

**STATE OF MISSISSIPPI  
 MISSISSIPPI DEPARTMENT OF HUMAN SERVICES  
 SUBGRANT SIGNATURE SHEET  
 P. O. BOX 352  
 JACKSON, MISSISSIPPI 39205-0352**

MDHS FUNDING DIVISION: Workforce Development

<b>1. SUBGRANTEE'S NAME, ADDRESS &amp; PHONE NUMBER:</b>  <u>Save the Children Federation, Inc.</u> <u>501 Kings HWY E STE 400</u> <u>Fairfield, CT 06825</u>  <b>SUBGRANTEE'S FISCAL YEAR END DATE:</b>  <b>NAME/TITLE OF OFFICERS: (SUBGRANT ENTITY)</b> <u>A. Betsy Zorio, Vice President</u> <u>B. Kathleen McLaughlin</u> <u>C.</u>  <b>CONTACT PERSON:</b> <u>Kathleen McLaughlin</u>  <b>DUNS:</b> <u>                    </u> <b>E-MAIL:</b> <u><a href="mailto:kmclaughlin@savechildren.org">kmclaughlin@savechildren.org</a></u> <b>PHONE:</b> <u>(202) 794-1689</u>	<b>2. EFFECTIVE DATE:</b> <p align="center">January 1, 2020</p> <b>3. AGREEMENT NUMBER(S):</b> <p align="center">6018409/6018410</p> <b>4a. GRANT IDENTIFIER (funding source and year):</b> <u>APA</u> <u>TANF 2020</u> <b>b. CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) #:</b> <u>93.558</u>  <b>5. BEGINNING AND ENDING DATES:</b> <p align="center">January 1, 2020 through September 30, 2020</p> <b>6. SUBGRANT PAYMENT METHOD:</b>  <table style="width:100%; border: none;"> <tr> <td style="border: none;"><u>                    </u></td> <td style="border: none;">CURRENT NEEDS/CASH ADVANCE</td> </tr> <tr> <td style="border: none;"><u>          x          </u></td> <td style="border: none;">COST REIMBURSEMENT</td> </tr> <tr> <td style="border: none;"><u>                    </u></td> <td style="border: none;">OTHER</td> </tr> </table> <b>7. PAGE 1 OF 4</b>	<u>                    </u>	CURRENT NEEDS/CASH ADVANCE	<u>          x          </u>	COST REIMBURSEMENT	<u>                    </u>	OTHER
<u>                    </u>	CURRENT NEEDS/CASH ADVANCE						
<u>          x          </u>	COST REIMBURSEMENT						
<u>                    </u>	OTHER						

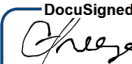

<b>8. THE FOLLOWING FUNDS ARE OBLIGATED:</b>			
FEDERAL	\$ 165,000.00	ADMINISTRATION	\$ 15,000.00
STATE	\$ -	SERVICES	\$ 150,000.00
OTHER	\$ -	OTHER	\$ -
<b>TOTAL</b>	<b>\$ 165,000.00</b>	<b>TOTAL</b>	<b>\$ 165,000.00</b>

**9. THE SUBGRANTEE AGREES TO ADMINISTER THIS SUBGRANT IN ACCORDANCE WITH ALL FEDERAL AND/OR STATE PROVISIONS THAT ARE APPLICABLE TO SAID SUBGRANT. THE FOLLOWING DOCUMENTS ARE INCORPORATED HEREIN:**

a. SUBGRANT SIGNATURE SHEET b. BUDGET SUMMARY c. COST SUMMARY SUPPORT SHEET d. BUDGET NARRATIVE e. SUBGRANT AGREEMENT 1) SCOPE OF SERVICES 2) GENERAL TERMS AND PROVISIONS	3) STANDARD ASSURANCES POLICY 4) DEBARMENT POLICY 5) DRUG FREE WORKPLACE POLICY 6) SUBGRANT MANUAL ACCEPTANCE f. VERIFICATION OF 25% FIDELITY BOND g. COPY OF BOARD RESOLUTION (if applicable) h. COST ALLOCATION PLAN & INDIRECT COST RATES
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**10. IDENTIFICATION OF OTHER FUNDING (List all other funds requested, anticipated or held over from prior years dedicated to this or similar programs including Federal, State, Local or Private funds. If additional space is needed, please attach typed pages).**

SOURCE	PURPOSE	CONTRACT #	PERIOD (dates)	AMOUNT
<u>n/a</u>	<u>                    </u>	<u>                    </u>	<u>                    </u>	\$ <u>                    </u>
<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>	\$ <u>                    </u>
<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>	\$ <u>                    </u>
<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>	\$ <u>                    </u>

<b>11. APPROVED FOR MDHS:</b> DocuSigned by: BY: <u></u> <u>1/3/2020</u> <u>Christopher Freeze</u>  <u>Executive Director</u> TITLE	<b>12. APPROVED FOR SUBGRANTEE:</b> DocuSigned by: BY: <u></u> <u>DATE: 1/3/2020</u> <u>Betsy Zorio</u>  <u>Vice President</u> TITLE
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**STATE OF MISSISSIPPI  
DEPARTMENT OF HUMAN SERVICES  
DIVISION OF WORKFORCE DEVELOPMENT  
SUBGRANT AGREEMENT**

**SUBGRANT AGREEMENT NUMBER: # 6018409/6018410**      APA

The **MISSISSIPPI DEPARTMENT OF HUMAN SERVICES, DIVISION OF WORKFORCE DEVELOPMENT**, hereinafter referred to as "MDHS," and Save the Children Federation, hereinafter referred to as "SUBGRANTEE," by the signatures affixed herein, do hereby make and enter into this Agreement.

WHEREAS, pursuant to Section 43-1-2 of the 1972 Mississippi Code Annotated, as amended and 42 U.S.C. '604a, MDHS is authorized to enter into agreements with public and private agencies for the purpose of purchasing certain services for the benefit of eligible individuals under the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, hereinafter the "Act"; and

WHEREAS, the Subgrantee is eligible for entering into agreements with MDHS for the purpose of providing services for the benefit of certain eligible individuals under the Act; and

WHEREAS, the services being contracted for in this Agreement are not otherwise available on a non-reimbursable basis; and

WHEREAS, MDHS wishes to purchase such services from Subgrantee;

NOW THEREFORE, in consideration of the mutual understandings and agreements set forth, MDHS and Subgrantee agree as follows:

**SECTION I  
PURPOSE**

The purpose of this Agreement is to engage 2020 TANF services of the Subgrantee.

**SECTION II  
RESPONSIBILITY OF SUBGRANTEE**

The Subgrantee shall provide, perform, and complete in a satisfactory manner as determined by MDHS, the services described in Exhibit A, entitled "Scope of Services" which is made a part hereof and incorporated by reference herein.

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### **SECTION III TERM OF AGREEMENT**

The Subgrantee shall undertake and complete services to be rendered under this Agreement beginning January 1, 2020 or after all parties have signed, whichever is later, and end September 30, 2020.

### **SECTION IV SUBGRANT AMOUNT AND PAYMENT**

#### **A. SUBGRANT AMOUNT**

As full and complete compensation for the services to be provided hereunder, total reimbursement by MDHS shall not exceed One Hundred Sixty Five Thousand Dollars (\$165,000.00) for the term of this subgrant. These services shall be budgeted in accordance with the Budget Sheets and Budget Narrative attached hereto as Exhibit B and incorporated herein.

#### **B. MAXIMUM LIABILITY**

Irrespective of any other provisions of this Agreement, its attachments, laws and regulations or the obligation of the Subgrantee, the liability of payment by MDHS to Subgrantee of federal and/or state funds shall be limited to an amount not to exceed the sum of One Hundred Sixty Five Thousand Dollars (\$165,000.00) in consideration of all the activities and/or services provided pursuant to this Agreement unless specifically increased in accordance with Section XXIII of the Agreement.

#### **C. CONSIDERATION AND METHOD OF PAYMENT**

Payment method is **Cost Reimbursement** as referenced on the Subgrant/Contract Signature Sheet, Item 6. Subgrantees must submit a monthly claim form for funds detailing the actual expenses incurred during the previous month. Any claim form submitted for payment (either Cash Advance or Cost Reimbursement) shall include supporting documentation detailing the payment request.

Subgrantees may submit an initial payment request projecting its cash needs for only the first 60 days of the subgrant term. All payment requests following the initial request will be on a Cost Reimbursement basis for the remainder of the subgrant agreement term.

Eligible expenses are outlined in the Budget Summary and Cost Summary Support Sheet(s), attached hereto and made a part hereof. For any request for funds to be processed, MDHS must receive required monthly program and fiscal reports as outlined in Section XIX of this Agreement. Any increase, decrease or change in the funding under this Agreement that is authorized by the parties, in compliance with applicable laws and policies, shall require a modification of the amounts listed in the Budget Summary and Cost Summary Support Sheets pursuant to Section XXIII of this Agreement.

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**SECTION V  
AVAILABILITY OF FUNDS**

It is expressly understood and agreed that the obligation of MDHS to proceed under this Agreement is conditioned upon the appropriation of funds by the Mississippi State Legislature and/or the receipt of federal and state funds. In the event that the funds anticipated for the fulfillment of this Agreement are, at any time, not forthcoming or are insufficient, either through the failure of the federal government to provide funds, or of the State of Mississippi to appropriate funds, or through the discontinuance or material alteration of the program under which funds were provided, or if funds are not otherwise available to MDHS for the performance of this Agreement, MDHS shall have the right to immediately terminate this Agreement, without damage, penalty, cost or expense to MDHS of any kind whatsoever. The ultimate decision as to whether or not funds continue to be available for the performance of this Agreement lies solely with MDHS.

