Address	2900 Millwood Ave
City/State/Zip	Columbia, SC 29205
Website	www.epworthchildrenshome.org
Tax ID#	57-0314389
Entity Type	Nonprofit Organization

#### Organization Contact Information

Contact Name	Beth Williams
Position/Title	CEO
Telephone	803-681-0144
Email	bwilliams@epworthsc.org

#### Plan/Accounting of how these funds will be spent:

Description	Budget	Explanation
Salaries for increase of recruitment (staff and clinical support)	\$496,986.00	
Performance and Retention Bonuses	\$8,000.00	
Fringe Benefits	\$48,000.00	
Training and Education	\$8,000.00	
Travel	\$33,790.00	
Recruitment Expenses for Foster Families	\$3,000.00	
Foster Family Support Expenses	\$3,000.00	
<b>Grand Total</b>	<b>\$600,776.00</b>	

#### Please explain how these funds will be used to provide a public benefit:

To improve and coordinate interdisciplinary thinking and intervention activities to improve outcomes for children and families in South Carolina as they move toward safety, permanency, and well-being through its formation of partnerships with the United Methodist Conference and missional outposts in the state to mobilize 230,000 congregants to serve children and families.

#### Organization Certifications

- 1) Organization hereby gives assurance that no person shall, upon the grounds of race, creed, color, or national origin, be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under any program or activity for which this organization is responsible.
- 2) Organization certifies that it will provide quarterly spending reports to the Agency Providing Contribution listed above.
- 3) Organization certifies that it will provide an accounting at the end of the fiscal year to the Agency Providing Contribution listed above.
- 4) Organization certifies that it will allow the State Auditor to audit or cause to be audited the contributed funds.

B Williams  
Organization Signature

CEO  
Title

Beth Williams  
Printed Name

11/9/23  
Date

#### Certifications of State Agency Providing Contribution

- 1) State Agency certifies that the planned expenditure aligns with the Agency's mission and/or the purpose specified in the appropriations act of 2022.
- 2) State Agency certifies that the Organization has set forth a public purpose to be served through receipt of the expenditure.
- 3) State Agency certifies that it will make distributions directly to the organization.
- 4) State Agency certifies that it will provide the quarterly spending reports and accounting received from the organization to the Senate Finance Committee, House Ways and Means Committee, and the Executive Budget Office by June 30, 2024.
- 5) State Agency certifies that it will publish on their website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21 of the appropriations act of 2022.
- 6) State Agency will certify to the Office of the Governor that it has complied with the requirements of Executive Order 2022-19 by June 30, 2024.

Mike Leach Digitally signed by Mike Leach  
Date: 2023.11.13 18:09:59 -05'00'

11-13-2023  
Date

Agency Head Signature  
Mike Leach

Printed Name