

AGENCY NAME:	Department of Administration		
AGENCY CODE:	0500	SECTION:	93

Fiscal Year 2018-2019 Accountability Report

SUBMISSION FORM

AGENCY MISSION	Lead to identify efficiencies. Collaborate to provide services to enhance security and trust. Innovate to increase effectiveness.
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AGENCY VISION	Lead. Collaborate. Innovate.
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Does the agency have any major or minor recommendations (internal or external) that would allow the agency to operate more effectively and efficiently?

	Yes	No
RESTRUCTURING RECOMMENDATIONS:	<input type="checkbox"/>	

Is the agency in compliance with S.C. Code Ann. § 2-1-230, which requires submission of certain reports to the Legislative Services Agency for publication online and the State Library? See also S.C. Code Ann. § 60-2-30.

	Yes	No
REPORT SUBMISSION COMPLIANCE:	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Is the agency in compliance with various requirements to transfer its records, including electronic ones, to the Department of Archives and History? See the Public Records Act (S.C. Code Ann. § 30-1-10 through 30-1-180) and the South Carolina Uniform Electronic Transactions Act (S.C. Code Ann. § 26-6-10 through 26-10-210).

	Yes	No
RECORDS MANAGEMENT COMPLIANCE:	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Is the agency in compliance with S.C. Code Ann. § 1-23-120(J), which requires an agency to conduct a formal review of its regulations every five years?

	Yes	No
REGULATION REVIEW:	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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Please identify your agency's preferred contacts for this year's accountability report.

	<u>Name</u>	<u>Phone</u>	<u>Email</u>
PRIMARY CONTACT:	Marcia S. Adams	803-734-8120	Marcia.Adams@admin.sc.gov
SECONDARY CONTACT:	Sally F. Foster	803-737-1810	Sally.Foster@admin.sc.gov

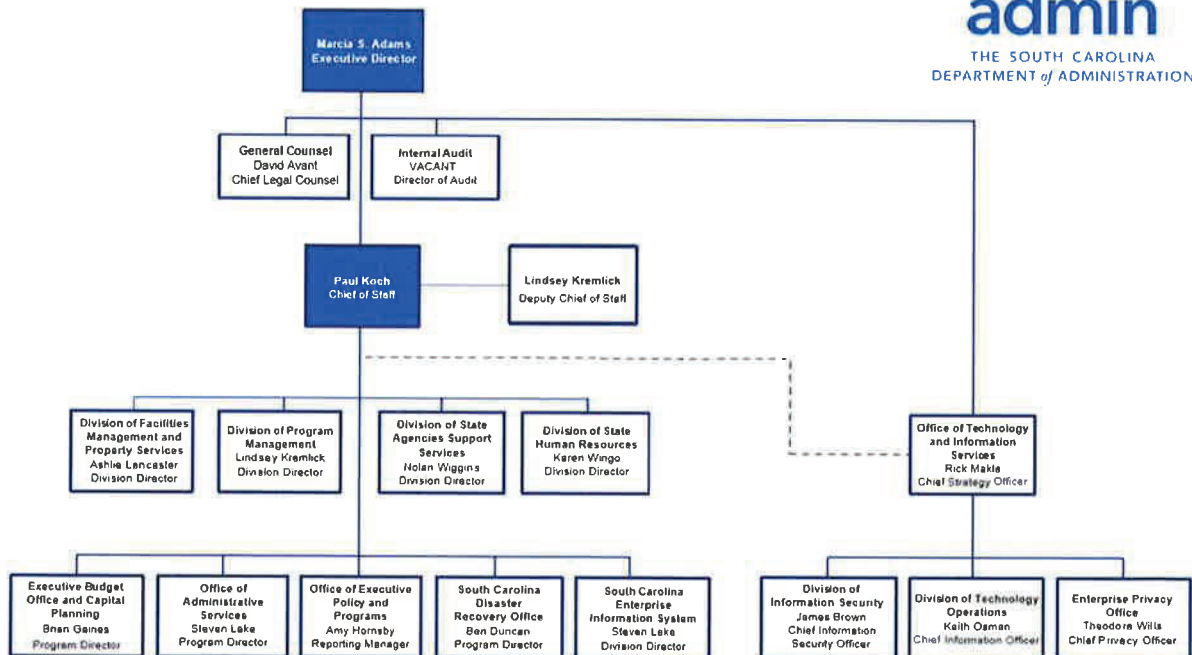
I have reviewed and approved the enclosed FY 2018–2019 Accountability Report, which is complete and accurate to the extent of my knowledge.

