

August 15, 2021

The Honorable Delores G. Kelley  
Chairman, Senate Finance Committee  
3 East Miller Senate Building  
Annapolis, Maryland 21401-1991

The Honorable Maggie McIntosh  
Chairman, House Appropriations Committee  
131 Lowe House Office Building  
Annapolis, Maryland 21401-1991

**RE: MSAR #7666 - Annual Family Investment Program Hiring Agreements Report**

Dear Madam Chairs Kelley and McIntosh:

The Department of Human Services (DHS) is required to submit a report to the Maryland General Assembly on the Annual Family Investment Program Hiring Agreement report in accordance with the State Finance and Procurement Article §13-224(d).

This report is annually due November 1, however, DHS will not receive the required data from the University of Baltimore for analysis in advance of the November 1 reporting deadline. As such, DHS anticipates a submission no later than December 15, 2021.

If you should require additional information, please contact Lauren C. Graziano, Director of Government Affairs, at [laurenc.graziano@maryland.gov](mailto:laurenc.graziano@maryland.gov).

Sincerely,

*Lourdes R. Padilla*

Lourdes R. Padilla  
Secretary

Enclosure

cc: Sarah Albert, Mandated Reports Specialist, Department of Legislative Services (5 copies)



December 15, 2021

The Honorable Bill Ferguson  
President of the Senate  
State House, H-107  
100 State Circle  
Annapolis, Maryland 21401-1991

The Honorable Adrienne A. Jones  
Speaker of the House  
State House, H-101  
100 State Circle  
Annapolis, Maryland 21401-1991

**RE: MSAR #12076 - Annual Family Investment Program Hiring Agreements Report**

Dear President Ferguson and Speaker Jones:

The Department of Human Services (DHS) is required to submit a report to the Maryland General Assembly on the Annual Family Investment Program Hiring Agreement report in accordance with the State Finance and Procurement Article §13-224(d). In accordance with this reporting requirement, DHS is pleased to provide you with the enclosed report.

If you should require additional information please contact the Office of Government Affairs at 410-767-8543.

Sincerely,



Lourdes R. Padilla  
Secretary

Enclosure



cc: Sarah Albert, Mandated Reports Specialist, Department of Legislative Services (5 copies)



December 15, 2021

The Honorable Guy Guzzone  
Chairman, Senate Budget & Taxation Committee  
3 West Miller Senate Building  
Annapolis, Maryland 21401-1991

The Honorable Maggie McIntosh  
Chairman, House Appropriations Committee  
131 Lowe House Office Building  
Annapolis, Maryland 21401-1991

**RE: MSAR #7666 - Annual Family Investment Program Hiring Agreements Report**

Dear Madam Chairs Kelley and McIntosh:

The Department of Human Services (DHS) is required to submit a report to the Senate Finance Committee and the House Appropriations Committee on the Annual Family Investment Program Hiring Agreement report in accordance with the Human Services Article §5-304 (c)(4). In accordance with this reporting requirement, DHS is pleased to provide you with the enclosed report.

If you should require additional information, please contact the Office of Government Affairs at 410-767-8543.

Sincerely,



Lourdes R. Padilla  
Secretary

Enclosure

cc: Sarah Albert, Mandated Reports Specialist, Department of Legislative Services (5 copies)



**ANNUAL FAMILY INVESTMENT PROGRAM HIRING AGREEMENT**

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MARYLAND DEPARTMENT OF HUMAN SERVICES

*Completed pursuant to MSAR #7666 - Human Services Article §5-304 (c)(4) and  
MSAR #7667 - State Finance & Procurement Article § 13-224(d)*

December 15, 2021

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## REPORT REQUIREMENTS

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This report is hereby submitted in response to the following reporting requirements:

*On or before November 1 of each year and in consultation with the Maryland Association of Counties, the Secretary [of the Department of Human Services] shall report, subject to § 2-1246 of the State Government Article, to the Senate Finance Committee and the House Appropriations Committee of the General Assembly, on:*

- (i) the development of the local government hiring plan; and*
- (ii) the number of current and former recipients, children of current or former recipients, foster youth, and obligors hired and retained by local governments.*

*Source: Human Services Article §5-304 (c)(4)*

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*Each year, the Department [of Human Services] and any local departments that have entered into hiring agreements shall submit a report to the Board [of Public Works], the Joint Committee on Welfare Reform, and, subject to § 2-1246 of the State Government Article, the General Assembly on:*

