

**South Carolina Department of Health and Environmental Control (DHEC)
State Abstinence Education-Emerging Programs Proviso (anticipated)
Funding Opportunity - FY 2019 Grant Year**

REQUEST FOR GRANT APPLICATIONS (RFGA)

State Proviso: Abstinence Until Marriage Emerging programs

Posting Date: @ March 30, 2018

ATTENTION! IMPORTANT DETAIL!

Your application must be submitted in a sealed package. (*Original + 4 copies marked as "Copy"*) RFGA Number and Deadline/Closing Date (see below) must appear on package exterior.

Deadline/Closing Date for Applications:	<u>April 27, 2018</u> - By 2:30 PM EST
RFGA Number: FY2019-RFGA-MC-902	

Submit your sealed package to either of the following addresses:	
MAILING ADDRESS: SC DHEC – Public Health Grant Agreements Bureau of Business Management 2600 Bull Street Columbia, SC 29201	PHYSICAL ADDRESS: SC DHEC – Public Health Grant Agreements Bureau of Business Management Columbia Mills Building – 4th Floor 301 Gervais Street Columbia, SC 29201 See additional physical address information below

Number of Copies to be submitted: One (1) original and four (4) copies each marked as "Copy."

DHEC offers this Request for Grant Applications (RFGA) for the anticipated funds administered by DHEC for the State of South Carolina (SC) from the SC Legislative Proviso to DHEC for Abstinence-Until-Marriage Emerging Programs. Acceptable applications that will be considered as part of this grant program are those that support the activities, goals, and objectives as required and stated herein. The use of these funds is subject to all state requirements as outlined in the scope of work. Funds may not be used for any other purpose. DHEC reserves the right to determine whether or not a proposal falls within the scope of activities and is eligible under the stated guidelines. Applications are only accepted during the Request for Applications period and will be evaluated by independent evaluators based on the award criteria stated in the solicitation. Incomplete applications that do not meet requirements of this RFGA will be ineligible.

The total dollar amount available under this RFGA is anticipated to be \$100,000.00. One applicant will receive an award based on the scope and strength of applications received as determined by the review panel. The total amount awarded under this RFGA will not exceed \$100,000.00. Applicant funding is dependent upon receipt by DHEC of State funds. Award may be increased or decreased due to amount and/or availability of funding at the time of the award.

Eligibility:

Applicant must be a non-profit 501(c)(3) agency who is committed to and equipped to provide abstinence until marriage program services. The curricula to be used must meet all the Title V, Section 510 A-H definitions of abstinence education. (also see Section 1.D.).

How to Apply:

See the Request for Grant Applications (RFGA) Section III for additional details regarding information to be included with your submission. A cover letter should be included and signed by an authorized agent or other official agency personnel. Eligible applicants must submit the required documents to either the mailing address or physical address listed above.

Deadline:

The deadline for all applications is **April 27, 2018**, by 2:30 P.M. EST

Questions & Answers:

Questions will be accepted until 5:00 P.M. EST, **April 6, 2018**. All questions must be submitted in writing to Lisa Hobbs at hobbslb@dhec.sc.gov. Responses will be posted by **April 11, 2018** by 5:00 PM EST.

Available Funding Date:

Awards are contingent upon available funds by the State of South Carolina. Final selection of successful applicants is anticipated to be made and notifications released on or before **May 22, 2018**. Final Grant Agreements will be executed to be effective when signed by both the grantee and DHEC. **July 1, 2018** is the anticipated start work date. A draft copy of the Grant Agreement is included in the RFGA (Attachment A).

Budget Form for State Abstinence Education-Emerging Programs Applications:

Every application must be accompanied by a budget summary and narrative with - justification that the project can be carried out for the budget requested. A sample budget template is included in Attachment D. Applications received without a budget proposal will be rejected and not considered by the review panel.

For updates after initial posting of this Request for Grant Application process, please visit our website at <http://www.scdhec.gov/Health/ChildTeenHealth/Teens/AbstinenceEducation/>.