AGENCY DIRECTOR (SIGN AND DATE):			
(TYPE/PRINT NAME):	Marcia S. Adams		

BOARD/CMSN CHAIR (SIGN AND DATE):			
(TYPE/PRINT NAME):			

ORGANIZATION — The South Carolina Department of Administration (Admin) is the central administrative agency for South Carolina state government. Marcia S. Adams serves as the Executive Director of Admin. As a Cabinet agency, Admin works closely with the office of Governor Henry McMaster.

South Carolina Department of Administration's Organizational Chart



Revised September 2019

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AGENCY’S DISCUSSION AND ANALYSIS

2018–2019 ACCOMPLISHMENTS AND MILESTONES

This year, Admin continued its focus of collaboration to achieve efficiencies and enhance security across the state. Admin also made extensive strides expanding shared services, establishing benchmarking processes, improving service delivery standards, and enhancing statewide training.

Expand Shared Services and Enterprise Approach to State Services — Part of Admin’s FY 2018–2019 mission was to collaborate with other state agencies to expand shared service offerings and implement an enterprise approach to state government services. Admin:

- Leveraged the state’s buying power to renegotiate more cost-effective internet and agency network contracts to reduce network costs for state agencies and to establish the Statewide Variable Print and Mail Services contract. Combined these efforts produced **\$870,000 in savings for participating agencies. The Variable Print and Mail contract will provide the state a cost avoidance of more than \$1 million a year.**
- Established shared services contracts for IT professional services, server management, data center administration, cloud administration and help desk functionality, which allow agencies to realize the benefits of using qualified vendors at reduced costs for the defined services.
- Migrated five additional agencies to the state’s shared data center, which offers a more cost effective and secure hosting solution. Those agencies include the South Carolina Department of Social Services (DSS), the South Carolina Commission on Higher Education (CHE), the South Carolina Disaster Recovery Office (DRO), the South Carolina Department of Children’s Advocacy (DCA), and the Division of Veterans’ Affairs (DVA).
- Deployed a statewide disaster recovery solution (DR) and successful contracting efforts for a DR hosting site and DR software during FY19. Admin also continued the data center consolidation effort moving agency server and storage environments into DTO’s shared services.
 - Worked with multiple agencies to develop DR plans and to move data into the new DR hosting site. The South Carolina Department of Revenue (DOR) was the first agency to adopt the statewide DR hosting solution, provided through TierPoint, LLC. DOR’s core business applications are now protected in the TierPoint facility. DOR expressed satisfaction with the TierPoint service, stating “responsive service and on-time delivery.” DOR has also reported that they had found the service more cost effective than their previous DR arrangement.
 - Worked with SCDC, SCDNR and SCDCPS to begin the approval process for those agencies to satisfy the requirements of the FBI’s Criminal Justice Information Systems (CJIS) security framework, prior to moving their data to the new DR facility. Approval is expected in early FY20, at which time the above agencies will begin populating their environment in the new DR facility.
- Developed a cloud computing infrastructure strategy to more effectively and efficiently provision and manage cloud-based compute and storage resources. Cloud computing is expected to offer many benefits to the state of South Carolina including leveraging economies of scale, commoditizing IT infrastructure, and a pay per-use model. Employing cloud services will allow the state of South Carolina to become more agile and responsive to constituent requests, shift IT resources to tasks that more directly support an agency’s mission, adapt to scalability requirements more seamlessly, and enable greater cost transparency. The state of South Carolina is not mandating the adoption of cloud-based computing, instead the state is seeking to provide a unified, secure, cost-effective and state sanctioned solution for agencies who choose to leverage cloud-based infrastructure services. The strategy is published on Admin’s website and has been presented to numerous stakeholders.

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- Updated the IT Shared Services Catalog to include published rates for several service offerings based on a monthly unit price as seen in the table below.

