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STATE OF MISSISSIPPI
Phil Bryant, Governor
MISSISSIPPI DEPARTMENT OF CHILD PROTECTION SERVICES
Dr. David A. Chandler, Commissioner

Ms. Catoria Martin, Director
Personal Service Contract Review Board (PSCRB)
Mississippi State Personnel Board
210 East Capitol Street, Suite 800
Jackson, MS 39201

Dear Ms. Martin:

This letter is to provide PSCRB the information as outlined in PSCRB Rules and Regulations Effective 7.1.16, **Section 7-119 DHS or DCPS Personal Service Contracts**.

CONTRACTOR: UNIVERSITY OF MISSISSIPPI

CONTRACT TERM: JULY 1, 2013-JUNE 30, 2018

RENEWAL: YES

METHOD OF PROCUREMENT: RFP

TOTAL COST OF CONTRACT: $524,473.45

PURPOSE OF CONTRACT: The University of Mississippi will continue to provide MSW Partnership services for the cohort program.

STATEMENT OF USEFULNESS FOR ESTABLISHING AND OPERATING DCPS: N/A

COPY OF CONTRACTUAL AGREEMENT: ATTACHED

If there are any questions, please contact me at (601) 359-4495.

Sincerely,

DocuSigned by:
Kristi R. Plotner, LCSW
564B8E9DE19E46D...
Dr. David A. Chandler

DAC:BL:lw

Attachment

P. O. Box 346 · 660 North Street · Jackson, Mississippi 39205
Phone (601) 359-4368 · Email: mdcps.co@mdcps.ms.gov
www.mdcps.ms.gov

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MODIFICATION # 5
CONTRACT
AGREEMENT

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MODIFICATION NUMBER #5
TO THE AGREEMENT BY AND BETWEEN
MISSISSIPPI DEPARTMENT OF HUMAN SERVICES
MISSISSIPPI DEPARTMENT OF CHILD PROTECTION SERVICES
AND
THE UNIVERSITY OF MISSISSIPPI

The following Amendment, effective July 1, 2017 is made a part of the contract, dated June 27, 2013 entered into by and between the Mississippi Department of Human Services (MDHS)/ Mississippi Department of Child Protection Services (MDCPS) and The University of Mississippi.

Now, therefore, in consideration of the mutual agreements to modify the original contract between them, MDHS and "Independent Contractor", do hereby agree that Paragraphs **3, 4, 5, 12 and 30** of said contract shall be modified to reflect the following:

3. **Scope of Services.** The Independent Contractor shall perform and render the following services, attached hereto as Exhibit A-3 and the "*2nd Modified Mississippi Settlement Agreement and Reform Plan*," attached hereto as Exhibit B-1, and incorporated herein by reference."

4. **Period of Performance**. The period of performance of services under this Contract shall begin on July 1, 2013 and end on June 30, 2018.

5. **Consideration and Method of Payment.**

A. As consideration of all services and performances under this Contract, Independent Contractor shall be paid a fee not to exceed One Hundred Eleven Thousand Five Hundred Sixty Eight Dollars and Zero Cents ($111,568.00) during SFY2014 for July 1, 2013 through June 30, 2014. Modification #1 increased by Eighty One Thousand Six Hundred Twenty Five Dollars and Zero Cents ($81,625.00) during SFY2015 for July 1, 2014 through June 30, 2015. Modification #2 increased by One Hundred Thirty Eight Thousand Nine Hundred Twenty Eight Dollars and Sixty One Cents ($138,928.61) during SFY2016 for July 1, 2015 through June 30, 2016. Modification #3 decreased by Ten Thousand Nine Hundred Sixty Nine Dollars and Twenty Two Cents ($10,969.22) to One Hundred Twenty Seven Thousand Nine Hundred Fifty Nine Dollars and Thirty Nine Cents ($127,959.39) during SFY2016 for June 1, 2016 through June 30, 2016. Modification #4 increased by One Hundred Seven Thousand Six Hundred Ninety Two Dollars and Six Cents ($107,692.06) during SFY2017 for July 1, 2016 through June 30, 2017. Modification #5 increased by Ninety-Five Thousand Six Hundred and Twenty-Nine Dollars and Zero Cents ($95,629.00) during SFY2018 for July 1, 2017 through June 30, 2018. It is expressly understood and agreed that in no event shall the total compensation paid hereunder exceed the specified amount of Five Hundred Twenty-Four Thousand Four Hundred Seventy-Three Dollars and Forty-Five Cents ($524,473.45). (*Exhibit C-5, Budget*).

B. The Independent Contractor will bill MDHS/MDCPS for its services on a quarterly basis. Following the satisfactory completion, as determined by MDHS/MDCPS, of its quarterly services, the State requires the Independent Contractor to submit invoices electronically throughout the term of the agreement. Invoices shall be submitted to MDHS/MDCPS using the processes and procedures identified by the State. The appropriate documentation shall be submitted on the last

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working day of the month, with the final invoice to be submitted within thirty (30) working days after the contract ending date.

PAYMODE: Payments by state agencies using the Mississippi's Accountability System For Government Information and Collaboration (MAGIC) shall be made and remittance information provided electronically as directed by the State. These payments shall be deposited into the bank account of the Independent Contractor's choice. The State may, at its sole discretion, require the Independent Contractor to submit invoices and supporting documentation electronically, at any time, during the term of this Agreement. Independent Contractor understands and agrees that the State is exempt from the payment of taxes. All payments shall be in United States currency.

E-PAYMENT: Independent contractor agrees to accept all payments in United States currency via the State of Mississippi's electronic payment and remittance vehicle. MDHS/MDCPS agrees to make payment in accordance with Mississippi law on "Timely Payments for Purchases by Public Bodies," Mississippi Code Annotated 31-7-301, et. seq., which generally provides for payment of undisputed amounts by MDHS/MDCPS within forty-five (45) days of receipt of invoice.

12. Modification or Amendment. Modifications, changes, or amendments to this Contract may be made upon mutual agreement of the parties hereto. However, any change, supplement, modification, or amendment of any term, provision, or condition of this Contract must be in writing and signed by both parties hereto. Modifications shall not be initiated by the Independent Contractor within the last 90 days of the contract period, without prior approval from the Commissioner's Office.

30. Entire Agreement. It is understood and agreed that this Modification Number 5 and the documents listed below constitute the entire understanding 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. The entire agreement made by and between the parties hereto shall consist of, and precedence is hereby established by the order of, the following documents incorporated herein:

1. Modification Number 5, Exhibit A-3; B-1;C-5.
2. Modification Number 4, Exhibit A-2; C-4.
3. Modification Number 3, Exhibit A-1; C-3.
4. Modification Number 2, Exhibit A-1; C-2.
5. Modification Number 1, Exhibit A-1, C-1.
6. The Request for Proposals dated February 4, 2013, Response to Proposals dated March 8, 2013, and the Written Clarification or Answers provided by MDHS, dated February 27, 2013.