All vendors and Grantees must have a state vendor number to receive reimbursement from DHEC. To obtain a state vendor number, visit www.procurement.sc.gov and select New Vendor Registration. (To determine if your organization is already registered, go to "Vendor Search"). Upon registration, you will be assigned a state vendor number. Vendors and Grantees must keep their vendor information current. If you are already registered, you can update your information by selecting Change Vendor Registration. (Please note that vendor registration does not substitute for any obligation to register with the S.C. Secretary of State or S.C. Department of Revenue. You can register with the agencies at <http://www.scbos.com/default.htm>.)

Additional Physical Address Information:

Visitors arriving at 301 Gervais Street will notice that this is also the location of the State Museum. Do not enter using the main museum entrance. To enter SC DHEC, visitors are to proceed from the front of the building to the left side (canal side), following the signs to "Visitor Parking Garage." Parking is available in the lower and upper deck of the two-level parking garage.

Adjacent to the first floor of the parking garage is a glass door with a SC DHEC logo. This entrance is locked at all times. Press the intercom button to request entrance into the building. The door will be opened by the DHEC receptionist. When you enter the building, you will be required to sign in. You will be escorted to the 4th floor receptionist for your application to be date/time stamped. If you have any issues with building access, please call DHEC's procurement receptionist at (803) 898-3501.

It will take several minutes to obtain building access and have your application date/time stamped. Please allow at least thirty (30) minutes for this process of obtaining building access and getting your application stamped in. The deadline for applications is identified on this Cover Page. Please plan accordingly as deadline times will not be adjusted.

**South Carolina Department of Health and Environmental Control
State Abstinence Education Proviso - Emerging Programs FY 2019**

Request for Grant Applications (RFGA #: FY2019-RFGA-MC-902)

I. SCOPE OF GRANT PROPOSAL

The State of South Carolina (SC), South Carolina Department of Health and Environmental Control (DHEC), solicits proposals from non-profit organizations who can document their capacity to implement Emerging programs which promote abstinence-until-marriage program services for youth ages 10-19 in priority areas of the state as outlined in the scope of grant proposal (see Table A, page 6). The organization must provide services in accordance with all provisions and requirements stated herein. The organization(s) must have the documented infrastructure capacity to operate on a cost reimbursement basis.

A. Grant Agreement Period (Program Period and Budget Period):

Applications from all eligible applicants will be considered. The program and budget period will begin approximately **July 1, 2018**, or when grant agreements are fully executed, whichever is earlier and will end on **June 30, 2019**.

B. Available Funding:

The total dollar amount available under this RFGA totals **\$100,000.00**. The dollar amount awarded to the selected applicant will be based on fund availability and the strength of applications submitted in response to the RFGA as determined by the review panel.

APPLICANT FUNDING IS DEPENDENT UPON RECEIPT OF STATE FUNDS BY DHEC

C. Cost Sharing/Match Requirements:

There is no cost sharing/match requirement for these funds, however, these state funds will contribute to South Carolina's match to the federal, Title V, Section 510, State Abstinence Education Grant. As such, they may not be used for the following:

- To supplant ongoing or usual activities of any organization involved in the project.
- To support fundraising and political education activities
- To support lobbying, either directly or indirectly (i.e.; grassroots lobbying).
- To purchase or improve land, or to purchase, construct, or make permanent improvements to any building.

D. Eligibility:

1. As stated above, applicants must be a non-profit 501(c)(3) organization who can document their capacity to implement programs which promote Emerging abstinence-until-marriage program services for youth ages 10-19 in designated areas of the state as outlined in the scope of grant proposal. The curricula to be used must meet all the Title V, Section 510 A-H definitions of abstinence education. (see page 7 for A-H definitions).
2. Sexual Education programs that promote the use of contraceptives are **NOT ELIGIBLE** for funding under this RFGA.