**SECTION VI  
RELATIONSHIP OF THE PARTIES**

- A.** It is expressly understood and agreed that MDHS enters into this Subgrant with Subgrantee on a purchase of service basis and not on an employer-employee relationship basis. Nothing contained herein shall be deemed or construed by MDHS, the Subgrantee, or any third party as creating the relationship of principal and agent, partners, joint ventures, or any similar such relationship between MDHS and the Subgrantee. Neither the method of computation of fees or other charges, nor any other provision contained herein, nor any acts of MDHS or the Subgrantee hereunder, creates or shall be deemed to create a relationship other than the independent relationship of MDHS and the Subgrantee.
- B.** Subgrantee represents that it has, or will secure, at its own expense, applicable personnel who shall be qualified to perform the duty required to be performed under this Subgrant.
- C.** Any person assigned by Subgrantee to perform the services hereunder shall be the employee of Subgrantee, who shall have the sole right to hire and discharge its employee. MDHS may, however, direct Subgrantee to replace any of its employees under this Subgrant. If Subgrantee is notified within the first eight (8) hours of assignment that the person is unsatisfactory, Subgrantee will not charge MDHS for those hours. The Subgrantee will replace the employee within 5 days after receipt of notice from MDHS.
- D.** It is further understood that the consideration expressed herein constitutes full and complete compensation for all services and performances hereunder, and that any sum due and payable to Subgrantee shall be paid as a gross sum with no withholdings or deductions being made by MDHS for any purpose from said Subgrant sum.
- E.** Subgrantee shall pay when due all salaries and wages of its employees, and it accepts exclusive responsibility for the payment of Federal Income Tax, State Income Tax, Social Security, Unemployment Compensation and any other withholdings that may be required.

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**SECTION VII  
TERMINATION OR SUSPENSION**

**A. TERMINATION FOR CAUSE**

If, through any cause, Subgrantee fails to fulfill in a timely and proper manner, as determined by MDHS, its obligations under this Subgrant, or if Subgrantee violates any of the covenants, agreements, or stipulations of this Subgrant, MDHS shall thereupon have the right to terminate the Subgrant by giving written notice to Subgrantee of such termination and specifying the effective date thereof at least five (5) days before the effective date of such termination.

**B. TERMINATION FOR CONVENIENCE**

This Agreement may be terminated for convenience, in whole or in part, as follows:

1. By MDHS with the consent of the Subgrantee, in which case the two parties shall agree upon the termination conditions, including the effective date, and in the case of partial termination, the portion to be terminated; or
2. By the Subgrantee upon written notification to MDHS, setting forth the reasons for such termination, the effective date, and in the case of partial termination, the portion to be terminated. However, if, in the case of a partial termination, MDHS determines that the remaining portion of this subgrant will not accomplish the purposes for which the subgrant was made, MDHS may, without the Subgrantee's consent, terminate this subgrant in its entirety.

**C. TERMINATION IN THE BEST INTEREST OF THE STATE**

This Subgrant may be terminated by the MDHS in whole, or in part, with 15 days' notice whenever MDHS makes the final determination that such termination is in the best interest of the State of Mississippi. Any such determination will be effected by delivery in writing to the Subgrantee of a notice specifying the extent to which the Subgrant is terminated and the date upon which termination becomes effective. Once the Subgrantee has received notice of termination, Subgrantee shall not make further expenditures for the provision of services under the Subgrant.

**D. TERMINATION FOR FORCE MAJEURE**

If either Party is rendered unable, wholly or in part, by reason of strikes, accidents, acts of God, weather conditions or other acts beyond its control and without its fault or negligence, to comply with its obligations under this Subgrant, then such party shall have the option to terminate this Subgrant, in whole or in part, upon giving written notice to the other Party.

**E. PARTIAL TERMINATION**

In the event of a partial termination, the Subgrantee shall incur no obligations other than those specifically identified in the agreement or contract governing the partial termination.



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**F. RIGHTS AND REMEDIES UPON TERMINATION OR SUSPENSION**

In the event of termination or suspension as provided in this Section, Subgrantee shall be entitled to receive just and equitable compensation for unreimbursed obligations or expenses that are reasonably and necessarily incurred in the satisfactory performance, as determined by MDHS, of this Agreement, that were incurred before the effective date of suspension or termination, and that are not in anticipation of termination or suspension. Costs of the Subgrantee resulting from obligations incurred by the Subgrantee during a suspension or after termination of this subgrant are not allowable under this Agreement. In no case, however, shall said compensation or payment exceed the total amount of this subgrant as set forth in Section IV. Notwithstanding any provisions of this subgrant, Subgrantee shall be liable to MDHS for damages sustained by MDHS by virtue of any breach of this Agreement by Subgrantee, and MDHS may withhold any payments to Subgrantee for the purpose of set off until such times as the exact amount of damages due to MDHS from Subgrantee are determined.

In case of termination or suspension as provided hereunder, all property, finished or unfinished documents, data, studies, surveys, drawings, photographs, manuals and reports or other materials prepared by or for the Subgrantee under this Agreement shall, at the option of MDHS, become the property of MDHS and shall be disposed of according to MDHS' directives.

The rights and remedies of MDHS provided in this Section shall not be exclusive and are in addition to any other rights and remedies provided by law or in equity.

**G. TERMINATION OR SUSPENSION**

If the Subgrantee materially fails to comply with any of the covenants, terms or stipulations of this Agreement, whether stated in a federal statute or regulation, an assurance, in the State plan or application, a notice of award, or elsewhere, MDHS may, upon giving written notice to Subgrantee, take one or more of the following actions, as appropriate in the circumstances:

1. Temporarily withhold cash payments pending correction of the deficiency by Subgrantee or more severe enforcement action by MDHS;
2. Disallow (that is, deny both use of funds and, if applicable, matching credit for) all or part of the cost of the activity or action not in compliance;
3. Wholly or partly suspend or terminate the current award for the Subgrantee's program;
4. Withhold further awards for the Subgrantee's program; or
5. Take other remedies that may be legally available.

**SECTION VIII  
COMPLAINT RESOLUTION**

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Subgrantee assures that persons requesting or receiving services under this Agreement shall have the right to a complaint resolution procedure regarding any decision relating to this Agreement. Said procedures may be under the Fair Hearing Procedure of the Mississippi Department of Human Services, or under a conciliation process, or that required by the MDHS as authorized by the Mississippi Administrative Procedures Law, Mississippi Code Annotated 1972, as amended, Section 25-43-1 et. seq., or under the complaint procedure of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, whichever is appropriate to the complaint as directed by MDHS.

## **SECTION IX COMPLIANCE WITH LAWS, RULES, AND REGULATIONS**

Subgrantee shall comply with all applicable policies and procedures of MDHS and with all applicable laws, rules and regulations of the federal government and of the State of Mississippi that may affect the performance of services under this Agreement. The Subgrantee shall comply with, among other regulations, the Act; the current MDHS Subgrant Agreement Manual, and the applicable Code of Federal Regulations.

If the Subgrantee advertises or prints brochures, flyers or any other material, printed or otherwise, relating to, or promoting, the services which it is providing through this Subgrant, it shall acknowledge that said funding for said Subgrant and for said advertising was provided by MDHS.

In executing this Subgrant, Subgrantee shall comply with all federal and/or state statutes or regulations that are made applicable to the grant when properly promulgated and published by the Federal and/or State Government. It is specifically agreed that should additional federal legislation be enacted, or should the U.S. Department of Health and Human Services or other governing federal agencies enacted new regulations or promulgate changes or amendments in existing regulations which require changes in any provision of their grant, then those provisions of this Subgrant affected thereby shall automatically be amended to conform to such federal statute or regulation as of the effective date of their enactment.

## **SECTION X STANDARD ASSURANCES**

This Agreement is subject to the Subgrant/Contract Signature Sheet, the Budget and Cost Summary Support Sheets, the Scope of Services (Exhibit A), Budget Narrative (Exhibit B), the Standard Assurances, the Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements, the Certifications Regarding Monitoring Findings; Audit Findings; and Litigation Occurring within the Last Three Years, the Certification of Adequate Fidelity Bonding (Exhibit C), Board Member=s Notification of Liability, (Exhibit D) Current MDHS Subgrant Agreement Manual Acceptance Form (Exhibit E), Federal Debarment Verification Requirement (Exhibit F) and Partnership Debarment Verification Form (Exhibit G), Minority Vendor Verification (Exhibit H); all of the foregoing being attached hereto and incorporated by reference herein.

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**SECTION XI  
AGREEMENTS BY SUBGRANTEE**

**A. GENERAL RESPONSIBILITY**

It is understood and agreed that the Subgrantee may be entering into certain subcontracts with eligible entities (hereinafter referred to as Subgrantee's Contractor/Subcontractor) for the provision of the aforementioned services. Entities currently in a contractual relationship with MDHS to provide the same or similar services are not eligible to enter into a Contract/Subcontract with the Subgrantee. Such subcontracts shall be governed by all of the provisions of this Agreement, and Subgrantee shall be fully responsible for the performance of any Subgrantee's Contractor/Subcontractor whatsoever and for any costs disallowed as a result of monitoring of the Subgrantee by MDHS and/or as a result of monitoring the Subgrantee's Contractor/Subcontractor either by MDHS or by the Subgrantee. Copies of all subcontracts and modifications shall be forwarded to MDHS funding division.

**B. USE OF FUNDS**

In any Contracts/Subcontracts which Subgrantee enters into with Contractors/Subcontractors for provision of services and/or goods under this Agreement, Subgrantee shall require that the funds obligated under said Contracts/Subcontracts shall be used to support the Contracts/Subcontracts for the provision of only such services authorized under this Agreement. Subgrantee agrees that it shall require all of such Subgrantee's Contractors/Subcontractors/Employees to comply with all local, municipal and county health, safety and other ordinances and requirements and with all applicable federal and state laws, statutes and regulations.

**C. ADMINISTRATIVE CHARGES**

Subgrantee agrees that it has not imposed and shall not impose any administrative charges on its subcontractors.

**SECTION XII  
ELIGIBILITY FOR SERVICES**

Subgrantee agrees to provide services only to the target population described in the Scope of Services (Exhibit A).

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### **SECTION XIII CONFIDENTIALITY**

All information regarding applicants for and recipients of services under this Agreement shall be available only to MDHS, Subgrantee, and/or to the appropriate subcontractor and to those persons authorized in writing to receive same by the client, or as otherwise authorized by law. The Subgrantee will guard against unauthorized disclosures. Nothing in this Section, however, shall affect provisions of Section XVIII of this Agreement.

### **SECTION XIV AUDIT**

#### **A. INTERNAL AUDITING**

Subgrantee shall conduct internal auditing procedures to ensure that the services provided and the activities performed with funds provided under this Agreement are in compliance with the provisions of this Agreement and with Subgrantee audit policy described in the current MDHS Subgrant Agreement Manual and all applicable laws, statutes, rules and regulations.