Service Offering	Monthly Unit Price
Managed Workstation with Remote Support	\$69.08
Managed Workstation with On-Site Support	\$79.00
Email Services	\$10.75
Virtual Server (2 CPU / 4 GB RAM / 80 GB DISK)	\$145.00
Server Management	\$360.00
SAN Storage, per GB allocated, replicated storage	\$0.45
Avamar/DataDomain/DB Backup/Zerto, per source GB	\$0.44

- Expanded administrative shared services such as accounting, budgeting, procurement and human resources to state agencies based on individual agency need. This effort **produced a combined total savings of approximately \$458,950** for the following 10 agencies:
 - South Carolina Aeronautics Commission*
 - South Carolina Commission on Higher Education*
 - South Carolina Confederate Relic Room and Military Museum*
 - South Carolina Worker’s Compensation Commission*
 - Governor’s Executive Control of State*
 - Governor’s Mansion and Grounds*
 - South Carolina Commission on Minority Affairs*
 - South Carolina Public Service Commission*
 - South Carolina Department of Children’s Advocacy*
 - South Carolina Department of Veterans’ Affairs*

Establish Benchmarking Processes — Admin promoted transparency and accountability by establishing benchmark processes in FY 2018-19 to more effectively manage the state’s resources. To achieve this, Admin:

- Partnered with Gartner to begin benchmarking the state’s IT expenses to compare those expenses and rates against industry rates for like services. The ongoing process, which includes baselining Division of Technology Operations (DTO) costs with government and commercial sector peers, involves examining three core services to adjust rates accordingly for Admin’s customers. The study’s completion is expected during the first half of FY 2019-20.
- Collaborated with an auditing firm to benchmark the state’s current rate structure for electricity based on available rate structures. The process identified the potential for the state to **save up to \$30,000 annually** through utilizing a different rate structure for its current electricity usage rates and demand-side management. Plans are being developed for adoption of the new rate structure during FY 2019-20. Benchmarking will also continue with an examination of how to further manage the state’s demand to achieve additional savings and an examination of water and sewage rates.
- Completed Phase 3 of standardizing rental rates paid by state agencies in Admin controlled facilities and communicated changes to tenants and stakeholders.
- Developed a Transportation Cost Model this year and conducted meetings with agencies to review fleet data and annual transportation expenditures. The data was provided to encourage agencies to achieve greater efficiencies and cost savings while providing their employees with the appropriate transportation options. To

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better identify saving opportunities, State Fleet also worked the State Fiscal Accountability Authority’s (SFAA) Materials Management Office (MMO) to develop a qualified products list, and conducted a pilot program to determine the capabilities and functionality of various fleet telematics products, which help track vehicle operational and maintenance data. A draft solicitation for a statewide contract was completed and submitted to MMO with the intent to have a contract(s) in place in the next fiscal year. State Fleet plans to install telematics devices on all of its Lease Fleet vehicles in FY 2019-20.

Improve Service Delivery Standards — To streamline IT service delivery methods through implementing or improving agency applications, Admin:

- Addressed state agencies’ long-standing desire to use automation to input IT service and incident requests and track the progress through the creation and implementation of the ServiceNow Self-Service capability. Previous ticketing systems simply did not support that functionality. Through automation, the system now allows agencies to submit new IT requests online through a simple interface, report any IT issue without having to call or email the DTO service desk, check the status of any open tickets across the agency, view the history of any ticket, download information related to past agency incidents, see announcements about major incidents and outages while they are in progress, and use quick links to reset passwords. Admin piloted the system with five agencies during FY 2019–20.
- Developed the IT Data Collection and Planning System. This web-based tool, which replaced the previous spreadsheet-based system, allows agencies to quickly and securely enter information as part of the annual IT Data Collection effort. In 2019, the Project Management Office (PMO) implemented 19 system enhancements designed to further streamline the process. These enhancements, the result of agency feedback gathered through the PMO, include a simplified user interface, the addition of data copying features and the introduction of new fields to aid in post-collection data analysis. Discussions regarding future enhancements are underway and are designed to help ensure the continuous improvement. In support of the current IT Data Collection effort, a 114-page training guide was produced and used to train 107 agency participants in the use of the tool. **Agencies submitted 330 IT Planning Applications with a value of \$185 million. In addition, 44 IT-related New Budget Requests, with a value of over \$131 million, were submitted and reviewed as part of the IT Data Collection effort.**

Enhance Training — Focused on improving internal and external training during FY 2109-20, Admin:

- Identified internal and external/statewide training delivered by all divisions of Admin to develop a training portfolio.
- Coordinated onsite security training courses for IT and Information Security (InfoSec) professionals which covered Cloud Security, Ethical Hacking and Incident Response, Security Control Compliance, and InfoSec Leadership. Upon successful course completion, all 105 participants were provided with a voucher for the respective certification exam. Of the 105 taking part, 89 were unique participants while 16 participants attended more than one course. Training course attendees represented 40 different state agencies.
- Provided relevant training and initiated training plans for staff in the Foster Care Review Board, Guardian ad Litem and Continuum of Care programs to assist in the performance of their duties and responsibilities, prior to their transfer to the South Carolina Department of Children’s Advocacy.
- Developed a statewide training course for employees with 1-5 years of state experience to begin to establish a leadership path.
 - Utilized a focus group, which consisted of several agency trainers, to develop a statewide training course that will provide emerging leaders in state government with the knowledge and skills needed to be successful in their careers. The course will cover state government functions, strategic thinking and government processes. The focus group also began identifying instructors and developed a storyboarding process for all eLearning modules. A course pilot will be deployed in the fall of FY20.
- Studied classifications for three occupational groups and implement recommended changes to classifications.

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- Identified and studied the legal, engineering and trades occupational groups. Admin completed the legal occupational group and engineering group studies, and made all necessary updates to SCEIS, NeoGov and the State Human Resources website. Admin also announced the changes to agencies through a memo. Draft changes to the trades classifications are complete and all necessary updates to SCEIS, NeoGov and the State Human Resources website have been approved. The proposed changes were sent to the workgroup of agencies for feedback and upon approval will be communicated to agencies via memo.

The following provides details about other collaborative and standardization efforts, along with information about the accomplishments of all Admin divisions.

The Statewide Strategic Information Technology Plan, Technology Operations, Information Security and Privacy —

A major accomplishment in FY 2018–19 was the updating and release of the Statewide Strategic Information Technology Plan and communication of the original plan’s successes. Admin developed and deployed the following marketing materials to better familiarize IT Shared Services customers with the updated IT Strategic Plan and the successes experienced by various agencies. To communicate, Admin:

- Delivered a spiral bound book of the strategic plan to every state agency director and information technology director.
- Created a high-level overview document of the newly updated plan that provided a snapshot of what the state has accomplished and goals for the next two years.
- Established a specially branded section in the IT Shared Services Quarterly Update to clearly communicate important information related to the plan and shared services.
- Produced a seven-minute video showcasing how IT Shared Services have helped the South Carolina Department of Public Safety provide more reliant and efficient email access for all troopers while in the field, which allows them to share warrants and other information quickly with headquarters and other troopers. The video also highlighted how the South Carolina Department of Consumer Affairs was able to utilize Admin’s services to secure a contract for an application that allowed them to cut down the business applications process from 60 to 30 days.
- Provided presentations on the plan to governance groups, at IT-specific conferences and for each agency head leadership meeting.

To improve the security of the state’s technology systems and business processes to protect citizens’ data, the Office of Technology and Information Services (OTIS):

- Developed a Statewide IT Security Assessment Program.
 - In coordination with vendor partners and with two pilot agencies (Admin and the Department of Aging), Admin created a framework agnostic Information Security Audit and Assessment Approach and Procedure Guide. This guide has been crafted to be readily consumable across agencies of varying size, capability and mission requirements. To vet the processes developed through this effort, DIS successfully piloted the procedural components of the guide to ensure all components of the process were tested and verified within both large and small agency technology environments. The lessons learned are currently being integrated to Phase II of this effort for finalization in FY 2019-20.
 - In coordination with vendor partners and subject area experts, Admin evaluated current industry standard information security frameworks as part of an effort to ensure framework alignment to the needs of the state InfoSec program. This effort culminated in a recommendation to transition from the current framework, “SCDIS-200 Information Security and Privacy Standards,” to a non-state proprietary framework. Evaluation criteria and project resource material supporting this recommendation have been published to a state managed collaboration platform. The framework recommendation is under review by information security leaders across multiple sectors. The resulting feedback will be essential to finalizing the state’s InfoSec framework recommendation for presentation to statewide governance in FY 2019-20 for adoption and implementation planning.