3. Programs supported with these funds must be medically accurate.
4. Applicant must have the documented infrastructure capacity to operate on a cost-reimbursement basis)
5. Applicants must provide a strong rationale for funding based on a sustained and documented history of providing the specific services for which funds are being requested in this RFGA, to include achievement of prior performance outcomes and timely submission of reports for any DHEC grants.
6. Risk Assessment:

As noted in the Code of Federal Regulations 2 CFR 200.331 (b), DHEC as the passthrough entity of federal grant awards, is responsible for monitoring subrecipients for compliance with all requirements of the award and applicable federal, state, county and municipals laws, ordinances, rules, and regulations.

Pre-award - DHEC has adapted a best practice approach of performing pre-award risk assessments before applicants receive Federal subawards. This best practice is consistent with 2 CFR 205. The pre-award risk assessment (see Attachment B) will be in the form of a questionnaire to be completed by the applicants/potential subrecipients. A completed pre-award risk assessment must be included with the application and will be provided to the review panel members prior to making funding recommendations to the program.

Post-award - The post-award frequency of future monitoring will be determined by identification of any risk factors which would indicate a need for increased monitoring. Actual subrecipient performance will be monitored on a perpetual basis. In addition, a risk assessment survey like the one used in the RFGA process, will be mailed to each subrecipient on an annual basis.

Methods for evaluating risk and ensuring compliance may include but are not limited to:

- (1) Risk assessment surveys
- (2) Desk audits of documentation
- (3) Reviewing the actions taken by the subrecipients to ensure obligations of subawards are being met
- (4) Interviews with the subrecipients, their clients and program staff
- (5) Reviewing financial stability (financial statements)
- (6) Assessing the quality of management systems and ability to meet the management standards prescribed in 2 CFR 200
- (7) Reviewing the prior history of the subrecipient's performance in managing Federal awards
- (8) Reviewing findings from audits

E. Service Delivery Area:

SC's target population is high-risk males and females ages 10-19 who reside in priority County areas described below. The stated purpose of this funding is to enable the State to provide abstinence-until- marriage education teen pregnancy prevention programs, with a focus on those groups which are most likely to bear children out-of-wedlock. The groups include youth who are homeless, in foster care, live in rural areas or geographic areas with high teen birth rates, or who come from racial or ethnic minority groups with disparities in

teen birth rates. DHEC's intent for this funding is for abstinence-until-marriage programs to impact selected health indicators, to include:

- a lower out-of-wedlock birth rate
- a lower abortion rate
- a reduced number of adolescents 19 years old and younger who engage in sexual intercourse;
- a reduced incidence of STIs; and
- a lower pregnancy rate among teenagers.

Applicants should utilize Table A (page 6) to guide in the selection of targeted county/counties for program delivery. Priority areas are designated (1 through 6, with 1=highest priority) based on the latest three-year rates for the indicators mentioned above. If counties other than those in priority areas 1 or 2 are included in an applicant's plan, the applicant must provide justification for the inclusion of lower priority counties.

Planning, service coordination, and communication are encouraged so that only one organization and/or program type is funded in each area with state and federal resources. Applicant's program efforts must not duplicate the programs of an existing sub-grantee. Prior to grant agreements being finalized, the program will ensure non-duplication of services among the sub-grantees. Current sub-grantees provide direct services to adolescents in schools and/or community organizations physically located in the following counties: Allendale, Barnwell, Bamberg, Charleston, Cherokee, Darlington, Dorchester, Fairfield, Florence, Greenville, Greenwood, Horry, Lee, Newberry, Orangeburg, Richland, and Sumter. Efforts should also be made to coordinate plans with prevention services provided by other youth-serving partners to create a multi-pronged approach to teen pregnancy prevention across the state.

D. State Goal and Performance Measures:

The overall goals of SC Abstinence Education Grant Program (AEGP) are to decrease teen birth rates and teen HIV/STI rates in South Carolina by 1) providing support for school or community-based, evidence-based, medically accurate, abstinence education programs and/or 2) providing support for evidence-based mentoring, counseling, and adult supervision programs using positive youth development strategies designed to delay the initiation of sexual behavior among youth ages 10-19 residing in priority areas of the state. The program aims to increase the proportion of adolescents postponing sexual activity as a means to prevent teen pregnancy, birth and STIs. 3) The program also aims to increase adult/community support for adolescents to delay sexual activity.