The documents are complementary, and what is required by one shall be binding as if required by all. A higher document shall supersede a lower order document to the extent necessary

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to resolve any conflict or inconsistency arising under the various provisions thereof; provided, however, that in no event an issue is addressed in one of the above-mentioned documents but is not addressed in another of such documents, no conflict or inconsistency shall be deemed to occur by reason thereof. The documents listed above are shown in descending order or priority, that is, the highest document begins with the first listed document ("1. Modification Number 4; Exhibit A-2; Exhibit C-4") and the lowest document is listed last ("4. The Request for Proposals dated February 4, 2013, Response to Proposals dated March 8, 2013, and the Written Clarification or Answers provided by MDHS, dated February 27, 2013").Modification Number 5; Exhibit A-3; B-1;C-5.

All other terms, conditions, and provisions set out in the original contract other than those modified and amended, which are not in conflict with this Modification Number 5, shall remain in full force and effect for the duration of the contract.

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

Mississippi Department of Human Services
Mississippi Department of Child Protection Services

By: _____

Authorized Signature

Printed Name: Dr. David A Chandler

Title: Commissioner

Date: _____

The University Of Mississippi

By: _____

Authorized Signature

Printed Name: Renita L. Gray

Title: Manager of Sponsored Programs

Date: _____

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Mandatory Addendum to
All University of Mississippi Contracts
June 2012

The University of Mississippi ["UM"], despite any contrary provision contained in any contract to which UM is a party, does not waive any rights, benefits, or prohibitions that may be provided under any law, statute(s), regulation(s), or policies,. All provisions to the contrary in any contract to which UM is a party are hereby null, void, and deleted. Not intended to be an exhaustive list, the following are examples of such matters and shall be exceptions to any contrary provision(s) in any contract to which UM is a party:

1. UM does not indemnify or hold harmless any party.
   Miss. Const. Art. 4, § 100; Miss. AG Op., Clark (June 7, 2002); Miss. AG Op., Chamberlin (Oct. 18, 2002).

2. UM does not make any warranty.
   Miss. Const. Art. 4, § 100; Miss. AG Op., Clark (June 7, 2002); Miss. AG Op., Chamberlin (Oct. 18, 2002).

3. UM does not waive any claim: past, present, or future.
   Miss. Const. Art. 4, § 100; Miss. AG Op., Clark (June 7, 2002); Miss. AG Op., Chamberlin (Oct. 18, 2002).

4. UM does not waive its sovereign immunity. UM shall only be responsible for liability resulting from the actions of its officers, agents, and employees acting within the course and scope of their official duties.
   Miss. Code Ann. § 11-46-1, et seq.

5. UM does not waive its Constitutional Eleventh (11th) Amendment immunity.
   U.S. Const. amend. XI.

6. UM does not agree to apply the laws of another state.
   U.S. Const. amend XI; Miss. Code Ann. 11-11-3; Miss. Code Ann. 11-45-1; *City of Jackson v. Wallace*, 196 So. 223 (1940)

7. UM does not limit the tort liability of another party to the amount of the contract or to any other set amount.
   Miss. Const. Art. 4, § 100; Miss. AG Op., Clark (June 7, 2002); Miss. AG Op., Chamberlin (Oct. 18, 2002); Miss. AG Op., Hathorn (May 28, 1992); Miss. AG Op., Davis (March 3, 1993).

8. UM does not agree to waive warranties of merchantability, fitness for a particular purpose, or any common law warranties to which UM is entitled.
   Miss. Const. Art. 4, § 100; Miss. Code Ann. § 75-2-719; Miss. AG Op., Clark (June 7, 2002); Miss. AG Op., Chamberlin (Oct. 18, 2002).

9. UM does not agree that a party may represent, prosecute or defend legal actions in the name of UM.
   IHL Board Policy 1102.

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10. Provisions that limit the time for UM to pursue legal actions are deleted and void.
    Miss. Const. Art 4, § 104; Miss. Const. Art. 4 § 100; Miss. Code Ann. § 15-1-5; Miss. AG Op., Clark (June 7, 2002); Miss. AG Op., Chamberlin (Oct. 18, 2002).

11. UM does not agree to submit to binding arbitration.
    Miss. AG Op., Clark (June 7, 2002); Miss. AG Op., Chamberlin (Oct. 18, 2002).

12. UM will make payments for all amounts owed under a contract agreement in accordance with Miss. Code Ann. § 31-7-305.

13. In compliance with the Mississippi Accountability and Transparency Act of 2008, all payments made by UM will be posted on a public website beginning July 1, 2012. The information posted will include: the date of payment, vendor name, vendor's city and state, and the payment amount. The release of any such information supersedes any applicable non-disclosure or confidentiality obligations of UM.
    Miss. Code Ann. §§ 27-104-151 to 159.

14. Any Contractor/Seller of UM shall ensure compliance with the Mississippi Employment Protection Act, Miss. Code Ann. § 71-11-1, et seq. The provisions and requirements of the Mississippi Employment Protection Act supersede all conflicting contract provisions and requirements.

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EXHIBIT A-3
SCOPE OF SERVICES

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Scope of Services for the MDCPS and University of Mississippi MSW Partnership July 1, 2017-June 30, 2018

I. Teaching including Clinical Internship

The MSW program is a two-year, full-time program. Students in the MDCPS cohort can attend in a three-year part-time cohort. Students are required to successfully complete 16 courses, plus four 225-hour internships to receive the MSW degree. Students accepted into the MDCPS 2015-2016 cohort began classes in fall 2015. Classes are offered every other Monday and online, using the CPS compressed schedule. For students attending the MDCPS part-time cohort option, the following classes will be taken Summer 2017, Fall 2017, and Spring 2018:

Summer 2017

Students will begin the SW 686 and 687 courses in May 2017. The first half of these courses are identified in the 2016-2017 Cohort Partnership Scope of Service and Budget. The second half of these courses will be completed July 1, 2017-August 15, 2017 and are covered in this proposal and budget.

Fall 2017

SW 623 Clinical Internship III

Students will be placed in clinics in CPS agencies for clinical practice 2 days per week for 15 weeks for a total of 225 clock hours. In order to supervise Clinical Internship, the University will provide clinical supervision to the students (minimum of one hour per week individual supervision per student; minimum of one hour per week of group supervision). The students will be assigned to the Coahoma County CPS office in Clarksdale (West region—1 student) and the Lee

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County CPS office in Tupelo (East region—7 students). Regional Directors are responsible for ensuring student interns have appropriate workspace to conduct clinical services and that the clinical supervisor (Field Instructor) has sufficient workspace for clinical supervision. Faculty # 1 will serve as the Clinical Supervisor/Field Instructor at 2 hours per week (1 student) and 8 hours per week (7 students). Child Protection Services employees completing clinical internship in clinics hosted within the CPS offices ***must have 16 hours per week release time from their normal workload*** in order to complete the internship under the requirements of the Council on Social Work Education and the University of Mississippi Social Work Program policies. During the two days of internship, interns can only engage in assignments designated as within the parameter of the internship, and may not engage in agency work related to their normal employment responsibilities.