#### **B. INDEPENDENT AUDITING**

Subgrantee shall comply with the Single Audit Act of 1996, the applicable Office of Management and Budgets (OMB) Circular(s) and the current MDHS Subgrant Agreement Manual. The audit required under the Single Audit Act of 1996 must be performed by an Independent Auditor.

#### **C. RESPONSIBILITY OF SUBGRANTEE**

Subgrantee shall receive, reply to and resolve any audit and/or programmatic exceptions by appropriate state and/or federal audit related to this Agreement and/or any resulting Contract/Subcontract.

#### **D. SUPPLEMENTAL AUDIT**

MDHS retains the right to perform a supplemental audit and review, when MDHS deems the same to be appropriate, of any and all of the Subgrantee's and/or its Contractor/Subcontractor's books, records and accounts, and to initiate such audit and to follow any audit trail for a period of three (3) years from expiration date of this Agreement and for such additional time as required to complete any such audit and/or to resolve any questioned costs.

#### **E. AUDIT EXCEPTIONS**

Subgrantee shall pay to MDHS the full amount of any liability to the federal, state or local government resulting from final adverse audit exceptions under this Agreement and/or

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under any Contract/Subcontract funded hereunder. Audit exceptions may result in accepting a reduction of future amounts by a total equal to the amount disallowed or deferred, and/or by other methods approved by MDHS, including recoupment of funds paid to Subgrantee under this Agreement.

**SECTION XV  
INDEMNIFICATION**

MDHS shall, at no time, be legally responsible for any negligence or wrongdoing by the Subgrantee and/or its employees, servants, agents, and/or subcontractors. Subgrantee agrees to indemnify, defend, save and hold harmless MDHS from and against all claims, demands, liabilities, suits, damages, and costs of every kind and nature whatsoever, including court costs and attorney's fees, arising out of or caused by Subgrantee and its employees, agents, contractors, and/or subcontractors in the performance of this Subgrant. Subgrantee agrees that in any contract or subcontract into which it enters for the provision of the services covered by this Agreement, it shall require that its Contractors/Subcontractors, their officers, representatives, agents, and employees shall release and hold harmless MDHS and the State of Mississippi from and against any and all claims, demands, liabilities, suits, damages, and costs of every kind and nature whatsoever, including court costs and attorneys' fees, arising out of or caused by the Contractor/Subcontractor and/or its officers, representatives, agents, and employees in the performance of such services.

**SECTION XVI  
INSURANCE**

Subgrantee shall maintain Workers' Compensation insurance which shall inure to the benefit of all Subgrantee's personnel performing services under this Agreement, comprehensive general liability insurance and employee fidelity bond insurance in the amount equal to 25% of the funds awarded hereunder. Subgrantee shall furnish MDHS with a certificate of insurance providing the aforesaid coverage, prior to the commencement of performance under this Agreement. In any subcontract into which Subgrantee enters with Subcontractors, there shall be a like insurance provision in which the Subcontractor shall provide the same coverage to and for its personnel.

**SECTION XVII  
RECORDS**

**A. MAINTENANCE OF RECORDS**

Subgrantee shall maintain fiscal and program records, books, documents, and adhere to Generally Accepted Accounting Principles, which sufficiently and properly reflect all direct and indirect costs and cost of any nature expended in the performance of this agreement. Such records shall be subject, at all reasonable times, to inspection, review, audit or the like, by MDHS or by duly authorized federal and state personnel.

Fiscal Requirements and Audit. Subgrantee shall establish such fiscal control and fund accounting procedures, including internal auditing procedures, as may be necessary to assure the proper disbursement of and accounting for funds paid under this grant, including but

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not limited to the Single Audit Act of 1996. Subgrantee shall keep, maintain and present to MDHS, as required, necessary and proper vouchers, documentation and otherwise to support the expenditure of funds and Subgrantee shall adhere to State and Federal guidelines regarding subgrant provisions, financial documentation, and certifications per OMB Circular A-122, Cost Principles for Nonprofit Organizations, OMB A-87, Cost Principles for State, Local and Tribal Governments and OMB A-21, Cost Principles for Educational Institutions.

**B. ACCESS TO RECORDS**

Subgrantee agrees that MDHS, the federal grantor agency, the Comptroller General of the United States and/or any of their duly authorized representatives shall have access to any and all books, documents, papers, electronic media or records of the Subgrantee or of the Subgrantee's Contractors/Subcontractors which are pertinent to the program for the purpose of making audits, examinations, excerpts and transcripts of such records.

**C. RECORDS OF SUBGRANTEE**

Subgrantee agrees that in any Contracts/Subcontracts into which it enters with Contractors/Subcontractors it shall require said Contractors/Subcontractors to maintain fiscal and program records related to Contractor/Subcontractor's work performed under this Agreement, in accordance with MDHS' Records Retention and Access Policy, as set forth in the current MDHS Subgrant Agreement Manual.

**D. FINANCIAL DOCUMENTS**

The Subgrantee, by its signature affixed to this Subgrant Agreement, authorizes the release to MDHS of any and all financial documents and records maintained by such financial institutions as may be providing services to the Subgrantee which are pertinent to the services performed under this Subgrant in order to make audit, examination, excerpts, copies, and/or transcripts. Said financial deposits and records shall include, but are not limited to, statements of accounts, statements of deposits and/or withdrawal, cancelled checks and/or drafts. The request for said documents and/or records shall be made in writing by MDHS directly to the Subgrantee providing services.

Further, prior to the disbursement of any funds under this Subgrant, the Subgrantee shall provide, in writing, the name and address of the financial institution which shall act as the depository for said funds along with the specific account number(s) which shall be used in the expenditure of the Subgrant funds.

**SECTION XVIII  
AVAILABILITY OF INFORMATION**

Subgrantee shall furnish information and cooperate with all federal and/or state investigations, make such disclosure statements as may be required by the Agreement and other applicable federal and state laws, and federal and state regulations.

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## **SECTION XIX REPORTING**

### **A. MONTHLY REPORTING**

Subgrantee shall furnish MDHS written monthly reports of costs incurred and such reports shall contain sufficient data to provide evidence of budget compliance and shall be due ten (10) calendar days after the close of each month. Such reports shall be complete for the period covered and shall contain financial details pertaining to the execution of their subgrant.

As may be requested by MDHS, Subgrantee shall review and discuss any of such written reports at such time and in such manner as may be deemed necessary by MDHS.

### **B. TERMINATION REPORTS**

Subgrantee shall furnish MDHS a written termination report within ten (10) days from the termination date unless additional time is granted in writing by MDHS. The termination report shall include information and data required by MDHS to furnish evidence of financial and programmatic compliance.

### **C. FINAL FISCAL REPORT**

The Subgrantee shall provide a final fiscal report to MDHS within forty-five (45) calendar days after the ending of this Agreement and this, along with the Subgrantee's final fiscal and programmatic report will be used for the purpose of reconciling this Agreement to the actual expenditures for activities and services rendered not to exceed the maximum amount as set forth in Section IV.A of this Agreement. Any funds paid by MDHS to Subgrantee and not expended for activities or services under this Agreement or funds expended in violation of this Agreement, shall be considered MDHS funds and shall be returned to MDHS in full. Where deemed appropriate by MDHS and accepted by the Subgrantee, a reduction may be allowed in future payments under future agreements by a total amount equal to the amount disallowed or deferred, or by other methods approved by MDHS. Proper procedures for closeout of the Subgrant, as detailed in the current MDHS Subgrant Agreement Manual, shall be followed.

### **D. TAX REPORTS**

Subgrantee shall file timely federal and state tax reports as due and, if requested, shall furnish MDHS a copy of all reports within ten (10) days after filing.

## **SECTION XX DISPUTES**

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Any dispute concerning a question of fact under this Agreement which is not disposed of by agreement of the Parties hereto shall be decided by the Director of the funding division. This decision shall be reduced to writing and a copy thereof mailed or furnished to the Subgrantee and shall be final and conclusive, unless, within thirty (30) days from the date of the decision, Subgrantee mails or furnishes to the Executive Director of the Mississippi Department of Human Services a written request for review. Pending final decision of the Executive Director or his designee, the Subgrantee shall proceed in accordance with the decision of the Director of the funding division.

In a review before the Executive Director or designee, the Subgrantee shall be afforded an opportunity to be heard and to offer evidence in support of its position on the question and decision under review. The decision of the Executive Director or designee shall be final and conclusive unless that decision is determined by a court of competent jurisdiction in Jackson, Hinds County, State of Mississippi, to have been fraudulent, capricious or so grossly erroneous as necessarily to imply bad faith, or that it was not supported by substantial evidence.

**SECTION XXI  
WAIVER**

Failure of either party hereto to insist upon strict compliance with any of the terms, covenants, and conditions of this Agreement shall not be deemed a waiver or relinquishment of any similar right or power hereunder at any subsequent time or of any other provision hereof, nor shall it be construed to be a modification of terms of this Agreement.

**SECTION XXII  
PATENTS, COPYRIGHTS, AND RIGHTS IN DATA**

**A. PATENTS**

Should the activities of Subgrantee or its Contractor/Subcontractor include experimental, developmental or research projects, this Agreement shall be promptly amended to include the standard patent rights clauses as set forth in Public Law 98-620 (1984), 37 CFR 40, Part 401 - Rights to Inventions Made By Nonprofit Organizations and Small Business Firms under Government Grants, Subgrants, and Cooperative Agreements or any other applicable provision required by state and/or federal law, rule or regulation.

**B. COPYRIGHTS**

MDHS reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use:

1. The copyright in any work developed under this Agreement, or under any subgrant with any Subgrantee or its Contractors/Subcontractors' agreements; and
2. Any rights of copyright to which Subgrantee or its Contractors/Subcontractors purchase ownership with grant support under this Agreement.



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**C. RIGHTS AND DATA**

All systems, computer programs, operating instructions, and all other documentation developed for or specifically relating to information processing of any kind under this Agreement, and reports prepared by Subgrantee or its Contractors/Subcontractors will be the property of MDHS and will remain so upon completion or termination of this Agreement. All cards, magnetic tapes, disk packs, or other storage media, temporary and/or permanent, containing programs and/or other information of any kind relating to this Agreement shall be available for inspection by MDHS at any time, and all information thereon shall belong to MDHS, and shall be delivered to MDHS on MDHS' request therefor.