State-funded Abstinence Education Performance Measures for FY 2018-19:

1. By September 2019, a minimum of 3,500 SC youth ages 10-19 will complete an abstinence program in either a community, faith-based or school setting in priority areas of SC;
2. By September 2019, a minimum of 1,500 adults will have received information on abstinence education and effectively communicating with youth on sexual health topics.

This RFGA funding is intended to impact the state's performance measures above.

Table A: Priority Target County Areas for FY 2019 State Abstinence Education – Emerging Programs Proviso Funding

Priority Area 1	Priority Area 2	Priority Area 3	Priority Area 4	Priority Area 5	Priority Area 6
<i>Counties Scoring Above the South Carolina Average Rate 5 of 5 Variables*</i>	<i>Counties Scoring Above the South Carolina Average Rate 4 of 5 Variables*</i>	<i>Counties Scoring Above the South Carolina Average Rate 3 of 5 Variables*</i>	<i>Counties Scoring Above the South Carolina Average Rate 2 of 5 Variables*</i>	<i>Counties Scoring Above the South Carolina Average Rate 1 of 5 Variables*</i>	<i>Counties Scoring Below the South Carolina Average Rate 5 of 5 Variables*</i>
Allendale Barnwell Fairfield Greenwood Lee Marion Marlboro Newberry Orangeburg Sumter Union	Aiken Chester Chesterfield Clarendon Colleton Darlington Dillon Florence Horry Williamsburg	Cherokee Hampton Lancaster Laurens Richland	Abbeville Anderson Bamberg Jasper Kershaw Oconee Saluda York	Beaufort Charleston Dorchester Georgetown Lexington McCormick	Berkeley Calhoun Edgefield Greenville Pickens Spartanburg
<p>*The information above reflects SC's priority areas for Abstinence Education based on: (1) out-of-wedlock birth rates; ages 10-19, (2) birth rates; ages 10-19, (3) abortion rates; ages 10-19, (4) sexual transmitted disease rates; ages 10-19, and (5) pregnancy rates; ages 10-19. Rankings are based on 3-year rates by county 2014-2016 for females 10-19 years of age. Data Sources: SCDHEC, Division of Biostatistics and the STI/HIV Prevention Program</p>					

II. SCOPE OF WORK/SPECIFICATIONS:

A. REQUIRED ACTIVITIES

The successful applicant awarded under this grant application shall:

1. Meet the criteria established in the RFGA to be eligible to receive funding.
2. Submit application and all required attachments by 2:30 pm on April 27, 2018.
3. Develop and submit a detailed program description and implementation plan with twelve-month goals and twelve-month objectives and activities. The plan must demonstrate ability to provide abstinence-until-marriage, education and/or mentoring programs to youth ages 10-19 in identified priority areas in the state (as identified in Table A, page 6).

4. Demonstrate ability to provide successful community, faith-based and/or school-based programs for youth aged 10-19 that are developmentally appropriate, culturally sensitive, inclusive, and non-stigmatizing.
5. For school-based programs, provide letters of support from local school superintendents, if applicable.
6. For community and/or faith-based efforts, provide letters of supports from key stakeholders of youth-serving organizations, if applicable.
7. Ensure that all educational materials that are developed for use in the program are medically accurate (see Attachment C).
8. Ensure that programs planned with these funds do not contradict federal A-H guidelines as defined by Section 510(b) of the Social Security Act, which states that abstinence education must:
 - Have as its exclusive purpose, teaching the social, psychological, and health gains to be realized by abstaining from sexual activity;
 - Teach abstinence from sexual activity outside marriage as the expected standard for all school age children;
 - Teach that abstinence from sexual activity is the only certain way to avoid out of-wedlock pregnancy, sexually transmitted diseases, and other associated health problems;
 - Teach that a mutually faithful monogamous relationship in the context of marriage is the expected standard of human sexual activity;
 - Teach that sexual activity outside of the context of marriage is likely to have harmful psychological and physical effects;
 - Teach that bearing children out-of-wedlock is likely to have harmful consequences for the child, the child's parents, and society;
 - Teach young people how to reject sexual advances and how alcohol and drug use increases vulnerability to sexual advances; and
 - Teach the importance of attaining self-sufficiency before engaging in sexual activity.
9. Use of curricula and supporting materials that are evidence-based or evidence supported as effective for the chosen population is highly recommended.
10. Ensure that programs do not violate any portion of the SC Comprehensive Health Education Act when implemented in a school setting.
<http://www.scstatehouse.gov/code/t59c032.php>
11. Certify compliance with the "PRO_KIDS Act of 1994" for smoking prohibitions.
<https://www.ncbi.nlm.nih.gov/pubmed/10139435>
12. Compile quarterly progress reports following reporting requirements of Section II.D. (reports should be submitted along with monthly invoice once a quarter).
13. Participate in the statewide AEGP evaluation process by submission of demographic and implementation data on a monthly basis.
14. Ensure that DHEC grant agreement terms and conditions are followed during implementation of programs.