- (1) the number of hiring agreements executed;*
- (2) the number of current and former FIP recipients, children of current or former recipients, foster youth, and obligors hired by an entity with which a hiring agreement was executed; and*
- (3) the effectiveness of each hiring agreement in obtaining employment for current and former FIP recipients, children of current or former recipients, foster youth, and obligors.*

*Source: State Finance & Procurement Article § 13-224(d)*

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## BACKGROUND

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A hiring agreement, a companion to a State procurement contract, is an agreement between a contractor and the Department of Human Services (DHS) through which the parties agree to cooperatively identify and hire former and current Family Investment Program (FIP) recipients to fill job openings on the contractor's State procurement project. The hiring agreement statute, enacted into law in 1998, originally required the Board of Public Works (BPW) to "designate the types of procurement contracts that are eligible contracts" (eligible for hiring agreements). The Board subsequently approved an Action Agenda Item directing the Department of Budget & Management (DBM), Department of General Services (DGS), and Maryland Department of Transportation (MDOT) and the University System of Maryland to select eligible contracts for hiring agreements. The Board requires DHS to submit an annual report addressing hiring agreements for these State agencies combined.

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## TARGET POPULATION

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DHS, in partnership with other State agencies, encourages the use of hiring agreements as a mechanism for providing FIP recipients with employment opportunities with companies doing business with the State as vendors. The target population for this arrangement includes:

- Current Temporary Cash Assistance (TCA)\* recipients
- Children of current TCA recipients (14 and older)
- Former TCA recipients (less than or equal to 5 years)
- Children of former TCA recipients (14 and older)
- Foster Care Youth/Alumni (18-25 years old)
- Child Support Obligors

\* Note: TANF-Temporary Assistance to Needy Families and TCA-Temporary Cash Assistance will be used interchangeably throughout the report.

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## PARTNERSHIPS

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Based on the needs of the target population, DHS has leveraged partnerships with State agencies (including DBM, DGS, MDOT, and the Department of Information Technology (DoIT)).

In addition to the State Contractors, the Hiring Agreement Program (HAP) is also supported by local governments through an agreement with the Maryland Association of Counties (MACo).

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## PROGRAM DEVELOPMENT

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Since 2016, DHS has taken the following steps to improve outcomes of HAP:

- The DHS program manager facilitates the annual statewide presentation for the Senior Procurement Advisory Group (SPAG) meeting that usually takes place in September. The purpose of our portion of the agenda is to address HAP goals, program monitoring, data reporting, and tracking and recruitment of other Agencies for procurement officers to support the HAP program. This meeting is hosted by the Department of General Services State Procurement Unit.
- Instituted a new tracking system to monitor and catalog all job announcements subject to HAP. In addition, a mandate for all Local Departments of Social Services (LDSS) to monitor and maintain a database of all applicants for HAP job orders.
- Successfully advocated for an extension of time to apply for positions available to FIP recipients from three business days to five business days, allowing more qualified applicants to take advantage of employment opportunities within state agencies and related contractors.
- Instituted a requirement for contractors to include their Federal Employment Identification Number on the Hiring Agreement Program contract to improve reporting accuracy.

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## OUTREACH

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DHS has worked with stakeholders to streamline internal job announcements to include important details in order to help eligible FIP recipients to more accurately determine if they are a good fit for a specific position. Additionally, Work Program staff at the LDSSs have connected with the Child Support Administration-CSA (non-custodial parents) and Social Services Administration-SSA (foster youth/alumni) as well as current work program vendors that support the TANF work

programs in an effort to increase the visibility of stakeholders. These partnerships have helped to extend the reach of the program to targeted populations. Each LDSS office has identified HAP points of contact that receive and disseminate position announcements to program staff and customers. The LDSS contacts are in place to share hiring agreement opportunities with local partners that interact with the target populations. The HAP program has two new State agencies supporting our recruitment efforts with the Hiring Agreement Clause in state contractor agreements, MDH (Maryland Department of Health) and MD Labor (Maryland Department of Labor), thanks to their Procurement Officers.