Subgrantee shall maintain all master programs and master data files in a completely secure manner, either by storing such programs and files in an appropriate limited access storage area or by duplicating such programs and files and storing the duplicates in a secure location in a manner satisfactory to MDHS. Such programs and files shall be identified by program and file name.

**SECTION XXIII  
ALTERATION OR MODIFICATION OF AGREEMENT**

Any alteration, variation, modification, or waiver of provisions of this Agreement shall be valid only when agreed to by both parties hereto, reduced to writing, and duly signed by each Party.

**SECTION XXIV  
SEVERABILITY**

If any term or provision of this Agreement is prohibited by the laws of the State of Mississippi or is declared invalid or void by a court of competent jurisdiction, the remainder of the Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

**SECTION XXV  
BINDING REPRESENTATIVES AND SUCCESSORS**

The rights, privileges, benefits, and obligations created by this Agreement and by operation of law, extend to and accrue and are obligatory upon the parties hereto, their personal or real representatives, and successors.

**SECTION XXVI  
EQUIPMENT AND SUPPLIES**

Equipment and supplies purchased with state funds under this Agreement shall be purchased and accounted for in accordance with state law and procedures and in accordance with MDHS Inventory Management Policy within the current MDHS Subgrant Agreement Manual.

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**SECTION XXVII  
FUNDS USED TO SUPPLEMENT**

Funds received under this Agreement and any Contract/Subcontract thereunder shall be used only to supplement, not supplant, the amount of federal, state, and/or local funds otherwise expended for the support of services the applicable participants in the Subgrantee's service area.

**SECTION XXVIII  
ASSIGNMENT**

Subgrantee shall not assign or otherwise transfer the obligations or duties imposed pursuant to the terms of this Agreement without the prior written consent of MDHS. Any attempted assignment or transfer of its obligations without such consent shall be wholly void.

**SECTION XXIX  
CONFLICT OF INTEREST**

Subgrantee must ensure that there exists no direct or indirect conflict of interest in the performance of the Subgrant. Subgrantee must warrant that no part of federal or state money shall be paid directly or indirectly to an employee or official of MDHS as wages, compensation or gifts in exchange for acting as an officer, agent, employee, subcontractor or consultant to the Subgrantee in connection with any work contemplated or pertaining to the Subgrant. MDHS will hold the Subgrantee in strict compliance with the Code of Conduct in the current MDHS Subgrant Agreement Manual.

**SECTION XXX  
APPLICABLE LAW**

This Agreement shall be construed and governed in accordance with the laws of the State of Mississippi. Subgrantee expressly agrees that under no circumstances shall MDHS be obligated to pay attorneys' fees or the cost of legal action to the Subgrantee.

**SECTION XXXI  
E-VERIFY**

Subgrantee represents and warrants that it will ensure its compliance with the Mississippi Employment Protection Act (Senate Bill 2988 from the 2008 Regular Legislative Session) and will register and participate in the status verification system for all newly hired employees. The term "employee" as used herein means any person that is hired to perform work within the State of Mississippi. As used herein, "status verification system" means the Illegal Immigration Reform and Immigration Responsibility Act of 1996 that is operated by the United States Department of Homeland Security, also known as the E-Verify Program, or any other successor electronic verification system replacing the E-Verify Program. Subgrantee agrees to maintain records of such compliance and, upon request of the State, to provide a copy of each such verification to the State. Subgrantee further represents and warrants that any person assigned to perform services

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hereunder meets the employment eligibility requirements of all immigration laws of the State of Mississippi. Subgrantee understands and agrees that any breach of these warranties may subject Subgrantee to the following: (a) termination of this Agreement and ineligibility for any state or public contract in Mississippi for up to three (3) years, with notice of such cancellation/termination being made public, or (b) the loss of any license permit, certification or other document granted to Subgrantee by an agency, department or governmental entity for the right to do business in Mississippi for up to (1) year, or (c) both. In the event of such termination/cancellation, Subgrantee would also be liable for any additional costs incurred by the State due to contract cancellation or loss of "license or permit."

Any Agreement entered into between the Subgrantee and its Contractors/Subcontractors shall contain the E-Verify clause with which said Contractors/Subcontractors shall comply in hiring their employees.

## **SECTION XXXII TRANSPARENCY**

This contractual agreement, including any accompanying exhibits, attachments, and appendices, is subject to the "Mississippi Public Records Act of 1983", codified as section 25-61-1 et seq., Mississippi Code Annotated and exceptions found in Section 79-23-1 of the Mississippi Code Annotated (1972, as amended). In addition, this Agreement, is subject to the provisions of the Mississippi Accountability and Transparency Act of 2008 (MATA) codified as Section 31-7-13 of the Mississippi Code Annotated (1972, as amended). Unless exempted from disclosure due to a court-issued protective order, this contract is required to be posted to the Department of Finance and Administration's independent agency contract website for public access. Prior to posting the Agreement to the website, any information identified by the Independent Contractor as trade secrets, or other proprietary information including confidential vendor information, or any other information which is required confidential by state or federal law or outside the applicable freedom of information statutes will be redacted.

## **SECTION XXXIII INCLUSION OF ALL TERMS AND CONDITIONS**

This Agreement and any and all documents attached hereto or incorporated by reference herein, including the Subgrant Signature Sheet, constitute the entire agreement of the parties with respect to the subject matter contained herein and supersede and replace any and all prior negotiations, understandings and agreements, written or oral, between the parties relating thereto. No other understanding regarding the subject matter of this Agreement shall be deemed to exist or bind any of the parties hereto.

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**SECTION XXXIV  
NOTICE**

Notice as required by the terms of this Subgrant shall be certified United States mail, postage prepaid, to the Parties at their respective usual business addresses, or Notice may be hand-delivered to that respective Party whose signature appears on this Subgrant as MDHS or Subgrantee. The Parties agree to promptly notify each other of any change of address.

For the faithful performance of the terms of this Agreement, the parties hereto have caused this Agreement to be executed by their undersigned authorized representatives.

**Mississippi Department of Human  
Services**

DocuSigned by:  
By: Chris  
89BF1105AA **Authorized Signature**

**Printed Name: Christopher Freeze**

**Title: Executive Director**

**Date:** 1/3/2020

**Save the Children Federation,  
Incorporated**

DocuSigned by:  
By: Betsy Zorio  
C81F17D **Authorized Signature**

**Printed Name: Betsy Zorio**

**Title: Vice President**

**Date:** 1/3/2020

## Exhibit A

**Save the Children School Age Program Proposal Budget Narrative****I. Salaries Budget Activity**

Save the Children Program Salaries	<i>School Age Specialist</i> – This position provides direct support and monitoring to the project sites. This individual will provide training to school staff and monitor the program for goal completion. Based on the number of sites and anticipated start up requirements, 28.375% of the one school age program specialists' time is allocated to the grant. One full-time position, 28.375% of time at \$60,000 per year	\$17,024.15
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<b>Total Salaries</b>	<b>\$17,024.15</b>
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**II. Fringe Budget Activity**

Fringe Benefits	The Save the Children fringe rate is 27.98%	
	<i>FICA</i> – 6.90% of gross salaries	\$1,174.66
	<i>Health Insurance</i> – 14.07% of gross salaries	\$2,395.30
	<i>Retirement</i> – 6.41% of gross salaries	\$1,091.25
	<i>Life Insurance/Accident</i> – 0.6% of gross salaries	\$102.15
	<b>Total Fringe Benefits</b>	<b>\$4763.36</b>

### III. Afterschool and Summer Sub-grant Budget Activity

Sub-grant Services – Jefferson Davis County	Jefferson Davis School District: GW Carver Elementary and JE Johnson Elementary	
	<b><u>JE Johnson Elementary Afterschool Program</u></b>	
Salaries	<i>JE Johnson Afterschool Program Coordinator</i> – One classified staff at \$18.00 per hour for four hours per day for 80 program days.	\$5,760
	<i>JE Johnson Afterschool Tutors</i> – Two classified staff at \$14 per hour for four hours per day for 80 program days.	\$8,960
	<i>JE Johnson Healthy Choices Coordinator</i> – One classified staff at \$14 per hour for 3.5 hours per day for 80 program days.	\$3,920
	<i>JE Johnson Bus Drivers</i> – Two classified staff at \$14 per hour for 1.5 hours per day for 80 program days.	\$3,360
	<b>JE Johnson Elementary Afterschool Salaries Total</b>	<b>\$22,000</b>
Fringe Benefits	The Jefferson Davis School District Fringe Rate is 25%	\$5,500
	<i>FICA/Medicare</i> – 7.65%	
	<i>Retirement</i> – 17%	
	<i>Workers Comp</i> – 0.35%	
Travel	<i>JE Johnson Transportation Mileage</i> – Two busses at \$1.25 per mile for 50 miles per day for 80 days.	\$10,000
	<b>JE Johnson Afterschool Program Total</b>	<b>\$37,500</b>

**GW Carver Elementary School Afterschool Program**

Salaries	<i>GW Carver Afterschool Program Coordinator – One classified staff at \$18.00 per hour for four hours per day for 80 program days.</i>	\$5,760
	<i>GW Carver Afterschool RAvFL Tutor – One classified staff at \$14 per hour for 3.5 hours per day for 80 program days.</i>	\$3,920
	<i>GW Carver Afterschool Emergent Reader Tutor – One classified staff at \$15 per hour for 3.5 hours per day for 80 program days.</i>	\$4,200
	<i>GW Carver Healthy Choices Coordinator – One classified staff at \$14 per hour for 4 hours per day for 80 program days.</i>	\$4,480
	<i>GW Carver Bus Drivers – Two classified staff at \$14 per hour for 1.5 hours per day for 80 program days.</i>	\$3,360
	<b>GW Carver Afterschool Salaries Subtotal</b>	<b>\$21,720</b>
Fringe Benefits	The Jefferson Davis School District Fringe Rate is 25%	\$5,430
	<i>FICA/Medicare – 7.65%</i>	
	<i>Retirement – 17%</i>	
	<i>Workers Comp – 0.35%</i>	
Travel	<i>GW Carver Transportation Mileage – Two busses at \$1.25 per mile for 35 miles per day for 80 days</i>	\$7,000
	<b>GW Carver Afterschool Program Total</b>	<b>\$34,150</b>