SW 682 Clinical SW Practice in Child Welfare: online required elective

Spring 2018

SW 624 Clinical Internship IV

Students will be placed in clinics in CPS agencies for clinical practice 2 days per week for 15 weeks for a total of 225 clock hours, utilizing the same schedule and clinical supervision as for SW 623 in fall 2017.

Clinical Internships within MDCPS Clinics:

Clients will be from the MDCPS caseloads in the northwestern and northeastern regions of the state. Student interns will actively educate area offices about the clinic services, and seek referrals during the first 2-3 weeks of the fall semester in

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order to build the caseload, and actively seek referrals thereafter as necessary. Workers in the area counties can also initiate referrals. Clinic services should be provided in the designated clinics in Clarksdale and Tupelo, or in foster care settings. Student interns must have 16 hours per week of release time from CPS normally assigned duties in order to carry out the internship requirements. Travel time to/from clinics or foster care ***cannot be counted*** as internship time, as internship must be face-to-face client practice or indirect practice such as supervision and/or consultation and case planning/documentation. Student interns should minimize traveling in order to ensure they are able to meet the clock-hour requirement. Student internship activities will include, but are not limited to, the following:

1. Provide individual counseling to clients around a range of issues, following the completion of in-depth bio-psycho-social assessments using the DSM V on each of the clients. Each client will have a clinical plan of intervention and proposed treatment goals that utilize evidence-based practice, and evaluations of effectiveness, developed with the clinical field supervisor.
2. Provide foster children and/or foster parents and/or resource parents with supportive group work. Topics could include parenting skills, anger management, sexual abuse, substance abuse, adolescent perpetrators, or domestic violence, for example. Each student must facilitate one on-going group each week throughout the internships.

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3. Case analyses (strengths, weaknesses, ethical issues, bio-psycho-social assessments, intervention plans, supervision) as required by the University of Mississippi Department of Social Work internship field manual.

4. Present case staffing each week with clinical supervisor/field instructor, and MDCPS personnel if appropriate.

5. Complete an agency macro project, appropriate for clinical internship.

6. Students will have a caseload of 5 families each semester. Clinical services include individual, family, and/or group therapy as determined with clinical field instructor supervision.

7. Complete an in-depth reflective paper on professional use of self, based on their experiences in the clinical internship.

8. Complete weekly reports of activities and submit to the clinical supervisor/field instructor and the Field Director, per the University of Mississippi Department of Social Work internship requirements.

9. Complete a supervisory agenda prior to the supervision meetings each week.

10. Document all activities according to MDCPS protocol and University of Mississippi guidelines and polices for clinical internship.

Number of Students to be Served 2017-2018: There are currently 8 students who are part of the MDCPS cohort who will be completing classes and foundation internship from January 2017-July 2017. Eight students are completing SW 680 Program Evaluation and SW 683 Theories of Psychotherapy during Spring 2017. These 8 students are also completing the second half of SW 622, foundation internship with placement 8 hours per week for 14 weeks. Eight students will

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complete the required SW 686 Trauma and Crisis Intervention and SW 687 Substance Abuse and Addiction during the summer 2017 semester, using the CPS compressed Monday schedule. They will complete SW 623 and SW 682 in fall 2017 and SW 624 in spring 2018 and will be graduated in May 2018 following successful completion of the comprehensive clinical examination.

II. Advising

MSW faculty will serve as the advisors for students while they are in the program.

III. Assessment Measureable Objectives

1. Provide the number and percent of the total number of applicants processed to show the percentage of CPS students accepted in contrast to other MSW applicants.
2. Provide the number and percent of total students accepted into the MSW program to show the percentage of CPS students accepted in contrast to other students accepted into the MSW program.
3. Provide the number and percent of students completing each semester to show the percentage of CPS students in contrast to the total students completing the MSW program.
4. Provide the number and percent of CPS students earning grades of A, B, and C in the MSW program.

Grading for each course is discussed in the individual course syllabus. Students have the right to request to see their grades and discuss them with their instructors. Students are encouraged to keep a record of their own grades, in each course, and to occasionally calculate their grades throughout the semester.

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Assessment of Students' Progress will be completed through the following methods:

1. Examinations, papers, other individual assignments, readings, class participation, and group assignments and projects within the individual MSW courses and internship.
2. The *Comprehensive Clinical Examination:* Students will complete a clinical examination, based on a case study requiring assessment, diagnosis, clinical intervention plan, policy proposal and program evaluation to improve clinical services, evaluation of practice intervention, assessment and evaluation of clinical model chosen, and assessment of self-awareness and professional development. The examination is administered during the final semester of the program of study (spring 2018 for this cohort). Students must receive a passing evaluation by at least 2 of the 3 faculty readers, prior to graduation from the program.
3. *Field Instructor's Evaluations:* There are four internship opportunities for students in regular standing, and two internship opportunities for students in advanced standing. Students and the faculty of the field education component will complete a detailed field instructor evaluation. Students will be evaluated in each field instruction course. Evaluation forms have been developed for this purpose.

IV. Program Administration

The MSW Program Director is responsible for ensuring all project activities are completed as defined. The MSW Program Director reports to Dr. Daphne S. Cain,

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Department Chair. The Chair has overall responsibility for the department of social work. The MSW Program Director will:

1. **Process all applications for CPS students entering the program and notify CPS of numbers of applicants accepted.**

All applications from CPS employees will be processed as they are completed in the University system in order to ensure timely notification to applicants. The program director will contact all CPS applicants as needed throughout the application process to ensure that needed documents for admission consideration are received. The program director will provide the number of applicants accepted for admission to CPS at completion of admission reviews, and provide the names of applicants with written permission from the applicant.

2. **Recruit and select instructors to teach the full spectrum of courses for the program. Instructors will be willing and able to encourage careers in the area of child welfare.**

Qualified instructors are tenured or tenure-track faculty members with expertise in the area of the courses taught. Child welfare content will be included in teaching modules and infused into the curriculum as appropriate. Highly qualified adjunct instructors who have special expertise in an area of instruction may be utilized when appropriate.

3. **Prepare schedules for CPS students participating in the program in conjunction with CPS to utilize the CPS compressed time schedule for classes, as long as the compressed schedules are in effect and/or provide class scheduling opportunities for the non-traditional, working,**

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part-time student. Consideration should be given to the fact that many of the students must travel long distances to attend class.