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- Improved statewide IT security services and data classification. The effort:
 - Expanded the Security Operations Center’s (SOC) system monitoring levels across target agencies, resulting in 16 cabinet and 21 non-cabinet state agencies being monitored at a level of two or higher. This monitoring expansion enhances the state’s ability to detect and respond to potential threats to state systems and data.
 - Evaluated industry leading Privileged Access Management (PAM) solutions, to enhance security within state managed information technology. This evaluation was supported by the expertise drawn from the DTO Shared Services Team and the South Carolina Department of Health and Human Services (DHHS). The teams evaluated and piloted PAM technology in test environments to develop recommendations for the potential integration of solutions into current and future statewide infrastructure support strategy. These recommendations were presented to the OTIS leadership team to review and develop an implementation planning effort in FY 2019-20.
 - Developed two data classification training videos to help agencies better understand how to classify their data according to sensitivity levels. One video provides an overview of data classification for the general workforce. The second more detailed video is for persons responsible for completion of data inventory and classification on behalf of the agency.
 - Initiated deployment of a centrally managed web-based Privacy Assessment Tool (PAT), which replaced a paper-based assessment previously used to help evaluate an agency’s data flow across business processes. The PAT tool provides role-based access controls, the ability to create an automated workflow, the ability to upload supporting documents, and the ability to document and track findings and mitigation plans. Admin completed PAT deployment and training for 18 agencies. Roll out to additional agencies will continue in FY 2019-20.

Program Management — This year, the Division of Program Management (DPM) developed and implemented the Project Portfolio Management (PPM) tool to meet the needs of three of Admin’s divisions. The PPM tool provides a formal framework for tracking, managing, and reporting against Admin’s project portfolio, balancing resource capacity against project demands, and linking plans and resources to project execution. In addition, PPM enforces project standards and ensures consistency across divisions. It collects and provides key data elements to support multiple views for reporting of information and metrics via dashboards for awareness and decision making related to portfolio state and health. To date, 98 projects/work efforts have been entered into the PPM tool and 27 projects/work efforts have been completed. Phase 2 will occur in FY 2019-20 and will incorporate the other Admin divisions.

Admin’s Agency Management Relationship (ARM) Board and DTO undertook a build-out of the next generation approach for expanding service level capabilities. The ARM team visited with agency customers and identified priorities for service level reporting. The initial effort is being applied to the availability of key services and to the time required to resolve critical incidents among agencies identified as “early adopters.” Future services have been identified for expansion. Dashboard mockups have been created to accompany the revised service level agreements used in the baseline. Early adopters include the South Carolina Department of Juvenile Justice, the Office of Regulatory Staff, the South Carolina Department of Probation, Parole, and Pardon Services, and the South Carolina Workers’ Compensation Commission.

Admin pursued the goal of developing new information technology and information security architectural standards through the state’s established information technology governance group for standards, the Security and Architecture Review Board (SARB) this year. This multi-agency group, led by Admin’s DTO, collaboratively develops technology and security standards which apply to all state agencies. This group:

- Adopted the state-wide electronic mail (email) standard through the full IT governance process. The standard provides agencies with a single cloud-based architecture designed to improve security, eliminate redundant infrastructure and optimize system efficiency.
- Developed a draft of the Technical Configuration Standards Guide. This guide defines the baseline configuration standards for state information technology systems such as servers, network, end-user computers and other

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infrastructure components. The draft guide is currently being reviewed by information security leaders across multiple sectors to ensure its alignment with state agency expectations and adherence to information security guidance and resources.

Communications — Admin Communications developed marketing methods and materials to clearly communicate Admin’s mission and strategic plan to all agency employees. The marketing methods and materials included a high-level goal overview desk tent provided to all employees, foam-board posters with high-level goal overviews displayed in the main offices of each division, a new Strategic Goals tab displayed on the intranet, and articles in the agency newsletter highlighted projects associated with the strategic plan.

Admin Communications launched the state's first-ever careers website and statewide recruitment branding, utilizing a statewide media strategy that included hosting a state careers job fair on WIS-TV. More than 400 people called into the four-hour job fair phone bank — a record for the TV station. From careers.sc.gov's September launch through June 21, 2019, 227,422 people visited the website. The Admin Communications team created and deployed SC Careers social media pages (Twitter and Facebook) and recruited and trained 24 content contributors from 22 state agencies to help supply recruitment-related content to share through the social media pages.

State Human Resources — Admin’s Division of State Human Resources (DSHR) focused on statewide recruitment and retention of employees to help job seekers understand the importance of serving citizens through state jobs and the benefits of building a career in state government.