	<b><u>JE Johnson and GW Carver SummerBoost Program (combined)</u></b>	
Salaries	<i>Lead Tutor</i> – One classified staff at \$15 per hour at 7 hours per day for 30 program days.	\$3,150
	<i>Program Tutors</i> – Two classified staff at \$14 per hour at 7 hours per day for 30 program days.	\$5,880
	<i>Healthy Choices Tutor</i> – One classified staff at \$15 per hour at 7 hours per day for 30 program days.	\$3,150
	<i>Site Coordinator</i> – One classified staff at \$15 per hour at 5 hours per day for 30 program days.	\$2,250
	<i>Bus Drivers</i> – Three drivers at \$14 per hour for 3 hours per day for 30 program days.	\$3,780
	<b>Salaries Subtotal</b>	<b>\$18,210</b>
Fringe Benefits	The Jefferson Davis School District Fringe Rate is 25%	\$4,552.50
	<i>FICA/Medicare</i> – 7.65%	
	<i>Retirement</i> – 17%	
	<i>Workers Comp</i> – 0.35%	
Travel	<i>Transportation Mileage</i> - Three busses at 1.25 per mile for 100 average miles per day for 30 program days.	\$11,250
<b>III. Afterschool and Summer Budget Activity</b>		
	<b>JE Johnson/GW Carver SummerBoost Program total</b>	<b>\$34,012.50</b>
	<b><u>JE Johnson and GW Carver combined KinderBoost Program</u></b>	
Salaries	<i>Certified Staff Training</i> – Two certified staff at \$25 per hour for 8 hours per day for 5 prep/training days.	\$2,000
	<i>Program Certified Staff</i> – Two certified staff at \$25 per hour for 5 hours per day for 10 days.	\$2,500
	<i>Workshop Facilitator</i> – One certified trainer at \$25 per hour for 8 hours for one day.	\$200
	<i>Bus Drivers</i> – Three drivers at \$14 per hour for three hours per day for 10 days.	\$1,260



	<b>KinderBoost Program Salaries Subtotal</b>	<b>\$5,960</b>
Fringe Benefits	The Jefferson Davis School District Fringe Rate is 25%	\$1,490
	<i>FICA/Medicare – 7.65%</i>	
	<i>Retirement – 17%</i>	
	<i>Workers Comp – 0.35%</i>	
Supplies	<i>Daily Program Materials and Supplies</i> includes Lakeshore KinderBoost Kit at \$968 plus S&H. and other miscellaneous supplies	\$1,200
	<i>Kindergarten Readiness Workshop for Families Materials</i> includes Phonemic Awareness Magnetic Activity Kits, Numbers and Counting Tins and materials. Kits are \$27.89 each per family. Estimate 22 families	\$1,200
	<i>In-School Field Trip materials</i> includes Book Bags and other materials at \$182 plus S&H.	\$200
	<i>Family Literacy and Graduation materials</i> includes backpacks at \$68.40 for 20, School Supplies Backpack at \$558.80 plus S&H Kits and other materials needed	\$700
	<i>Daily Snacks</i>	\$50
	<b>KinderBoost Supplies Subtotal</b>	<b>\$3,350</b>
Travel	<i>Transportation Mileage</i> – Three busses at 1.25 per mile for 100 average miles per day for 10 program days.	\$3,750
	<b>JE Johnson/GW Carver KinderBoost Program total</b>	<b>\$14,550</b>
	<b>Jefferson Davis School District Subcontract Total</b>	<b>\$120,212.50</b>
	<b>Total Subcontracted Services</b>	<b>\$120,212.50</b>

**IV. Commodities Budget Activity**

Accelerated Reader Licenses for two sites at \$4000 per site \$8,000

**Total Commodities \$8,000**

**Total Afterschool and Summer Budget Activity \$150,000**

**V. Indirect**

## Indirect Costs

Save the Children accepts the MS DHS approved de minimis rate of 10%. The indirect rate will be calculated against all expenses charged to the grant and will be used to cover Save the Children administrative costs.

**Total Indirect Costs \$15,000**

**Total \$165,000**



**3) Proposal**

**2.3 Scope of Services – Afterschool Program Activities, A. Service Area Description**

*(Section 2.3.A.1.)* Save the Children Federation, Inc. (SCUS) proposes to partner with three high-poverty schools to provide services for children and families in rural Tallahatchie and Jefferson Davis Counties. One of the selected counties, Tallahatchie has experienced a significant increase in the number of juvenile justice referrals over the past three years. In 2016, there were 46 referrals, and in 2018 the number reached 87.<sup>i</sup> The number of referrals represent 4% of the total population in the county between the ages of 9 and 17 years old.

*(Section 2.3.A.2.) Description of Participants.* SCUS is prioritizing two of the highest need counties in Mississippi, where persistent poverty creates barriers to education and employment for families. Areas are counties of persistent poverty and persistent child poverty<sup>ii</sup>, as measured over three decades with 20% or more residents and children under 18 years old were in poverty.

<b>Location</b>	<b>Population living below the poverty level</b>	<b>Children (under 18) in poverty</b>	<b>Free/reduced – price meal rate</b>	<b>Accountability Rating (schools only)</b>
<b>Mississippi, statewide</b>	<b>19.8%</b>	<b>27%</b>		
<b>Jefferson Davis County</b>	<b>28.7%</b>	<b>40.1%</b>		
<b>Jefferson Davis County School District</b>	<b>32.5%</b>	<b>45.1%</b>		
<i>G.W. Carver Elementary School</i>			100%	C
<i>J.E. Johnson Elementary School</i>			100%	C
<b>Tallahatchie County</b>	<b>35.2%</b>	<b>41.7%</b>		
<b>East Tallahatchie School District</b>	<b>27.5%</b>	<b>46.5%</b>		
<i>Charleston Elementary School</i>			100%	F

*(Section 2.3.A.2.)* To ensure program services are delivered to truly needy children, partner schools were selected based on the student population’s eligibility for the federal free and



(Section 2.3.A.2.) reduced school meals program. Schools for the proposed scope of work have 100% eligibility rates. By focusing on rural schools with high free and reduced school meals eligibility, we can be certain that our programs are serving a vulnerable, TANF-eligible population. We primarily target kindergarten to third grade (Tier 2) students in order to ensure students are reading on level by third grade. Participation in all programs is voluntary and provided at no cost to the families. In order to ensure voluntary participation, all program staff receive training on appropriate recruitment and program promotion.

(Section 2.3.A.3.) **Partnership Information.** In order to address needs of the high poverty families in this region, SCUS will provide high quality afterschool and summer education programs, targeting services to families and children from kindergarten through third grade. To implement these programs that further the goals and purposes of the TANF program, we will partner with local elementary schools. This school partnership strategy improves efficiency and effectiveness, which leads to greater buy-in and engagement from schools and the community.

(Section 2.3.A.3.a-e) **Partner 1: Jefferson Davis County School District (JDCSD)**, 1025 Third Street, Prentiss, MS 39474. Primary Point of Contact: Superintendent Will L. Russell, 601-792-2738 (phone number), wrussell@jdcsd.com (email) 601-792-2251 (fax). SCUS will provide afterschool and summer programming in two schools in Jefferson Davis County to serve 100 children, J.E. Johnson Elementary School and G.W. Carver Elementary School located in southern Mississippi. The district works collaboratively with SCUS to deliver services to children struggling with reading and math achievement. Both elementary schools house the (Section 2.3.A.3.a-e) program and oversee day-to-day operations. JDCSD will receive a \$120,212.50 subgrant to support school-based services.



(Section 2.3.A.3.a-e) **Partner 2: East Tallahatchie School District (ETSD)**, 411 East Chestnut Street, Charleston, MS 38921. Primary Point of Contact: Superintendent Dr. Darron L. Edwards, 662-647-5524 (phone number), darronedwards42@yahoo.com (email), 662-647-3720 (fax).

SCUS will provide afterschool and summer programming to 50 children in Charleston Elementary School in Tallahatchie County, located in the Mississippi Delta region. The district works collaboratively with SCUS to deliver services to children struggling with reading and math achievement. The school will house the program and oversee day-to-day operations. ETSD will receive a \$53,912.50 subgrant to support school-based services.

### **B. Service Description**

(Section 2.3.B.) Education is one of the most viable pathways out of poverty. Strong literacy skills, specifically reading on grade level, is one of the strongest indicators of academic and later life success. Strong literacy achievement is shown to lower teen pregnancy rates.<sup>iii</sup> Our after-school and summer program targets struggling readers with additional support to ensure they are reading on level, while also providing math, enrichment, health and nutrition programming.

(Section 2.3.B.) Our afterschool and summer programs provide free, quality childcare options for working parents. Many of the parents and caregivers we serve often lack the personal resources to pay for quality childcare, the lack of which can inhibit their ability to find and retain employment. A parent unable to secure care for their child while they work may be forced to either quit or scale back their employment. Doing so directly frustrates a primary goal of the TANF program – retention of current and past recipients of public assistance in the labor force.

(Section 2.3.B.) SCUS's programs thus provide a vital service to parents, particularly those who receive or have received TANF, in maintaining full-time employment.



(Section 2.3.B.) SCUS prepares a population who may be eligible for TANF for economic and career advancement. We hire paraprofessionals from within the rural communities in which we work and provide intensive, ongoing on-the-job training and technical assistance to implement (Section 2.3.B.) the afterschool program. The training and technical assistance supports low-skilled workers in gaining technical skills, knowledge, and practical work experience, while ensuring the quality of educational services and positive outcomes for children. This approach enables SCUS to create a talented workforce in rural communities that is equipped to support children's development and education. **We employ 159 Mississippians** across the state in rural communities where employment opportunities are few and far between.

(Section 2.3.B.1.a.) **Truancy:** SCUS addresses the problem of youth disengaging from school in the elementary grades, particularly in isolated rural areas with high family risk factors. Poor school performance, truancy, and departure from school at a young age have long been connected to juvenile delinquency.<sup>iv</sup> For example, two well-documented studies, the Cambridge Study on Delinquent Development and the Pittsburgh Youth Study, have found that low school achievement predicts adolescent delinquency.<sup>v</sup> According to the most recent data from the U.S. Bureau of Justice, 56% of federal inmates, 67% of inmates in state prisons, and 69% of inmates in local jails did not complete high school.