Schedules will be coordinated using the CPS compressed time schedule. Additional schedules will include online options designed to benefit the non-traditional working student who commutes to attend class. Online instruction utilizes Blackboard Learning System through the University of Mississippi website access. Faculty make themselves available for office hours during those times the student is physically on campus, as well as through telephone, email, text, or online.

4. **Provide CPS with a footprint of the courses offered and how students will matriculate through the program.**

The course of study includes:

Fall 2015

SW 601 Human Behavior and the Social Environment

SW 602 Social Work Practice with Individuals

SW 603 Social Work Research Methods (web-based)

Spring 2016

SW 604 Social Welfare Policies and Programs

SW 615 Practice with Families and Groups

SW 620 Practice with Organizations and Communities (web-based)

Summer 2016

SW 621 Field Instruction I (foundation; 17.5 hours per week for 13 weeks)

SW 630 Theories and Methods of Family Intervention

SW 640 Advanced Clinical Practice with Groups

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Fall 2016

SW 622 Field Instruction II (Part I; 8 hours per week for 14 weeks)

SW 650 Clinical Assessment and Diagnosis

SW 660 Clinical Supervision

Spring 2017

SW 622 Field Instruction II (Part II; 8 hours per week for 14 weeks)

SW 680 Evaluation Research

SW 683 Theories of Psychotherapy

Summer 2017

SW 686 Traumatic Stress and Crisis Intervention

SW 687 Substance Abuse and Addiction

Fall 2017

SW 623 Field Instruction III (Clinical Internship for 16 hours per week)

SW 682 Clinical Social Work in Child Welfare

Spring 2018

SW 624 Field Instruction IV (Clinical Internship for 16 hours per week)

5. **Recruit and select field liaison personnel to support CPS students.**

The Director of Field Education will recruit and select field liaison personnel to supervise CPS students during internships. All students will have an approved field instructor for agency supervision and an approved university faculty liaison for support and supervision of student and field instructor.

6. **The University will be accessible to CPS administrators at all times for purposes of problem resolution and general program management.**

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University faculty and staff are available as needed through email and telephone at any time CPS administrators need assistance with problems or program concerns. The project director is available for face-to-face meetings as needed.

7. **The MSW Cohort shall consist of MDCPS students and other MSW students.**

Both CPS employees and other MSW students will be instructed in the 2017-2018 cohort. CPS employees will comprise no less than 51% of the applicants admitted; other MSW students can comprise up to 49% of the applicants admitted. Currently, CPS students are 80% (n=8) of the cohort, and 20% (n=2) of students are non-CPS employees. **MDCPS employees with supervisory responsibilities who meet the University's minimum requirements for the MSW program and who have a recommendation from CPS Administration shall receive priority over other CPS staff with no supervisory responsibility.**

All CPS supervisors who meet the minimum requirement for admission to the MSW program will be considered for available slots in the program. CPS Administrators will convey recommendation for supervisor admission at the time of application to the program to ensure University personnel are aware of the supervisory role of the applicant. In the event that greater numbers of eligible CPS applicants apply than there are openings in the program (in excess of 24 eligible applicants), supervisors will be given priority consideration for admission.

8. **The University will provide two BSW Licensure Preparations workshops for MDCPS staff. These sessions will be for MDCPS staff only and will be scheduled on Saturdays. One session is to be held in the fall,**

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and one session is to be held in the spring. It is the University's responsibility to notify the CPS of the date of the session at least one month prior to the scheduled date. There should be no maximum or minimum limit on the number of attendees. The sessions should not be scheduled on a holiday weekend.

Two BSW licensure preparation workshops for CPS staff will be conducted; one session will be in the fall of 2017 and one session will be in the spring of 2018. The number of employees is contingent upon the availability of workshop space so early registration by employees is necessary. CPS will provide a list of employees in advance to facilitate planning for space and materials. The University will include the sign in sheet for each session in their year-end report, due not later than thirty days (30) after the contract period ends.

9. **Provide a formative written report to the CPS Director of Professional Development, no later than August 15 of the contractual year, addressing general student progress and the delivery of the program (planned vs. actual, adjustments, continuing issues, etc.**

The MSW Program Director is the Project Administrator for the master of Social Work Cohort Partnership # MSW 2013P. The program evaluation and end of contract report will be submitted on or before August 15, 2018 after the termination of the project year.

V. Professional Competency

<u>Description of the organization and its history:</u>

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The Department of Social Work began as the Social Work Program in the academic year 1969-1970 as part of the Department of Sociology. In 1983, the Department of Social Work became an autonomous department with the College of Liberal Arts. The Council on Social Work Education (CSWE) has continuously accredited the Bachelor of Social Work degree (BSW) since 1974 and the BSW accreditation was reaffirmed June 2008 through 2016, and reaffirmed in spring 2017 for an 8-year cycle. In 2001, the School of Applied Sciences was created and the Department of Social Work was transferred to the School of Applied Sciences. In the chain of command, the Chair of the Department of Social Work reports to the Dean of the School of Applied Sciences, who reports to the Provost/Vice Chancellor for Academic Affairs.

In 2003, the Department began to offer undergraduate courses at the University's Tupelo Center and DeSoto Center. The Tupelo and DeSoto Center courses were initially offered part-time, but expanded to offer the BSW program full-time in the fall of 2006 and 2008 respectively. Students complete the Tupelo and DeSoto programs over a two-year period.

In February 2007, the Institution of Higher Learning approved the University of Mississippi to offer the MSW degree. The program began as a three-year part-time Regular Standing program (60 hours) beginning August 2008, and began a two-year Advanced Standing program (36 hours) in the summer of 2009.

The program was granted candidacy by the Council on Social Work Education in October 2008 and initial accreditation was awarded in October 2011. CSWE reaffirmed accreditation for an 8-year cycle February 2017.

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Prior work products and services:

Seventeen students were graduated in 2011, 9 students were graduated in 2012, 31 students were graduated in 2014, 7 students were graduated in 2015, and 14 students were graduated in 2016. Three graduates in 2011 were MDCPS employees who attended the courses under contract with MDCPS. There were 18 CPS employees who constituted the 2010-2012 cohort; 16 were still with the agency at graduation in 2012. Fourteen students successfully completed clinical internship at three designated MDCPS sites during academic year 2011-2012, with course grades of A. Three MDCPS employees completed the program in 2014. Seven CPS employees were graduated in May 2015.

The program has experience addressing the specific needs of the non-traditional student who is a full-time employee, and specifically, full-time child welfare professionals with on-call responsibilities. The program has successfully completed the instruction, internship, and competency examinations for all CPS employees who remained in the program, and has demonstrated the ability to work with the needs of the non-traditional students who are full-time child welfare employees. Examples include teaching hybrid (online and class/community setting) to ensure the required number of house is achieved in each course and teaching web-based online courses. Faculty are flexible in scheduling due dates for projects and assignments and take into consideration that students' responsibilities within CPS can be affected by events beyond the control of the student.