DSHR conducted a statewide NeoGov training for 68 state agencies. During the five classes offered, 98 state employees learned how to use the newly updated state human resources recruitment portal, which is linked to careers.sc.gov. Admin also began development of an online version of the NeoGov recruitment training, which will be deployed during the first quarter of FY 2019-20.

DSHR updated the state’s Internship Toolkit to include internship success stories and made it available on Admin’s website. The Internship Toolkit was rolled out to agencies during the May 2019 Human Resources Advisory Meeting. Representatives from the University of South Carolina attended to discuss internship partnership opportunities. Representatives from three state agencies — the South Carolina Department of Natural Resources (DNR), the South Carolina Department of Corrections (DOC), and the South Carolina Department of Transportation (DOT) — attended the Agency Leadership Meeting in June 2019 to discuss their agency’s internship programs and provide guidance to agencies interested in implementing or improving an internship program. DSHR also partnered with the South Carolina Department of Health and Environmental Control (DHEC), DOT and DSS to analyze the current internship process and suggest opportunities for improvement. Best practices were identified, and additional supporting documents were created for incorporation into the next toolkit update.

To promote consistence and accuracy, standards for human resources inputs were identified, developed and implemented into SCEIS. These standards, which will improve the consistency of data across state government and provide agencies' leadership with access to key data including, but not limited to, emergency contact information for employees, were communicated to agencies through a memorandum. DSHR gave a presentation and update on 2019 Human Resources Standards at both the October 2018 and January 2019 Human Resource Advisory Meetings. A SCEIS report was created to assist agencies in determining what information needs to be updated to comply with new standards. Instructions to run this report were provided to agencies. The new human resources inputs took effect June 30, 2019.

DSHR sought to measure customer satisfaction this year by developing and delivering an annual satisfaction survey to the human resources departments of all state agencies. Thirty-three agencies responded and provided overwhelmingly positive reviews with staff receiving high marks for knowledge and responsiveness. One suggested improvement was updating the DSHR website. This is being addressed through revisions to Admin’s website.

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To better assist the agencies to which we provide administrative services, Admin implemented a reorganization of its internal human resources department. During the next fiscal year, the reorganization will help Admin better identify the highest areas of turnover and develop recruitment plans to mitigate them. To ensure success with this effort, Admin’s human resources team has partnered with DSHR to deploy innovative new recruitment techniques.

Facilities Management and Property Services — The Division of Facilities Management and Property Services (FMPS) focused on workforce recruitment for Facilities Management positions by participating in three job fairs. Facilities Management hired employees through these job fairs and identified the need to create trade classifications that will be more effective as the state moves forward to fill specific workforce vacancies.

In an effort to efforts equip employees to perform their jobs and foster innovation and retention methods, FMPS created a "Mentoring Apprenticeship and Trades Certification Program" to provide a career path based on skill development validated through on the job performance and credentialing as a Journeyman or Master of the Trade for HVAC technicians, plumbers and electricians. Three Facilities Management employees participated in the first year of the program. Two are seeking Journeyman designations in HVAC and one is seeking a Master designation in plumbing, with scheduled completion by the end of FY 2019-20.

FMPS administered and analyzed customer satisfaction surveys for the Facilities Management division. Almost 40 survey responses were received and indicated a high level of general satisfaction. The primary feedback of the surveys was work order follow-up. New close-out procedures are being implemented that include following up with the customer within one week of service to ensure they are satisfied with the outcome. Additionally, customer service standards were established based on five key performance indicators — tracking service-level agreement adherence, average time to complete a work order, total number of work orders, number of reactive work orders by asset, and time dedicated to reactive versus preventive maintenance. Program support staff now track performance indicators and data will be analyzed over the next year to improve customer service delivery.

State Agencies Support Services — This year, Admin’s Division of State Agencies Support Services (DSASS) deployed a Surplus Property customer service survey. Based on the feedback, several projects were established to improve the appearance and accessibility of the surplus property facilities. A second survey was conducted to measure the level of progress made since the initial survey. The results indicated that there is a high level of satisfaction with the staff and the level of service being provided.