(Section 2.3.B.1.a.) Third grade reading proficiency is a significant predictor of whether youth are able to graduate on time. For children living in poverty *and* not reading proficiently in third grade, the proportion of those who do not finish school climbs to 26%.<sup>vi</sup> Research has also found verbal and reading deficits are linked to victimization, drug use, aggression, and delinquent behavior when students who fall behind in reading become labeled as failures.<sup>vii</sup>

(Section 2.3.B.1.b.) SCUS delivers these services to achieve the key early milestones of a healthy

birth, positive development, and school readiness, ultimately resulting in greater reading success by third grade. Students who do not read proficiently by the end of third grade are **four times less likely** to graduate from high school than those who are proficient readers.<sup>viii</sup> In the seven Mississippi counties where SCUS works, nearly 25-33% adults over the age of 25 do not have a high school diploma or equivalent, according to U.S. Census data.

(Section 2.3.B.1.b.) **Literacy:** SCUS provides year-round literacy support through afterschool and summer programming. Our Emergent Reader Literacy Block (students in K-1) supports beginning reading skills and our Developing Reader Literacy Block (students in 2-6) aims to accelerate reading growth. Last year, 72% of regularly participating students showed significant improvement in reading.

(Section 2.3.B.1.e.) **Leadership and Personal Development:** SCUS boosts students' leadership skills through summer and afterschool program enrichment components. Students will participate in team building activities to build pro social behaviors through games that promote character development and build sportsmanship, trust and cooperation skills. Service learning projects, which will be chosen by students, will help to promote project-based, engaged learning.

(Section 2.3.B.2.a.) **Teen Pregnancy Prevention:** SCUS implements a comprehensive approach to literacy development that significantly increases children's reading levels to ensure reading proficiency by the end of third grade. As mentioned, whether a child reads proficiently by the end of third grade is a powerful indicator of future academic and life success. Young adults without high school diplomas are more likely to be incarcerated, more likely to have an out-of-wedlock pregnancy, and make less than half of those who have graduated and gone on to obtain a bachelor's or higher degree.<sup>ix x xi</sup> The connection between literacy proficiency at an early age and out-of-wedlock births is clear. While teen pregnancy often causes students to drop out, being

(Section 2.3.B.2.a.) engaged in school can reduce instances of teen pregnancy. Teens who stay in school and are academically involved are less likely to get pregnant than less engaged peers.<sup>xii</sup>

(Section 2.3.B.2.b.) **Drug and Violence Prevention Programs:** Many of our programs collaborate with local law enforcement agencies for guest readers and drug prevention workshops. With TANF funding we will incorporate elements from our national network for drug and violence prevention in Jefferson Davis and Tallahatchie counties. For example, SCUS Kentucky programs partner on Book Bags for Cops where state troopers carry a book bin in their cruisers. When they interact with youth, they have high quality books ready to give out to deescalate situations, as well as information about our programs.

(Section 2.3.B.3.a.) **Improving Attendance, Engagement and Academic Performance for At-Risk Youth:** All program components provide opportunities for students to build non-cognitive skills to improve classroom participation and conduct. Participation in afterschool will increase school-day attendance and improves classroom engagement.<sup>xiii</sup> See outcomes expected for regularly participating students on page 9.

(Section 2.3.B.3.b.) **Collaboration with Partners to Provide Food:** Our partner school districts receive reimbursement from the U.S. Department of Agriculture's National School Lunch Program to provide balanced afterschool snacks and summer meals for participating students.

(Section 2.3.B.3.c.) **Transportation:** Ensuring accessibility and safety for participating students is a priority for SCUS, Jefferson Davis School District and East Tallahatchie School District. Districts will provide busses for all students participating in afterschool and summer programs.

(Section 2.3.B.3.d.) **Literacy and Academic Development:** Our one-hour Literacy Block helps students in grades second through sixth become more proficient in reading. Activities were developed from research-based early reader curricula and closely align with the state





(Section 2.3.B.3.d.) academic standards. This block is described in detail in the Additional Data section, Programming Description on page 17.

(Section 2.3.B.3.e.) **Drug and Violence Prevention:** As mentioned on page 6 above, SCUS has previously worked with local law enforcement through workshops on drug and violence prevention for elementary school children. We will work with school district partners to secure these workshops.

(Section 2.3.B.3.e.) **Health and Wellness:** The program utilizes the research-validated Healthy Choices (based on CATCH Kids Club Healthy Habits and Nutrition Curriculum) to teach children healthy lifestyle behaviors through physical activity and nutrition education. Children will participate in moderate-to-vigorous physical activity and weekly nutrition lessons.

(Section 2.3.B.3.f.) **Homework and Tutoring Services:** Homework help will be offered to students daily. Program staff and tutors will be assigned to work with the same group of students so students' individual learning styles can be identified and used to support their understanding of their homework assignments.

(Section 2.3.B.3.g.) **Soft Skills Development:** We will offer a wide variety of enrichment activities that meet the student needs. These include book/writing clubs, service learning; and team building components described in further detail in Section 6 below on page 20.

(Section 2.3.B.3.k.) **Career Exploration:** Our afterschool and summer programming offers flexible enrichment components that provide opportunities for students to learn about career paths through presentations from community members.

(Section 2.3.B.3.l.) **STEAM Placement:** To support math achievement, we will offer a daily 30-minute math rotation during the afterschool program using Scholastic's *Hands-On Standards* curriculum to provide students with hands-on learning opportunities for mastering

(Section 2.3.B.3.l.) basic skills that serve as a foundation for math success, see more detail in the Programming Description on page 19.

(Section 2.3.B.3.m.) **Trauma-Informed Program Delivery:** We are committed to trauma-informed programming for children and families. One of SCUS's Signature Programs, *Journey of Hope (JoH)*, is an evidence-based, youth-centered social-emotional intervention designed to equip children and youth with the knowledge and positive resources to understand and cope with emotions and stressors. We build these skills for caregivers. *JoH* for Caregivers aims to help caregivers recognize common signs and symptoms of trauma, support their children in the event of a stressor, obtain the skills and resources to cope with their own stressors, and connect to community resources to strengthen mental health and resilience.

### **C. Program Reports, Evaluations and Outcomes**

(Section 2.3.C.) **Evaluation Plan:** Ongoing monitoring and evaluation of all program services is carried out by both SCUS and our partner schools, and integrated into a web-based monitoring and evaluation system. SCUS conducts an annual independent external evaluation of programs at the end of each program year to validate the data. The data is used to measure both children's individual growth and the program as a whole, particularly for continuous quality improvement.

(Section 2.3.C.) SCUS collects both formative and summative assessment data, using Accelerated Reader (AR) and STAR assessments, to measure outcomes for afterschool, and summer literacy programming. Student performance on AR tests, which students take after every book read, serves as a formative assessment to monitor students' comprehension, vocabulary, and progress toward meeting the goal of reading on grade level. The STAR assessments – STAR Early Literacy for students in kindergarten and first grade, and STAR Reading for students in

(Section 2.3.C.) grades 2-6 – will serve as the summative assessment. See additional detail on STAR assessment process on Page 22 below.

(Section 2.3.C.1.) **Performance Measures to Ensure High-Quality Education:** In 2018, SCUS published results from a randomized control trial of our in-school literacy program at nine sites in Mississippi on whether the program produces greater test score gains for students reading below grade level than participation in school’s language arts curriculum alone (*Supplemental Literacy Programs Catch Children Up, 2018*). Results show that our program produces statistically significant literacy and reading comprehension STAR Early Literacy assessment test score gains for K-3<sup>rd</sup> grade students in Mississippi who began the school year reading below grade level. Full report attached on page 172.

(Section 2.3.C.1.) **Outcomes:** Our goal is to ensure children in kindergarten through third grade are performing at grade level in reading and math. Towards that goal, we set the following outcomes:

- 1) 65% of participating children will show significant reading progress.
- 2) Children will read, on average, 65 Accelerated Reader books per year.
- 3) SCUS Program Specialists will provide an average of 30 hours of training and technical assistance to each site (school partner) each year.
- 4) 72% of all participating children will demonstrate significant progress (gain 2 NCEs or more) on the STAR Math assessment.
- 5) 72% of regularly participating children (55 days or more) will demonstrate significant progress (gain 2 NCEs or more) on the STAR Math assessment.
- 6) 85% of surveyed families will report feeling confident in their ability to support their child’s education at home.



(Section 2.3.C.2.) Evidence-based Research: All program components/curriculum are based on research; see attached table of research in the Additional Data section on Page 21.

(Section 2.3.C.) Ability to Collect and Provide Data: SCUS has collected and provided MDHS with data since our TANF collaboration began in 2016. We will schematize services and provide MDHS with a list of services, client data, and client services data monthly, as required.

(Section 2.3.C.) Trauma-Informed Approach: SCUS aims to implement a trauma-informed approach in our organizational structure that serves children and families and supports staff. Our five core values: ambition, accountability, collaboration, creativity and integrity encompass several principles of the Missouri Model. We continually assess policies and practices to ensure the safety of staff and beneficiaries, and solicit feedback annually on employee engagement and satisfaction. SCUS offers an Employee Assistance Program at no cost. The program provides practical solutions and customized resources.

(Section 2.3.C.1.) Stages of Being Trauma-Informed: SCUS has invested time and resources to implementing trauma-informed programming for the children and families we work with in rural America. This framework has been imbedded in our program design and approach to serving beneficiaries; however, the organization is still working towards this approach in our organizational structure (Trauma-responsive).

(Section 2.3.C.2.) Responsiveness to People who have Experienced Trauma: The children and families we work with are coping with toxic stress due to community and family risk factors on top of generational poverty. Chronic poverty is an adverse childhood experience that can have long-term effects on health, cognitive, social and emotional development and overall child well-being. Staff are trained and receive ongoing development in how to meet the needs of children experiencing toxic stress.

## STANDARD ASSURANCES AND CERTIFICATIONS

### OVERVIEW

Each Subgrantee and any lower-tier subrecipient must assure compliance with the regulations, policies, guidelines, and requirements imposed by the Federal grantor agency and MDHS. The assurances listed in this section may not be applicable to a particular project or program, and there may be additional assurances required by certain Federal awarding agencies. Therefore, all subgrantees are responsible for knowing the specific requirements of their awards. Templates for required certifications are available online through subgrantees' MDHS employee account at [www.mdhs.ms.state.us](http://www.mdhs.ms.state.us).