The program demonstrates their MSW competency in relation to experience and staff expertise in professional child welfare workforce development through

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research, professional development, and prior experience. The program uses evidence-based practice models in instruction of students, and current outcome-based research for effective child welfare practice is infused throughout the curriculum.

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2017-2018 Scope of Services MSW Partnership 2013P

The University of Mississippi

BUDGET JUSTIFICATION

A. Senior Personnel:

Ten percent of summer salary (base salary $84,318/9*10%) is requested for July 2017 for the Project Director/PI, Susan C. Allen. Ten percent of base salary $84,318 is requested for the fall and spring for the Project Director. The Project Director oversees the implementation of the MSW classes as described in the proposal and collects and analyzes data for evaluation and reporting.

Summer salary is requested for faculty 1 Susan C. Allen for one course (base salary $84,318*. 0833). Faculty 1 will teach SW 686 Trauma and Crisis Intervention. Faculty 1 will also serve as the clinical supervisor for clinical internship in fall and spring. Twenty-five percent of base salary of $84,318 is requested for clinical supervision instruction by faculty 1.

Twenty-five percent of salary for faculty 2 Jennifer Buford is requested for fall and spring. Faculty 2 serves as the Field Director and will provide the internship seminar and twice a semester field visits for evaluation of performance.

Summer salary is requested for faculty 3 Desiree Stepteau-Watson for one course (base salary $74,644*. 0833). Faculty 3 will teach SW 687 Addiction and Substance Abuse.

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Faculty # 4 Jandel Crutchfield will serve as instructor for SW 682 Fall 2017 (one course overload). The course is an On-Line course, and is outside the standard teaching assignment (2-course load) for faculty # 4. Faculty # 5 Amy Fisher will serve as the workshop facilitator for a license preparation workshop in fall and spring at a rate of $1,000 per workshop. The workshops are outside of faculty # 5 standard teaching assignment and workload.

B. Other Personnel:

There are no other personnel on the project.

C. Fringe Benefits:

Fringe benefits for faculty and staff are calculated at the University's average rate of 32.41% of salary. Fringe benefits for graduate research assistants are calculated at the University's average rate of 8.0% of stipend. Fringe benefits for students paid hourly (graduate or undergraduate) are calculated at the University's average rate of 3.0% of wages.

The University uses average rates for budgeting fringe benefits; however, charges made to the sponsor will be for actual fringe benefits paid per individual

E. Travel

Funds are requested for the clinical supervisor to travel to the northwest clinical site (Clarksdale Child Protection Services) and to the northeast clinical site (Tupelo Child Protection Services). One trip to Clarksdale is required every other week for a total of 8 trips during the fall and 8 trips during the spring. One trip to Tupelo is required every week for a total of 16 trips during fall and 16 trips during spring. The purpose is the provision of clinical supervision to each of the 8 student

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interns. An LCSW (a social worker licensed in Mississippi for provision of independent psychotherapy services) is required to provide clinical supervision to interns who are completing a clinical internship (i.e., providing psychotherapy).

G. Other Direct Costs:

There are no other direct costs.

I. Facilities and Administrative Costs:

Facilities and Administrative Costs are calculated in accordance with The University of Mississippi's rate agreement with DHHS, dated June 30, 2016. F&A Costs for research are calculated at 46.0% of Modified Total Direct Costs (Total Direct Costs less equipment, tuition remission, and the portion of each subgrant or subcontract in excess of $25,000).

However, the MDCPS limits F & A to 10%.

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EXHIBIT B-1

2nd Modified Mississippi Settlement Agreement And Reform Plan

(See Mississippi Department of Child Protection Services Website)
https://www.mdcps.ms.gov/olivia-y-lawsuit/

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EXHIBIT C-5
BUDGET

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BUDGET WORKSHEET

Program Opportunity:
University of Mississippi MDHS MSW Partnership

Faculty/Staff Fringe:	32.41%	
Graduate Student Fringe:	8.00%	
Student Fringe:	3.00%	
Increment Factor:	1.03	students
Increment Factor:	1.03	faculty
Indirect Cost Rate %:	**10.0%**	**10.0%**

					Fall & Spring	Summer 2017	Cumulative
				Start date:	7/1/2017		
				End date:	6/30/2018		
					AGENCY	AGENCY	AGENCY
A. Senior Personnel							
Names:	AYT	Summer	Appt	Base			
Faculty 1 Allen Fall & Spring SW 623 and 624	2.250	0.0000	9.0	$ 84,318	$ 21,080	$ -	$ 21,080
Faculty 1 Allen Summer SW 686	0.000	0.0833	9.0	$ 84,318	$ -	$ 7,023.69	$ 7,024
Faculty 2 Buford Fall & Spring SW 623 and 624	2.250	0.0000	9.0	$ 47,891	$ 11,973	$ -	$ 11,973
Faculty 3 Stepteau-Watson SW 687	0.000	0.0833	9.0	$ 74,644	$ -	$ 6,217.85	$ 6,218
Faculty 4 Crutchfield Overload Fall Internet SW 682	0.000	0.0000	9.0	$ 5,893	$ 5,893	$ -	$ 5,893
Faculty 5 Fisher License Prep Workshops Fall & Spring	0.000	0.0000	9.0	$ 64,245	$ 2,000		$ 2,000
Project Director Allen Fall & Spring	0.100	0.0000	9.0	$ 84,318	$ 8,432	$ -	$ 8,432
Project Director Allen Summer	0.100	0.0000	9.0	$ 84,318	$ -	$ 937	$ 937
	0.000	0.0000	12.0	$ -	$ -	$ -	$ -
	0.000	0.0000	12.0	$ -	$ -	$ -	$ -
B. Other Personnel (must be UM employees)							
postdoctoral		1	$ -		$ -	$ -	$ -
other professionals		1	$ -		$ -	$ -	$ -
graduate students		1	$ -		$ -	$ -	$ -
undergraduate students		1	$ -		$ -	$ -	$ -
other							
TOTAL of Personnel Salaries:					**$ 49,378**	**$ 14,178**	**$ 63,556**
C. Fringe Benefits					**$ 16,003**	**$ 4,595**	**$ 20,598**
faculty/staff fringes					$ 16,003	$ 4,595	$ 20,598
graduate student fringes					$ -	$ -	$ -
undergraduate student fringes					$ -	$ -	$ -
TOTAL of Salaries plus Fringe Benefits:					**$ 65,381**	**$ 18,773**	**$ 84,154**
D. Equipment					**$ -**	**$ -**	**$ -**
Item #1:					$ -		$ -
Item #2:							$ -
Item #3:							$ -
E. Travel					**$ 2,782**	**$ -**	**$ 2,782**
domestic					$ 2,782	$ -	$ 2,782
international							$ -
other							$ -
F. Participant Support					**$ -**	**$ -**	**$ -**
stipends							$ -
travel							$ -
subsistence							$ -
other							$ -
G. Other Direct Costs							
					$ -		$ -
publications							$ -
consultants							$ -
computer services							$ -
subawards							$ -
TOTAL of Other Direct Costs (itemized below):					$ -	$ -	$ -
1 Tuition Remissions ($3,821/sem)							
2 Other (specify)							
3 Other (specify)							
4 Other (specify)							
TOTAL Other Direct Costs:					**$ -**	**$ -**	**$ -**
H. Total Direct Costs					**$ 68,163**	**$ 18,773**	**$ 86,936**
I. F&A Costs					**$ 6,816**	**$ 1,877**	**$ 8,693**
**F&A Base=					**$ 68,163**	**$ 18,773**	**$ 86,936**
J. Total of Direct and F&A Costs					**$ 74,979**	**$ 20,650**	**$ 95,629**