B. GRANT REQUIREMENTS

1. Funded grantees must allow DHEC on-site for site visits and make records available for financial, programmatic, evaluation and other topical areas.

2. The applicant must be prepared to provide, upon request by DHEC, specific documentation of expenditures included on submitted invoices. The following areas will be reviewed:
 - a. Financial Management: Financial records will be reviewed to assure compliance with generally accepted accounting requirements and terms and conditions of the grant agreement (see Attachment A). The records should provide accurate, current and complete disclosure of financial results. They must identify the source and application of funds and must be supported by invoices and other source documentation (balance sheet or profit/loss statement, receipts of expenditures, etc.).
 - b. Program Progress: Progress in providing abstinence education programs and expending funds.

C. FUNDING RELATED GRANT REQUIREMENTS

1. Annual submission of a budget, budget narrative and implementation/work plan is required (see Attachment D for narrative guidance and a budget template).
2. No funds may be used to make cash payments to intended recipients of services.
3. If applicants utilize an indirect cost rate, they must provide a copy of the approved indirect cost rate letter from the federal cognizant agency. Applicants without a federally negotiated indirect rate may elect to utilize a *de minis* indirect cost rate of 10% of direct costs. <https://federalregister.gov/d/2013-30465/p->.
4. Awarded organizations may utilize funds from this grant to cover costs such as personnel, consultants, equipment, supplies, grant-related travel and other grant related costs. Funds must be used in a manner consistent with program requirements outlined in this RFGA.

Please note: State Abstinence Education-Emerging Programs funds may be used to provide the state's match for federal Title V Abstinence Education funds. They may not be used for the following:

- To supplant ongoing or usual activities of any organization involved in the project.
- To support fundraising and political education activities.
- To support lobbying, either directly or indirectly (i.e.: grassroots lobbying).
- To purchase or improve land, or to purchase, construct, or make permanent improvements to any building.

D. GRANT REPORTING REQUIREMENTS

The applicant will provide programmatic and financial reports as required by the AEGP Program. These requirements are:

Quarterly Reports

Applicant must use DHEC approved reporting mechanisms for tracking and reporting program services. Organizations or individuals awarded grants must provide quarterly reports on expenditures and program participation to the Department of Health and Environmental Control within fifteen (15) days of the end of each quarter. All quarterly reports must be submitted in a timely manner. Failure to provide timely reporting may result in the suspension of payments approval until such time that the required report

has been received by DHEC. Grantees failing to submit reports within thirty (30) days of the end of each quarter will be terminated.

Monthly Data submission

Grantees will participate in a state-level evaluation to monitor effectiveness of the overall AEGP, by sharing of demographic and implementation data on a monthly basis.

Quarterly Grantee Meetings

DHEC will schedule quarterly meetings with grantees for the purpose of providing an oral overview of grant agreement efforts for compliance, year-to-date achievements, barriers, future programmatic plans, and program sustainability efforts/activities. Periodic site visits of grantee programs will be conducted by DHEC staff.