In addition, each subgrantee must certify in writing that it will comply with the following regulations:

- Lobbying;
- Suspension and Debarment;
- Drug-Free Workplace;
- Unresolved Monitoring and Audit Findings, and
- Fidelity Bond Coverage.

### STANDARD ASSURANCES

The Subgrantee assures that it:

1. Has the legal authority to apply for and receive the subgrant; that a resolution, motion, or similar action has been duly adopted or passed as an official act of the subgrantee's governing body, authorizing the subgrant, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the Subgrantee to act in connection with the subgrant and to provide such additional information as may be required;
2. Shall give MDHS, the State Auditor's Office, the Federal grantor agency, and the Comptroller General, or any other appropriate authorized state or Federal representatives, access to and the right to examine and copy all records, books, papers, documents, or items related to the subgrant for as long as these records are required to be retained;
3. Shall establish and maintain both fiscal and program controls and accounting procedures in accordance with Generally Accepted Accounting Principles and Federal grantor agency and MDHS directives; and will keep and maintain such books and records for audit by MDHS, by the Federal grantor agency, by the State Auditor, or by their authorized representatives; and will maintain either electronic or paper files of all such records, books, papers, documents, or items for a period of at least three (3) years from the date of submission of the final Claim Support Sheet, or, if any litigation, claim, audit, or action has begun before the expiration of the three-year period, will retain all such items until the completion of the action and resolution of all issues involved or until the end of the regular three-year period,

whichever is later, and will obtain written approval from the MDHS Division of Program Integrity or Funding Division Director prior to destroying any such items as described above upon the expiration of the above-stated period. The request shall be completed by submission of the Request to Dispose of Records form (MDHS-DPI-001);

4. Shall comply with the Single Audit Act Amendments of 1996;
5. Shall comply with the OMB Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards;
6. Shall provide, in a timely manner, written disclosure, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the subgrant;
7. Shall establish safeguards to prohibit employees from using their positions for a purpose that involves nepotism, or constitutes, or presents the appearance of any other personal or organizational conflict of interest, or personal gain;
8. Shall comply with all Federal and State statutes relating to discrimination, including, but not limited to:

Title VI of the Civil Rights Act of 1964, prohibiting discrimination on the basis of race, color, or national origin;

Title VII of the Civil Rights Act of 1964, relating to non-discrimination in matters of recruitment, hiring, promotion, and other employment practices;

Title VIII of the Civil Rights Act of 1968, as amended, relating to non-discrimination the sale, rental, or financing of housing;

Title IX of the Education Amendments of 1972, as amended, prohibiting discrimination on the basis of gender in federally assisted education programs and activities;

Age Discrimination Act of 1975, prohibiting discrimination on the basis of age;

Section 504 of the Rehabilitation Act of 1973, prohibiting discrimination on the basis of handicaps;

Subtitle A, Title II of the Americans with Disabilities Act (ADA) (1990);

Omnibus Reconciliation Act of 1981, prohibiting discrimination on the basis of race, color, religion, sex, national origin, age, and handicap;

Drug Abuse Office and Treatment Act of 1972, as amended, relating to non-discrimination on the basis of drug abuse;

Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment, and Rehabilitation Act of 1970, as amended, relating to non-discrimination on the basis of alcohol abuse or alcoholism;

Sections 523 and 527 of the Public Health Service Act of 1912, as amended, relating to confidentiality of alcohol and drug abuse patient records; and

Any other non-discrimination provisions in the specific statute(s) under which these monies will be granted or awarded and the requirements of any other non-discrimination statute(s) which may apply to this subgrant or award.

9. Shall ensure that buildings and facilities owned, occupied, or financed by the United States government are accessible to and usable by physically handicapped persons in accordance with the Architectural Barriers Act of 1968;
10. Shall comply with the requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisition Act of 1970, which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally assisted programs. These provisions apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases;
11. Shall comply with the provisions of the Hatch Act, as amended, which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds;
12. Shall comply, as applicable, with the provisions of the Davis-Bacon Act, the Copeland Act, and the Contract Work Hours and Safety Standards Act, regarding labor standards for federally assisted construction subagreements;
13. Shall conform with Executive Order (EO) 11246, entitled "Equal Employment Opportunity," as amended by EO 11375, and as supplemented in Department of Labor regulations (41 CFR Part 60) and will incorporate an equal opportunity clause in federally assisted construction contracts and subcontracts;
14. Shall comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act;
15. Shall comply with the Intergovernmental Personnel Act of 1970 relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration;
16. Shall comply, if applicable, with Section 102(a) of the Flood Disaster Protection Act of 1973, which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more;

17. Shall comply with the Lead-Based Paint Poisoning Prevention Act, which prohibits the use of lead-based paint in construction or rehabilitation of residence structures;
18. Shall assist the Federal grantor agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended; EO 11593; and the Archaeological and Historic Preservation Act of 1974;
19. Shall comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 and EO 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in flood plains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972; (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176 of the Clean Air Act of 1955, as amended; (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended; (h) protection of endangered species under the Endangered Species Act of 1973, as amended; (i) Section 6002 of the Resource Conservation and Recovery Act; and (j) the Coastal Barriers Resources Act;
20. Shall comply with the Wild and Scenic Rivers Act of 1968 related to protecting components or potential components of the national wild and scenic rivers system;
21. Shall comply with Public Law (PL) 93-348 regarding the protection of human subjects involved in research, development and related activities supported by this subgrant;
22. Shall comply with the Laboratory Animal Act of 1966 pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this subgrant;
23. Shall comply with Federal regulations regarding criteria for cost sharing or matching contributions;
24. Shall assure all funds received shall be used only to supplement services and activities that promote the purposes for which the grant is awarded, and not supplant, unless specifically authorized by the program regulations and the appropriate MDHS Division;
25. Shall provide certification regarding lobbying to comply with Section 319, PL 101-121 (31 USC 1352);
26. Shall provide the required certification regarding their exclusion status and that of their principal's prior to the award in accordance with EOs 12549 and 12689 Debarment and Suspension;
27. Shall provide certification to comply with the Drug-Free Workplace Act of 1988;



- 28. Shall comply with The Privacy Act of 1974 (5 USC §552a) related to gathering and disclosure of information and documentation maintained on individuals;
- 29. Shall comply with all applicable requirements of all other Federal and State laws, Executive Orders, regulations, and policies governing the program(s) for which these monies are provided and with the terms and conditions of the Subgrant Agreement, including but not limited to all documentation/information required by the MDHS funding divisions for federal reporting purposes.
- 30. Shall comply with all requirements of the Federal Funding Accountability and Transparency Act (FFATA). This includes providing the grantor a DUNS number and other information such as executive compensation data when required so the grantor can meet the reporting requirements of FFATA.
- 31. Shall comply with the Pilot program for enhancement of contractor employee whistleblower protections (48 CFR 3.908-3, 48 CFR 52.203-17 and 41 U.S.C. 4712). Specifically, the subgrantee/lower-tier subrecipient shall provide written notification to all employees, of the subgrantee/lower-tier subrecipient, of employee whistleblower rights and protections under 41 U.S.C. 4712, as described in 48 CFR 3.908 of the Federal Acquisition Regulation. Subgrantees shall also include in each agreement with lower-tier subrecipients the required whistleblower provisions, as mandated in 48 CFR 52.203-17.
- 32. Shall ensure that it will require any lower-tier subrecipients to comply with the above listed regulations and any other applicable requirements of all other Federal and State laws, Executive Orders, regulations, and policies governing the program(s) for which these monies are provided and with the terms and conditions of the Subgrant Agreement, including but not limited to all documentation/information required by the MDHS funding divisions for federal reporting purposes.

As a duly authorized representative of the subgrantee, I hereby assure and certify compliance with the above mentioned provisions and all other applicable Federal and state statutes, regulations, policies, guidelines, and requirements of the Subgrant/Agreement Manual, as well as the specific terms and conditions of the Subgrant/Agreement.

SUBGRANTEE NAME AND ANY OTHER NAMES UNDER WHICH THE SUBGRANTEE HAS DONE BUSINESS: Save the Children Federation, Inc.

SUBGRANTEE ADDRESS AND ANY OTHER ADDRESSES THE SUBGRANTEE HAS USED: 501 Kings Hwy E, Ste 400, Fairfield CT 06825

TYPED NAME AND TITLE OF THE SUBGRANTEE'S AUTHORIZED REPRESENTATIVE: Betsy Zorio, VP, USPA

  
 SIGNATURE OF SUBGRANTEE'S AUTHORIZED REPRESENTATIVE \_\_\_\_\_ DATE \_\_\_\_\_

Board Member's Notification of Liability Form  
Revised April 19, 2016

**FOR NON STATE AGENCIES ONLY**

**Mississippi Department of Human Services  
Board Member's Notification of Liability**

MDHS assumes no liability for actions of the Subgrantee or its employees, agents or representatives under this Subgrant. Subgrantee agrees to indemnify, defend, save and hold harmless MDHS from and against all claims, demands, liabilities, suits, damages and costs of every kind and nature whatsoever, including court costs and attorney's fees, arising out of or caused by Subgrantee and/or its agents, employees, contractors, or subcontractors, in the performance of this Subgrant.

The Subgrantee acting through its Board of Directors assumes liability in the event the Subgrantee misuses funds or fails to perform according to the provisions of the Subgrant. The Subgrantee shall notify each Board member, in writing, within 15 days of receiving the executed Subgrant of this requirement, and the Subgrantee shall sign a statement of this effect prior to receiving funds under this subgrant.

I acknowledge and agree to notify all members of the Board of Directors, if applicable, in writing of the assumption by Save the Children Federation, Inc. of liability in the event that Save the Children Federation, Inc. misuses funds or fails to perform according to the provisions of the Subgrant. Further, I will keep a copy of said notification letter as a permanent part of the Subgrant file.

Signature of Entity's Director Betsy Z

Name: Betsy Zorio, VP, USPA

Organization: Save the Children Federation, Inc.