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W9
FORM

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Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
University of Mississippi

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only one of the following seven boxes:
☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate
☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶
Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
☑ Other (see instructions) ▶ public university - non-profit, tax exempt

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
Exempt payee code (if any) 3
Exemption from FATCA reporting code (if any) C
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)
113 Falkner

Requester's name and address (optional)

6 City, state, and ZIP code
University, MS 38677-1848

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number
☐☐☐ - ☐☐ - ☐☐☐☐

or

Employer identification number
6 4 - 6 0 0 1 1 5 9

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶ Brian C. Buchanan Date ▶ 3-31-16

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at *www.irs.gov/fw9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

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E-Verify

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Company ID Number: 128739

THE E VERIFY PROGRAM FOR EMPLOYMENT VERIFICATION

MEMORANDUM OF UNDERSTANDING

ARTICLE I

PURPOSE AND AUTHORITY

This Memorandum of Understanding (MOU) sets forth the points of agreement between the Social Security Administration (SSA), the Department of Homeland Security (DHS) and The University of Mississippi - Department of Human Resources (Employer) regarding the Employer's participation in the Employment Eligibility Verification Program (E-Verify). E-Verify is a program in which the employment eligibility of all newly hired employees will be confirmed after the Employment Eligibility Verification Form (Form I-9) has been completed.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note).

ARTICLE II

FUNCTIONS TO BE PERFORMED

A. RESPONSIBILITIES OF THE SSA

1. Upon completion of the Form I-9 by the employee and the Employer, and provided the Employer complies with the requirements of this MOU, SSA agrees to provide the Employer with available information that allows the Employer to confirm the accuracy of Social Security Numbers provided by all newly hired employees and the employment authorization of U.S. citizens.

2. The SSA agrees to provide to the Employer appropriate assistance with operational problems that may arise during the Employer's participation in the E-Verify program. The SSA agrees to provide the Employer with names, titles, addresses, and telephone numbers of SSA representatives to be contacted during the E-Verify process.

3. The SSA agrees to safeguard the information provided by the Employer through the E-Verify program procedures, and to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security Numbers and for evaluation of the E-Verify program or such other persons or entities who may be authorized by the SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).

4. SSA agrees to establish a means of automated verification that is designed (in conjunction with DHS's automated system if necessary) to provide confirmation or tentative nonconfirmation of U.S. citizens' employment eligibility and accuracy of SSA records for both citizens and aliens within 3 Federal Government work days of the initial inquiry.

5. SSA agrees to establish a means of secondary verification (including updating SSA records as may be necessary) for employees who contest SSA tentative nonconfirmations that is designed to provide final confirmation or nonconfirmation of U.S. citizens' employment

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eligibility and accuracy of SSA records for both citizens and aliens within 10 Federal Government work days of the date of referral to SSA, unless SSA determines that more than 10 days may be necessary. In such cases, SSA will provide additional verification instructions.

B. RESPONSIBILITIES OF THE DEPARTMENT OF HOMELAND SECURITY

1. Upon completion of the Form I-9 by the employee and the Employer and after SSA verifies the accuracy of SSA records for aliens through E-Verify, DHS agrees to provide the Employer access to selected data from DHS's database to enable the Employer to conduct:

- Automated verification checks on newly hired alien employees by electronic means, and
- Photo verification checks (when available) on newly hired alien employees.

2. DHS agrees to provide to the Employer appropriate assistance with operational problems that may arise during the Employer's participation in the E-Verify program. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.

3. DHS agrees to provide to the Employer a manual (the E-Verify Manual) containing instructions on E-Verify policies, procedures and requirements for both SSA and DHS, including restrictions on the use of E-Verify.. DHS agrees to provide training materials on E-Verify.

4. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in the E-Verify program. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, and U.S. Department of Justice.

5. DHS agrees to issue the Employer a user identification number and password that permits the Employer to verify information provided by alien employees with DHS's database.

6. DHS agrees to safeguard the information provided to DHS by the Employer, and to limit access to such information to individuals responsible for the verification of alien employment eligibility and for evaluation of the E-Verify program, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security Numbers and employment eligibility, to enforce the Immigration and Nationality Act and federal criminal laws, and to ensure accurate wage reports to the SSA.

7. DHS agrees to establish a means of automated verification that is designed (in conjunction with SSA verification procedures) to provide confirmation or tentative nonconfirmation of employees' employment eligibility within 3 Federal Government work days of the initial inquiry.

8. DHS agrees to establish a means of secondary verification (including updating DHS records as may be necessary) for employees who contest DHS tentative nonconfirmations and photo non-match tentative nonconfirmations that is designed to provide final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

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Company ID Number: 128739

C. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the notices supplied by DHS in a prominent place that is clearly visible to prospective employees.

2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted regarding E-Verify.

3. The Employer agrees to become familiar with and comply with the E-Verify Manual.

4. The Employer agrees that any Employer Representative who will perform employment verification queries will complete the E-Verify Tutorial before that individual initiates any queries.

   A. The employer agrees that all employer representatives will take the refresher tutorials initiated by the E-Verify program as a condition of continued use of E-Verify.

   B. Failure to complete a refresher tutorial will prevent the employer from continued use of the program.

5. The Employer agrees to comply with established Form 1-9 procedures, with two exceptions:

- If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2 (b) (1) (B)) can be presented during the Form 1-9 process to establish identity).
- If an employee presents a DHS Form 1-551 (Permanent Resident Card) or Form 1-766 (Employment Authorization Document) to complete the Form 1-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form 1-9. The employer will use the photocopy to verify the photo and to assist the Department with its review of photo non-matches that are contested by employees. Note that employees retain the right to present any List A, or List B and List C, documentation to complete the Form 1-9. DHS may in the future designate other documents that activate the photo screening tool.