Annual Risk Assessment

The post award frequency of future monitoring will be determined by identification of any risk factors which would indicate a need for increased monitoring. Actual subrecipient performance will be monitored on a perpetual basis. In addition, a risk assessment survey, like the one used in the RFGA process, will be mailed to each subrecipient on an annual basis (see Attachment B).

E. GRANT ACCOUNTABILITY/EVALUATION MEASURES:

The applicant(s) awarded under this grant application will be expected to:

1. Participate in a state-level evaluation to coordinate efforts among grantees and monitor effectiveness of the overall AEGP, by sharing of demographic and implementation data on a monthly basis
2. Assure the confidentiality and data security of client-specific information.
3. Participate in site visits from DHEC, announced and unannounced.
4. Attend required DHEC sponsored trainings.

F. GRANT BUDGET

Approximately \$100,000 of state fiscal year funds to DHEC is anticipated to fund Emerging abstinence-until-marriage education programs to youth in designated counties, ages 10-19, who are most likely to bear children out of wedlock. Final funding award is based on DHEC's receipt of State Proviso funding for this purpose. Determination of award will be based on the merits of the proposed projects as put forth in the grant applications and determined by a panel of independent evaluators.

The grant will be awarded for a period beginning when grant agreements are signed by both parties and ending June 30, 2019 (approximately twelve (12) months).

Organizations seeking fiscal support must develop a 12-month budget for July 1, 2018-June 30, 2019, using the budget template in Attachment D. The budget narrative must clearly explain how the funds will be used. If applicants utilize an indirect cost rate, they must provide a copy of the approved indirect cost rate letter from the federal cognizant agency. Applicants without a federally negotiated indirect rate may elect to utilize a *de minimis* indirect cost rate of 10% of direct costs. <https://federalregister.gov/d/2013-30465/p->

Funded organization(s) will request reimbursement for expenditures monthly, no later than the 15th of the following month. Final invoice for June 2019 will be due no later than July 5, 2019 to allow for closeout of the state fiscal year.

III. REQUIRED INFORMATION FOR APPLICANTS TO SUBMIT - SCORING CRITERIA

Format Requirements:

1. Proposals must be prepared on 8 X 11-inch paper, 12-point font, Times New Roman, 1.5-inch spacing with 1-inch margins and bound in a standard 3-ring binder. Pages should be printed on one side and numbered.
2. Information must be provided in the order in which it is requested.
3. Proposals must have dividers separating and identifying items in sections as they appear in the table of contents. Content within each divided section must be provided in the order requested and must be clearly labeled. (Dividers are not included in the page number count.)
4. Proposal packets must not exceed a total of 75 pages. All pages must be clearly numbered in one serial number set, handwritten if necessary. Page one (1) should begin with the Table of Contents.
5. Submit one original and four (4) copies, each in separate binders.
6. All proposals have the potential of earning 100 points.

To be considered for award, all proposals must include, at minimum, responses to the information requested in this section. Scoring points associated with each section are noted in parentheses. Entities applying should restate each of the items listed below and provide their response immediately thereafter. Proposals will be evaluated by a review panel using the criteria outlined below. **If for any reason the applicant did not follow the requested guidelines, the application will not be considered for evaluation.**

ALL INFORMATION SHOULD BE PRESENTED IN THE LISTED ORDER:

A. COVER LETTER – the cover letter must include the following information:

- A summary of the applicant's ability to perform the services described herein and a statement that the applicant is willing to perform those services and enter into a grant agreement with DHEC (see Attachment A – Draft Grant Agreement).
- The cover letter must be signed by a person who has the authority to commit the organization to a grant agreement.
- Service Area: The location of proposed program delivery with County/counties and zip codes(s).
- Curriculum: List of proposed curricula, version, and all support materials to be used for the project.
- Budget amount: requested amount.
- Contact Person Information: Name, address, phone number, email address.

B. TABLE OF CONTENTS

Provide a **one-page** table of contents document that includes all the items listed below.