Date: 11/4/19

**MDHS Subgrant/Agreement Manual Acceptance Form**

Subgrant/Agreement Manual Coordinator

Each Subgrantee should designate a Mississippi Department of Human Services Subgrant/Agreement Manual coordinator who is familiar with the agency's operations. The coordinator's name, address, and telephone number should be sent directly to the Director, Office of Monitoring, Mississippi Department of Human Services, by the beginning of each contract period. The subgrantee should only notify the Director, Office of Monitoring, MDHS, in writing of any change in assignment.

As duly authorized representative of the Save the Children Federation, Inc.

\_\_\_\_\_, I certify that said organization will comply with the above provisions and that I have accessed as of this date, a copy of the current MDHS Subgrant/Agreement Manual.

Betsy Z  
Signature

11/4/19  
Date

VP, USPA  
Title

Save the Children Federation, Inc.  
Organization

**ATTACHMENT B  
MDHS DEBARMENT VERIFICATION FORM**

*Please Print/Type Clearly in Blue Ink*

Subgrantee's/Contractor's Name	Save the Children Federation, Inc.
Authorized Official's Name	Betsy Zorio, VP, USPA
DUNS Number	██████████
Address	501 Kings Hwy E, Ste 400, Fairfield, CT 06825
Phone Number	(202) 794-1829
Are you currently registered with <a href="http://www.sam.gov">www.sam.gov</a> (Respond Yes or No)	Yes
Registration Status (Type Active or Inactive)	Active
Active Exclusions (Type Yes or No)	No

**Federal Debarment Certification:**

By signing below, I hereby certify that Save the Children Federation, Inc. is not on the list  
(Subgrantee's Name/Contractor's Name)  
for federal debarment on [www.sam.gov](http://www.sam.gov) –System for Award Management.

**State of Mississippi Debarment Certification:**

By signing below, I hereby certify that Save the Children Federation, Inc. is not on the list  
(Subgrantee's Name/Contractor's Name)  
for debarment for doing business within the State of Mississippi or with any Mississippi State Agencies.

**Partnership Debarment Certification:**

By signing below, I hereby certify that all entities who are in partnership through this contract with MDHS (subcontractors, subrecipients, et al.) are not on the federal debarment list on [www.sam.gov](http://www.sam.gov) – System for Award Management or the State of Mississippi debarment list. Proof of documentation of partnership verification with SAM shall be kept on file and the debarment status shall be checked prior to submission of every contract/subgrant and modification to MDHS.

  
\_\_\_\_\_  
Signature of Authorized Official  
(No stamped signature)

  
\_\_\_\_\_  
Date

STATE OF MISSISSIPPI  
MINORITY VENDOR SELF CERTIFICATION FORM

Please complete the following information on this form and return immediately to the Mississippi Department of Finance and Administration, Attention: Vendor File Maintenance, P.O. Box 1060, Jackson, Mississippi 39215. Forms may also be faxed to (601) 359-5525.

Name of Business: Save the Children Federation, Inc.

Address: 501 Kings Hwy E, Ste 400 Post Office Box: \_\_\_\_\_

City: Fairfield State: CT Zip: 06825

Telephone: (203) 221-4000 Tax I.D.: 06-0726487

SAAS Vendor #s (if known): \_\_\_\_\_

MINORITY STATUS

As used in this provision, means a business concern that (1) is at least 51% minority-owned by one or more individuals, or minority business enterprises that are both socially and economically disadvantaged and (2) have its management and daily business controlled by one or more such individuals as ascribed under the Minority Business Enterprise Act 57-69 and the Small Business Act 15 USCS, Section 637 (a). See back of form for more information. Should you require additional information regarding your Minority Status, or need assistance in completing this form please call the Mississippi Development Authority, Minority Business Enterprise Division at 601-359-3448.

Applicable  Not Applicable

IF MINORITY STATUS IS APPLICABLE, PLEASE CHECK APPROPRIATE CODE BELOW:

Minority Business Enterprise

- A (Asian Indian)
- B (Asian Pacific)
- C (Black American)
- D (Hispanic American)
- E (Native American)

Women Business Enterprise

- M (Asian Indian)
- N (Asian Pacific)
- O (Black American)
- P (Hispanic American)
- Q (Native American)
- R (Other) Non Ethnic Women

The undersigned certifies under the penalties (administrative suspension and/or ineligibility for participation) set forth in the Minority Business Enterprise Act 57-69, and the Small Business Act 15 USCS, Section 637 (a), that the company classification and selected information above is true and correct. The undersigned will advise of any change in such classification at once.

Business: Save the Children Federation, Inc. Certified by: Betsy Zorio

Date: \_\_\_\_\_ Title: VP, USPA Name Printed: Betsy Zorio

Issue Date March 31, 2002

**Exhibit I****Sub-recipient Risk Assessment**

The purpose of this form is to capture information needed for a Sub-recipient Risk Assessment. Please check one block that best describes your organization's Accounting System, Procurement System and Audits.

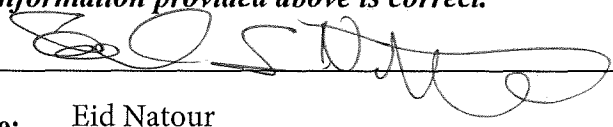
**Name of Organization:** Save the Children Federation, Inc.

		<i>Please Check One</i>
<b>Accounting System Established</b>	System has been approved (existing OMB single audit is an indicator)	X
	System less qualified to handle large amounts of federal money (Financial audit conducted but no OMB single audit)	
	No systems are in place or systems are new (system established <5 years)	

		<i>Please Check One</i>
<b>Procurement Systems</b>	Has established procurement policies to comply with OMB procurement guidelines	X
	Uses procurement policies/processes to comply with OMB procurement guidelines for purposes of project participation	
	Ad hoc or lacking internal controls	

		<i>Please Check One</i>
<b>OMB Single Audit or Audit Report on File</b>	Annual OMB single audit	X
	Annual third-party financial audit	
	No annual financial audit	

*I certify the information provided above is correct.*

**Signature:** 

**Printed Name:** Eid Natour

**Title:** AVP Finance

**Date:** December 16, 2019



### Company Information

**Company Name**  
Save the Children  
**DUNS Number**  
---

**Company ID Number**  
[REDACTED]

**Doing Business As (DBA) Name**  
---

#### Physical Location

**Address 1**  
501 Kings Highway East  
**Address 2**  
Suite 400  
**City**  
Fairfield  
**State**  
CT  
**Zip Code**  
06825  
**County**  
FAIRFIELD

#### Mailing Address

**Address 1**  
---  
**Address 2**  
---  
**City**  
---  
**State**  
---  
**Zip Code**  
---

#### Additional Information

**Employer Identification Number**  
[REDACTED]  
**Administrator**  
---

**Total Number of Employees**  
1,000 to 2,499

**Parent Organization**  
---

#### Organization Designation

**Employer Category**  
Federal Contractor without FAR E-Verify Clause

**NAICS Code**  
813 - RELIGIOUS, GRANTMAKING, CIVIC,  
PROFESSIONAL, AND SIMILAR  
ORGANIZATIONS

**Total Hiring Sites**  
44

**Total Points of Contact**  
5

Certificates of Insurance on File.

### Certificate Of Completion

Envelope Id: [REDACTED]	Status: Completed
Subject: Please DocuSign: Save the Children 2020 TANF APA Subgrant for Signatures(Correct Subgrant Dates).pdf	
Source Envelope:	
Document Pages: 47	Signatures: 4
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Carla Conyers
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	1860 Michael Faraday Drive, Suite 100
	Reston, VA 20190
	carla.conyers@mdhs.ms.gov
	IP Address: [REDACTED]

### Record Tracking

Status: Original	Holder: Carla Conyers	Location: DocuSign
1/3/2020 8:17:40 AM	carla.conyers@mdhs.ms.gov	

### Signer Events

Betsy Zorio  
 bzorio@savechildren.org  
 Security Level: Email, Account Authentication (None)

### Signature

DocuSigned by:  
  
 C81F17DEA749439...

### Timestamp

Sent: 1/3/2020 8:23:11 AM  
 Viewed: 1/3/2020 8:54:58 AM  
 Signed: 1/3/2020 8:55:06 AM

Signature Adoption: Pre-selected Style  
 Using IP Address: [REDACTED]

**Electronic Record and Signature Disclosure:**  
 Accepted: 1/3/2020 8:54:58 AM  
 ID: [REDACTED]

christopher freeze  
 Christopher.Freeze@mdhs.ms.gov  
 Executive Director  
 Mississippi Department of Human Services  
 Security Level: Email, Account Authentication (None)

DocuSigned by:  
  
 89BF1105AA5B484...

Sent: 1/3/2020 8:55:09 AM  
 Viewed: 1/3/2020 8:58:14 AM  
 Signed: 1/3/2020 8:58:27 AM

Signature Adoption: Drawn on Device  
 Using IP Address: [REDACTED]  
 Signed using mobile

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Laketha Gilmore  
 Laketha.Gilmore@mdhs.ms.gov  
 Division Director  
 MDHS  
 Security Level: Email, Account Authentication (None)

COPIED

Sent: 1/3/2020 8:58:30 AM

**Electronic Record and Signature Disclosure:**  
 Accepted: 7/27/2017 7:57:07 AM  
 ID: [REDACTED]



Carbon Copy Events	Status	Timestamp
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George Pender  
George.Pender@mdhs.ms.gov  
Bureau Director II  
MDHS  
Security Level: Email, Account Authentication (None)  
**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

**COPIED**

Sent: 1/3/2020 8:58:31 AM  
Viewed: 1/3/2020 9:01:12 AM

Bryan Wardlaw  
Bryan.Wardlaw@mdhs.ms.gov  
Chief Procurement Officer  
MDHS – Budgets and Accounting  
Security Level: Email, Account Authentication (None)  
**Electronic Record and Signature Disclosure:**  
Accepted: 7/16/2018 10:32:32 AM  
ID: [REDACTED]

**COPIED**

Sent: 1/3/2020 8:58:31 AM

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	1/3/2020 8:58:31 AM
Certified Delivered	Security Checked	1/3/2020 8:58:31 AM
Signing Complete	Security Checked	1/3/2020 8:58:31 AM
Completed	Security Checked	1/3/2020 8:58:31 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, Carahsoft Technology Corp.-Partner (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact Carahsoft Technology Corp.-Partner:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: mark.allen@mdhs.ms.gov

**To advise Carahsoft Technology Corp.-Partner of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at mark.allen@mdhs.ms.gov and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

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Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
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