6. The Employer understands that participation in E-Verify does not exempt the Employer from the responsibility to complete, retain, and make available for inspection Forms 1-9 that relate to its employees, or from other requirements of applicable regulations or laws, except for the following modified requirements applicable by reason of the Employer's participation in E-Verify: (1) identity documents must have photos, as described in paragraph 5 above; (2) a rebuttable presumption is established that the Employer has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (NA) with respect to the hiring of any individual if it obtains confirmation of the identity and employment eligibility of the individual in compliance with the terms and conditions of E-Verify ; (3) the Employer must notify DHS if it continues to employ any employee after receiving a final nonconfirmation, and is subject to a civil money penalty between $500 and $1,000 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) the Employer is subject to a rebuttable presumption that it has knowingly employed an unauthorized alien in violation of section 274A(a)(1)(A) if the Employer continues to employ any employee after receiving a final nonconfirmation; and (5) no person or entity participating in E-Verify is civilly or criminally liable under any law for any

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action taken in good faith on information provided through the confirmation system. DHS reserves the right to conduct Form I-9 compliance inspections during the course of E-Verify, as well as to conduct any other enforcement activity authorized by law.

7. The Employer agrees to initiate E-Verify verification procedures within 3 Employer business days after each employee has been hired (but after both sections 1 and 2 of the Form I-9 have been completed), and to complete as many (but only as many) steps of the E-Verify process as are necessary according to the E-Verify Manual. The Employer is prohibited from initiating verification procedures before the employee has been hired and the Form I-9 completed. If the automated system to be queried is temporarily unavailable, the 3-day time period is extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability. In all cases, the Employer must use the SSA verification procedures first, and use DHS verification procedures and photo screening tool only after the the SSA verification response has been given.

8. The Employer agrees not to use E-Verify procedures for pre-employment screening of job applicants, support for any unlawful employment practice, or any other use not authorized by this MOU. The Employer must use E-Verify for all new employees and will not verify only certain employees selectively. The Employer agrees not to use E-Verify procedures for re-verification, or for employees hired before the date this MOU is in effect. The Employer understands that if the Employer uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and the immediate termination of its access to SSA and DHS information pursuant to this MOU.

9. The Employer agrees to follow appropriate procedures (see Article III.B. below) regarding tentative nonconfirmations, including notifying employees of the finding, providing written referral instructions to employees, allowing employees to contest the finding, and not taking adverse action against employees if they choose to contest the finding. Further, when employees contest a tentative nonconfirmation based upon a photo non-match, the Employer is required to take affirmative steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.

10. The Employer agrees not to take any adverse action against an employee based upon the employee's employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1 (l)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification to verify work authorization, a tentative nonconfirmation, or the finding of a photo non-match, does not mean, and should not be interpreted as, an indication that the employee is not work authorized. In any of the cases listed above, the employee must be provided the opportunity to contest the finding, and if he or she does so, may not be terminated or suffer any adverse employment consequences until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo non-match, then the Employer can find the employee is not work authorized and take the appropriate action.

11. The Employer agrees to comply with section 274B of the INA by not discriminating unlawfully against any individual in hiring, firing, or recruitment or referral practices because of his or her national origin or, in the case of a protected individual as defined in section 274B(a)(3) of the INA, because of his or her citizenship status. The Employer understands that such illegal practices can include selective verification or use of E-Verify, discharging or refusing to hire eligible employees because they appear or sound "foreign", and premature termination of

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employees based upon tentative nonconfirmations, and that any violation of the unfair immigration-related employment practices provisions of the INA could subject the Employer to civil penalties pursuant to section 274B of the INA and the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-7688 or 1-800-237-2515 (TDD).

12. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.

13. The Employer agrees that it will use the information it receives from the SSA or DHS pursuant to E-Verify and this MOU only to confirm the employment eligibility of newly-hired employees after completion of the Form I-9. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords) to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU.

14. The Employer acknowledges that the information which it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a (i) (1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)), and that any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

15. The Employer agrees to allow DHS and SSA, or their authorized agents or designees, to make periodic visits to the Employer for the purpose of reviewing E-Verify -related records, i.e., Forms I-9, SSA Transaction Records, and DHS verification records, which were created during the Employer's participation in the E-Verify Program. In addition, for the purpose of evaluating E-Verify, the Employer agrees to allow DHS and SSA or their authorized agents or designees, to interview it regarding its experience with E-Verify, to interview employees hired during E-Verify use concerning their experience with the pilot, and to make employment and E-Verify related records available to DHS and the SSA, or their designated agents or designees. Failure to comply with the terms of this paragraph may lead DHS to terminate the Employer's access to E-Verify.

ARTICLE III

REFERRAL OF INDIVIDUALS TO THE SSA AND THE DEPARTMENT OF HOMELAND SECURITY

A. REFERRAL TO THE SSA

1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the tentative nonconfirmation.

2. The Employer will refer employees to SSA field offices only as directed by the automated system based on a tentative nonconfirmation, and only after the Employer records the case verification number, reviews the input to detect any transaction errors, and determines that the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security Number to SSA for verification again if this review indicates a need to do so. The

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Employer will determine whether the employee contests the tentative nonconfirmation as soon as possible after the Employer receives it.

3. If the employee contests an SSA tentative nonconfirmation, the Employer will provide the employee with a referral letter and instruct the employee to visit an SSA office to resolve the discrepancy within 8 Federal Government work days. The Employer will make a second inquiry to the SSA database using E-Verify procedures on the date that is 10 Federal Government work days after the date of the referral in order to obtain confirmation, or final nonconfirmation, unless otherwise instructed by SSA or unless SSA determines that more than 10 days is necessary to resolve the tentative nonconfirmation..

4. The Employer agrees not to ask the employee to obtain a printout from the Social Security Number database (the Numident) or other written verification of the Social Security Number from the SSA.

B. REFERRAL TO THE DEPARTMENT OF HOMELAND SECURITY

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must print the tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the tentative nonconfirmation.

2. If the Employer finds a photo non-match for an alien who provides a document for which the automated system has transmitted a photo, the employer must print the photo non-match tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the finding.

3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation received from DHS automated verification process or when the Employer issues a tentative nonconfirmation based upon a photo non-match. The Employer will determine whether the employee contests the tentative nonconfirmation as soon as possible after the Employer receives it.

4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will provide the employee with a referral letter and instruct the employee to contact the Department through its toll-free hotline within 8 Federal Government work days.

5. If the employee contests a tentative nonconfirmation based upon a photo non-match, the Employer will provide the employee with a referral letter to DHS. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.

6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo non-match, the Employer will send a copy of the employee's Form I-551 or Form I-766 to DHS for review by:

- Scanning and uploading the document, or
- Sending a photocopy of the document by an express mail account (furnished and paid for by DHS).