The South Carolina Enterprise Information System — The South Carolina Enterprise Information System (SCEIS) undertook a major systemwide update this year through the implementation of SCEIS Central. SCEIS Central provides the same functions as the previous version, MySCLearning. However, it offers simpler processes and a modern, user-friendly interface. This overhaul, necessary for the state to fully migrate to the enterprise system’s updated infrastructure, ensures users have a more intuitive experience when conducting transactions or entering worktime and leave.

Administrative Services — The Office of Administrative Services continued to develop shared services for all agencies’ administrative functions to include accounts payable. (Page A-4 of this report indicates which agencies Admin provides administrative shared services to.) Service delivery standards and master service agreements for administrative services were also established this year. Service delivery standards for administrative shared services are addressed with the requesting agency via the initial analysis of the agency’s work and the development of a memorandum of agreement.

South Carolina Disaster Recovery Office — Executive Order 2018-59 transferred the South Carolina Disaster Recovery Office (DRO) from the South Carolina Department of Commerce to Admin. This 55-employee agency successfully transferred all aspects of management, operations, facilities, IT infrastructure, and employees to Admin within 120

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days. Upon transfer of a significant Housing and Urban Development (HUD) Infrastructure Mitigation Watershed Study and in preparation to receive a \$157 million HUD CDBG-DR Mitigation Grant, Admin held 12 intensive, outreach Hazard Mitigation Plan Input Meetings in the Pee Dee and Santee Watersheds. As a result, Admin received over 180 projects for consideration from 17 respective counties for potential project funding. Admin also developed partnerships with state agencies, such as the South Carolina Department of Natural Resources (DNR), to work together to prioritize the most effective projects to address.

Additionally, DRO oversaw the expenditure of \$26,756,480 (of a \$126 million grant) for the 2015 Storm and \$28,989,562 (of a \$95 million grant) for Hurricane Matthew ensuring that both programs were on track with the U.S. Department of Housing and Urban Development’s required grant closure pace, making South Carolina one of the few states in the nation that on pace to close their grants out in the required time period. DRO also appealed and was awarded a \$3.8 million FEMA Disaster Case Management Grant for the 2018 Hurricane Florence.

Executive Budget Office and Capital Planning — To establish, improve and monitored statewide administrative and performance reporting, the Executive Budget Office (EBO):

- Completed the business requirement documentation process for the state's new operating budget development and reporting system.
- Developed a high-level conceptual framework for a new capital budgeting and reporting system that will replace the existing State Permanent Improvement Project Reporting System (SPIRS). The first phase will include the automation of the state’s Comprehensive Permanent Improvement Plan (CPIP) process, which will serve as the basis for future phases such as project initiation and administration and reporting. EBO is currently collaborating with Joint Bond Review Committee (JBRC) staff to obtain JBRC's reporting needs and pursue opportunities to automate their agenda preparation process. Technical requirements of all parties are expected to be documented during the next fiscal year.
- Optimized opportunities for utilizing SCEIS to record capital project budgets and expenditures. These include standardizing the higher education expenditure reporting process and improving the monthly SCEIS-to-SPIRS reconciliation process.

Office of Executive Policy and Programs — The Office of Executive Policy and Programs (OEPP) provides a wide variety of essential services to the state’s citizens. Admin successfully transitioned the following programs to the new South Carolina Department of Children’s Advocacy: the Foster Care Review Board, the Cass Elias McCarter Guardian ad Litem Program, and the Continuum of Care for Emotionally Disturbed. The Children's Case Resolution System was repealed. In FY 2019–20, the South Carolina Developmental Disabilities Council program will transfer from Admin to an agency deemed more mission appropriate by Governor McMaster.

Once again, the General Assembly concurred with Admin’s recommendation that some components of OEPP, based on their missions, be placed with agencies with more similar missions and functions and moved several programs within this division based on statutory changes. As a result of Act 26 of 2019, the Division of Veterans’ Affairs transferred from Admin to the new South Carolina Department Veterans’ Affairs within the executive branch. This new department will be led by the Secretary of the Department Veterans’ Affairs.

Voting Machines— Act 98 of 2019 charged Admin with coordinating an unbiased process (vendor and system neutral) to evaluate and score proposals for voting system solutions received as the result of a Request for Proposal (RFP) issued by SFAA, on behalf of the State Election Commission. Admin procured the Freeman, Craft, McGregor Group, a national voting systems consulting firm, to assist in the process. The state received proposals from all vendors that were certified by federal and state law to provide voting systems to the state of South Carolina. Each written proposal, to include both ballot marking as well as hand marked systems, was evaluated by the State Election Commissioners and each vendor provided an in-person demonstration of the systems that they proposed. The contract was awarded June 3, 2019.