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**REPORT CYCLE (April-2020 – March 2021)**

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During the current reporting cycle (April 2020 – March 2021), there were 243 active contracts impacted by HAP. These contracts resulted in 2,330 total job placements shown in Table 4. In addition, DHS has examined the retention rate, defined as individuals still employed in a subsequent quarter after initial job placement, for those placed through hiring agreements. The retention data, provided by the University of Baltimore Jacob France Institute, indicated that 46% of FIP recipients who obtained employment through HAP were employed in the quarter following the time at which they were placed.

DHS maintains a database of 440 State contracts. All contracts were evaluated based on the following criteria to determine if they were subject to HAP requirements:

- Contract base value of \$200,000 or more;
- Contract term of two years or longer; and
- Contract with potential for employment during the life of the contract.

DHS extends a special note of appreciation for the top three employers in each category:

<b>State Contractors</b>
<u>Broadway Services Inc.</u>
<u>Goodwill Industries Of The Chesapeake</u>
<u>Associated Catholic Charities</u>
<b>Local Government</b>
<u>Scholars K-8</u>
<u>Community College of Baltimore County</u>
<u>Baltimore County Government</u>
<b>State Agency</b>
<u>Jessup Correctional Institute</u>
<u>University of Maryland Baltimore County</u>
<u>Maryland Department of Transportation</u>



Table 1 summarizes HAP job placements with State contractors while Table 2 addresses placements within local governments. Tables 3 and 4 summarize job placements within State agencies and quarterly job retention respectively. Table 5 provides a prior year comparison of HAP outcomes.

<b>Table 1 – State Contractor Job Placements by Target Group (#7667)</b> <i>Report Cycle: April 2020 through March 2021</i>			
<b>Group</b>	<b>Placements In Current Quarter</b>	<b>Retention In First Post Quarter</b>	<b>Percentage 1st Quarter Retention</b>
Current TCA recipients	189	81	43%
Children of Current TCA recipients	4	2	50%
Former TCA recipients	511	248	49%
Children of Former TCA recipients	56	28	50%
Child Support Obligors	3	1	33%
Foster Care Youth 18-25	28	9	32%
<b>Total</b>	<b>791</b>	<b>369</b>	<b>47%</b>

<b>Table 2 – Local Government Job Placements by Target Group (#7666)</b> <i>Report Cycle: April 2020 through March 2021</i>			
<b>Group</b>	<b>Placements In Current Quarter</b>	<b>Retention In First Post Quarter</b>	<b>Percentage 1st Quarter Retention</b>
Current TCA recipients	223	110	49%
Children of Current TCA recipients	56	11	20%
Former TCA recipients	816	388	48%
Children of Former TCA recipients	154	44	29%
Child Support Obligors	6	2	33%
Foster Care Youth 18-25	31	9	29%
<b>Total</b>	<b>1286</b>	<b>564</b>	<b>44%</b>

<b>Table 3 – State Agencies Job Placements by Target Group (#7667) Report Cycle: April 2020 through March 2021</b>			
<b>Group</b>	<b>Placements In Current Quarter</b>	<b>Retention In First Post Quarter</b>	<b>Percentage 1st Quarter Retention</b>
Current TCA recipients	54	36	67%
Children of Current TCA recipients	7	1	14%
Former TCA recipients	149	85	57%
Children of Former TCA recipients	37	6	16%
Child Support Obligors	0	0	0%
Foster Care Youth 18-25	6	2	33%
<b>Total</b>	<b>253</b>	<b>130</b>	<b>51%</b>

<b>Table 4 - 1st Quarter Retention of Target Group Placements (#7667) April 2020 through March 2021</b>			
<b>Group</b>	<b>Placements In Current Quarter</b>	<b>Retention In First Post Quarter</b>	<b>Percentage 1st Quarter Retention</b>
State Contractors	791	369	47%
Local Government	1286	564	44%
State Agencies	253	130	51%
<b>Total</b>	<b>2330</b>	<b>1063</b>	<b>46%</b>

<b>Table 5 Prior Year Comparison Outcomes Report Cycle 2020 vs. 2021</b>			
<b>Group</b>	<b>2020</b>	<b>2021</b>	<b>Percentage Decrease</b>
State Contractors	995	791	21%
Local Government	1637	1286	21%
State Agencies	475	253	47%
<b>Total</b>	<b>3107</b>	<b>2330</b>	<b>25%</b>

Note: Due to multiple factors beyond the Agency’s control the overall number of placements were severely impacted by the State of Maryland hiring freeze in addition to the global pandemic which shut down most of the world from March 2020 - July 2021.