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7. The Employer understands that if it cannot determine whether there is a photo match/non-match, the Employer is required to forward the employee's documentation to DHS by scanning and uploading, or by sending the document as described in the preceding paragraph, and resolving the case as specified by the Immigration Services Verifier at DHS who will determine the photo match or non-match.

ARTICLE IV

SERVICE PROVISIONS

The SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access the E-Verify System, an Employer will need a personal computer with Internet access.

ARTICLE V

PARTIES

This MOU is effective upon the signature of all parties, and shall continue in effect for as long as the SSA and DHS conduct the E-Verify program unless modified in writing by the mutual consent of all parties, or terminated by any party upon 30 days prior written notice to the others. Any and all system enhancements to the E-Verify program by DHS or SSA, including but not limited to the E-Verify checking against additional data sources and instituting new verification procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes. DHS agrees to train employers on all changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify manual. Even without changes to E-Verify, the Department reserves the right to require employers to take mandatory refresher tutorials.

Termination by any party shall terminate the MOU as to all parties. The SSA or DHS may terminate this MOU without prior notice if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established procedures or legal requirements. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as they may determine.

Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.

Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.

The employer understands that the fact of its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to, Congressional oversight, E-Verify publicity and media inquiries, and responses to inquiries under the Freedom of Information Act (FOIA).

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The foregoing constitutes the full agreement on this subject between the SSA, DHS, and the Employer.

The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively.

To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify Operations at 888-464-4218.

Employer The University of Mississippi - Department of Human Resources

Regina Johnson	
Name (Please type or print)	Title
Electronically Signed	06/18/2008
Signature	Date

Department of Homeland Security — Verification Division

USCIS Verification Division	
Name (Please type or print)	Title
Electronically Signed	06/18/2008
Signature	Date

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Company ID Number: 128739

INFORMATION REQUIRED
FOR THE E-VERIFY PROGRAM

Information relating to your Company:

Company Name: The University of Mississippi - Department of Human Resources

Company Facility Address: Paul B. Johnson Commons, East
University, MS 38677

Company Alternate Address:

County or Parish: LAFAYETTE

Employer Identification Number: 646001152

North American Industry Classification Systems Code: 611

Parent Company: The University of Mississippi - Department of Human Resources

Number of Employees: 2,500 to 4,999 Number of Sites Verified for: 1

Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State.

MISSISSIPPI 1 site(s)

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name: Regina B Johnson
Telephone Number: (662) 915 - 5235 Fax Number: (662) 915 - 5836
E-mail Address: rbjohnson@olemiss.edu

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FEDERAL DEBARMENT VERIFICATION

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FDVF-004-001
March 2017

MISSISSIPPI DEPARTMENT OF CHILD PROTECTION SERVICES

FEDERAL DEBARMENT VERIFICATION FORM

Please Print Clearly or Type

Subgrantee's/Contractor's Name	University of Mississippi
Authorized Official's Name	Renita L. Gray, Manager of Sponsored Programs Acct.
DUNS Number	067713560
Address	113 Falkner, University, MS 38677-1848
Phone Number	662-915-6538
Are you currently registered with www.sam.gov *(Respond Yes or No)*	Yes
Registration Status *(Type Active or Inactive)*	Active
Active Exclusions *(Type Yes or No)*	No

I hereby certify that University of Mississippi is not on the list for federal
Subgrantee's Name/Contractor's Name
debarment on www.sam.gov –System for Award Management.

Renita L Gray
Signature of Authorized Official

05/16/17
Date

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PDVF-004-001
March 2017

MISSISSIPPI DEPARTMENT OF CHILD PROTECTION SERVICES

PARTNERSHIP DEBARMENT VERIFICATION FORM

Please Print Clearly or Type

Subgrantee's/Contractor's Name	University of Mississippi
Authorized Official's Name	Renita L. Gray, Manager of Sponsored Programs Accounting
DUNS Number	087713560
Address	113 Falkner, University, MS 38677-1848
Phone Number	662-915-6538

I hereby certify that all entities who are in partnership with MDHS (subcontractors, subrecipients, et al.) are not on the federal debarment list on www.sam.gov – System for Award Management. 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 MDCPS.

Renita L. Gray
Signature of Authorized Official

05/16/17
Date

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CERTIFICATE OF INSURANCE

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CERTIFICATE OF COVERAGE

THE UNIVERSITY OF MISSISSIPPI

November 17, 2004

TO WHOM IT MAY CONCERN:

THE UNIVERSITY OF MISSISSIPPI IS A PUBLIC UNIVERSITY THAT IS GOVERNED BY THE BOARD OF TRUSTEES FOR STATE INSTITUTIONS OF HIGHER LEARNING. AS AN ENTITY OF THE STATE OF MISSISSIPPI, THE UNIVERSITY'S LIABILITY FOR TORT CLAIMS IS DEFINED BY THE MISSISSIPPI TORT CLAIMS ACT, AND IS SELF-INSURED AS A PARTICIPANT IN THE MISSISSIPPI TORT CLAIMS FUND AS SET FORTH IN CHAPTER 46, TITLE 11, MISSISSIPPI CODE 1972, AS AMENDED.

ENCLOSED YOU WILL FIND A COPY OF A CERTIFICATE OF COVERAGE DATED DECEMBER, 2002. THIS CERTIFICATE, ISSUED BY THE STATE INSTITUTIONS OF HIGHER LEARNING REMAINS IS IN EFFECTAND HAS NOT BEEN CANCELED OR RESCINDED.

THE UNIVERSITY OF MISSISSIPPI IS UNABLE TO SECURE ADDITIONAL COVERAGES WITHOUT THE EXPRESS AUTHORIZATION OF ITS GOVERNING BOARD, WHICH CONSIDERS THE TORT CLAIMS ACT TO BE THE SOLE TORT REMEDY UNDER THE LAW.

JAMES R. WINDHAM
DIRECTOR OF PROCUREMENT SERVICES

THE UNIVERSITY OF MISSISSIPPI
#1 JANETTE PHILLIPS DRIVE
POST OFFICE BOX 8750
UNIVERSITY, MS 38677

662-915-7448
662-915-7752 (FAX)

CERTIFICATE OF COVERAGE

Issued to:

The University of Mississippi

The State Institutions of Higher Learning, as a participant of the Mississippi Tort Claims Fund as set forth in Chapter 46, Title 11, Mississippi Code 1972, as amended, certifies coverage of the above named institution under its self-insured IHL Tort Claims Plan. The IHL Tort Claims Plan provides protection for tort claims against employees of the named institution subject to terms and limitations established by law. This Certificate shall continue in full force and affect until such time it may be canceled or rescinded.

Issued this the 13th day of December, 2002.

State Institutions of Higher Learning
IHL Tort Claims Plan

Clifton A. Tucker, Administrator

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