1. Organizational History, Experience and Qualifications
2. Program Description
3. Implementation Plan with Goals and Objectives
4. Reporting and Evaluation
5. Budget and Budget Narrative
6. Program Assurances

1. ORGANIZATIONAL HISTORY, EXPERIENCE AND QUALIFICATIONS (10 POINTS TOTAL)

- Describe the length of time the organization has been in existence and its previous experience in serving youth in the Priority Area(s) chosen.
- Provide an organizational chart reflecting the organizational structure of your organization, governance, programs/services and staffing.
- List your Board of Directors with each member's name and title.
- What are your major programs or organizational branches?
- How many staff does your organization have? List all full-time/part-time staff by name and position.
- List all of your offices or locations (including street addresses and telephone numbers).
- Provide documentation that organization is a non-profit 501(c)(3) and recognized as a nonprofit organization by the S.C. Secretary of State. Include a copy of the letter from IRS or S.C. proof of incorporation.
- Submit a Certificate of Existence, also known as a Certificate of Good Standing, from the Secretary of State. This certificate states that an entity is in good standing with the Secretary of State's Office, and has, to the best of the Secretary of State's knowledge, filed all required tax returns with the Department of Revenue. The Certificate can be requested via: <https://web.sc.gov/SOSDocumentRetrieval/Welcome.aspx>
- List name and version of the curriculum to be utilized and describe all support materials to be used while implementing abstinence education and/or mentoring program.
- Demonstrate the ability to begin provision of services within thirty (30) days of grant execution.
- Describe how the applicant will track program income, revenue, and expenditures.
- List any lawsuits that have been filed against the applicant for all services related to the services that will be provided under this state proviso. Include the status and a background on the claim. If not applicable, state that no lawsuits have been filed against the applicant related to services that will be provided under this state proviso.

2. PROGRAM DESCRIPTION (20 POINTS TOTAL)

- List and describe the abstinence education program to be provided with AEGP funds and how many youth will be served. Projects must focus on the social, psychological and health gains to be realized by delaying initiation of sexual activity and engaging in healthy relationships.
- Describe the staffing needed to provide the services planned.
- Identify selection of service area. If counties other than Priority Areas 1 or 2 are included in an applicant's plan, the applicant must provide justification for the inclusion of lower

priority counties (e.g.: if planning to serve at-risk youth within a lower priority county, provide an explanation of risk status). See Table A on page 6.

- List the schools, faith-based, and/or other youth-serving community-based organizations with which your agency will collaborate.
- Include how you will provide parents of the youth to be served with the opportunity to preview the curriculum and obtain permission to serve their children.

3. IMPLEMENTATION PLAN WITH GOALS AND OBJECTIVES (50 POINTS TOTAL)

- Identify and describe the youth population to be served. Describe how your program will provide abstinence education and/or mentoring services to youth populations that are high-risk or vulnerable for pregnancies or otherwise have special circumstances. The AEGP recognizes youth that are the most high-risk or vulnerable for pregnancies to include culturally underrepresented youth populations, youth in or aging out of foster care or adjudication systems, pregnant or parenting teens and runaway/homeless youth.
- Use of curricula and supporting materials that are evidence-based or evidence supported as effective for the chosen population is recommended. Provide documentation of the abstinence education curriculum's effectiveness for the chosen population. There is a growing body of literature on effective interventions for reducing teen pregnancy. These interventions range in program models and target populations. Applicants are encouraged to utilize an evidence-based approach and/or effective strategies that have demonstrated impacts on delaying initiation of sexual activity. It is recommended, but not required, that the applicant refer to these programs that were found to be effective at preventing teen pregnancies and reducing sexually transmitted infections: http://tppevidencereview.aspe.hhs.gov/Evidence_Programs.aspx. Applicants may also refer to the following list of Sexual Risk Avoidance curricula/programs that are recognized by Ascend (formerly National Abstinence Education Association) as successfully demonstrating improved teen outcomes or being recognized by HHS as promising programs: <https://weascend.org/resources/>.
- Programs must be medically accurate and age-appropriate with regard to the developmental stage of the intended audience (see Medical Accuracy guidance in Attachment C).
- Describe how the program considers the needs of lesbian, gay, bisexual, transgender, and questioning youth.
- Describe how harassment based on race, sexual orientation, gender, gender identity (or expression), religion and national origin are prohibited.
- Describe how staff will promote a trauma-informed approach.
- Describe services that any formal partners will be providing and their role towards accomplishing state objectives. Describe how your organization will collaborate with these partners while providing abstinence education and/or mentoring programs within the area to be served.
- Clearly define goals and objectives based on state goals and objectives (see page 5). Utilize SMART format for stating objectives to describe the project's reach and impact (Specific, Measurable, Achievable, Relevant and Timed).
- Describe any potential barriers or problems and your consideration of them.

4. REPORTING AND EVALUATION (10 POINTS TOTAL)

- Describe the experience the organization has in record keeping of when and how services are provided, and evaluating programs to the target population.
- Describe the system your organization will use to collect data on attendance, demographic information of youth served, unduplicated counts of youth and adults served, evaluation of success in demonstrating impacts on sexual behaviors of program participants. Include protocols and timelines for data collection.
- Verify that the organization will participate in the statewide AEGP evaluation process by monthly submission of demographic and implementation data.

5. BUDGET NARRATIVE AND SUMMARY (10 POINTS TOTAL)

- Organizations seeking fiscal support must develop a twelve-month budget for July 1, 2018 – June 30, 2019. The budget must clearly explain how the funds will be used.
- Budget Narrative justification and budget summary: Applicants must provide detailed narrative justifications for all planned expenditures by budget category. The justification must define all key program personnel by name, position title, qualifications (including education and experience), primary program function, linkage to one or more annual performance objectives, and percentage of time on the project. (see Attachment D for a sample budget summary form and instructions for completing narrative justification.)
- All travel related expenses must adhere to SC governmental state guidelines.)
- Reference: <http://www.state.sc.us/dio/OIOTravelRegulations.htm>
- Indirect Expenses – Note: if applicant utilizes an indirect cost rate, they must provide a copy of the approved indirect cost rate letter from the federal cognizant agency. Applicants without a federally negotiated indirect rate may elect to utilize a de minimis indirect cost rate of 10% of direct costs. <https://federalregister.gov/d/2013-30465/p->

Grantees shall not subcontract any of the work or services to be covered by this Grant Agreement without the prior written approval of DHEC (see Attachment A, Terms and Conditions, item 2).

If throughout the course of a grant year a budget revision is necessary and exceeds ten percent (10%) of the amount allocated for that budget item, the applicant must make a written request to DHEC for approval of the revision. The budget revision will not be authorized until the applicant receives written approval from DHEC.

6. PROGRAM ASSURANCES (Required for application to be considered responsive)

- a. Applicants must provide a letter of certification that an independent review has been conducted of the defined program curriculum and that the information contained does not contradict federal A-H guidelines as defined by Section 510(b) of the Social Security Act. (See Section II. A. 8)
- b. Applicants must provide a letter of certification stating that the program/curriculum defined within the application packet is medically accurate. Certification must be dated prior to submission of the application packet. (See Attachment C–Medical Accuracy Guide).
- c. Applicants must provide a letter of assurance, signed by the organization’s leadership that the program will not violate any portion of the SC Comprehensive Health Education

Act if implemented in a school setting. The letter should be signed by a person who has the authority to commit the organization to a grant agreement.

- d. Applicants must provide a letter of acknowledgement, signed by the organization's leadership, that applicant will comply with the "PRO_KIDS Act of 1994". <https://www.ncbi.nlm.nih.gov/pubmed/10139435>
- e. School District or community partner letters of support (if applicable)
- f. Completed W-9 Form
- g. Applicant must complete a pre-award risk assessment tool (Attachment B) and submit (1) copy with the application.

Attachments:

- A. Draft Grant Agreement
- B. DHEC Risk Assessment tool
- C. Medical Accuracy Guidance
- D. Sample Budget form and instructions for completing narrative justification
- E. Procedure for Dispute Resolution