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Looking Ahead — Moving forward through the new fiscal year, collaboration remains Admin’s top priority to provide exceptional services to our customers, enhance security and build trust. Admin will continue to innovate to increase agency effectiveness and to achieve cost-efficiencies. Some of these efforts include:

- Executing the process to solicit strategic proposals for Santee Cooper according to the Public Service Authority Joint Resolution (Act 95 of 2019).
- Helping agencies improve recruitment and retention of state employees.
- Continuing to enhance the security of the state’s technology systems to protect citizens’ data.
- Conducting cost-benefit analyses of shared services.

To accomplish Admin’s many goals, the agency will strive to improve recruitment and provide more impactful training to further develop employees during the next fiscal year.

RISK ASSESSMENT AND MITIGATION STRATEGIES

As advancement of the many statewide initiatives Admin leads is dependent on the cooperation and input of other agencies, Admin will continue to foster partnerships through the regular engagement of agency partners. While legislation helps mitigate the risk of non-compliance from other agencies, the ability to collaborate fosters communication, feedback and expands the pool of innovation. It also helps build support from the inception of a project or effort.

Admin is committed to improving the effectiveness of state government and remains willing to identify and recognize new ideas and opportunities that will ultimately benefit the citizens of South Carolina.

Agency Name:	DEPARTMENT OF ADMINISTRATION					Fiscal Year 2018-2019						
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Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2018-19			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
Education, Training, and Human Development	G	1			Recruit, develop, and support employees to be empowered to serve the state's customers.							
	S		1.1		Establish, maintain, and continue to improve innovative and competitive recruitment efforts.							
	M			1.1.1	Launch statewide recruitment brand and website and develop and execute phase 2 of the Statewide Recruitment Initiative by January 2019.	7/1/2018	1/1/2019	Complete	July 1 - June 30	DPM – Communications / DSHR	Timeliness	Continuous improvement in the administration of government services
	M			1.1.2	Develop statewide training materials (instructor led and on-line) for the updated NeoGov recruitment module and NeoGov functionality by February 28, 2019.	7/1/2018	2/28/19	In Process	July 1 - June 30	DPM – Training/DSHR	Timeliness	Direct service output from organizational customer-focused delivery models and applications in key area(s)
	M			1.1.3	Develop and rollout toolkit for Rapid Hire Events by June 30, 2019.	7/1/2018	6/30/19	Complete	July 1 - June 30	DPM – Communications / DSHR	Timeliness	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders
	M			1.1.4	Complete internship toolkit & develop partnership opportunities for internships by May 1, 2019.	7/1/2018	5/1/2019	Complete	July 1 - June 30	DSHR	Timeliness	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders
	M			1.1.5	Identify areas of highest turnover in Admin and develop recruitment efforts tailored to recruit and retain employees in those areas by June 30, 2019.	7/1/2018	6/30/19	FY 2019-20	July 1 - June 30	Admin – HR	Timeliness	Continuous improvement in the administration of government services
	M			1.1.6	Work with Admin Human Resources and the SC Technical College System to recruit skilled employees by March 31, 2019.	7/1/2018	3/31/19	Complete	July 1 - June 30	FMPS	Timeliness	Continuous improvement in the administration of government services
	S		1.2		Equip employees to perform their job duties.							
	M			1.2.1	Develop marketing methods and materials to communicate Admin's mission and strategic plan to employees by October 2018.	7/1/2018	10/01/18	Complete	July 1 - June 30	DPM – Communications	Timeliness	Leadership and direct services outcome
	M			1.2.2	Develop and deploy enhancements to Admin Intranet by March 2019.	7/1/2018	03/01/19	Complete	July 1 - June 30	DPM – Communications	Timeliness	Leadership and direct services outcome
	M			1.2.3	Update and clean up language concerning Admin/B&CB in both the S.C. Code of Laws and the S.C. Code of Regulations by June 2019.	7/1/2018	6/1/2019	FY 2019-20	July 1 - June 30	DPM – Governmental Affairs	Timeliness	Continuous improvement in the administration of government services
	M			1.2.4	Identify all internal and external/statewide training delivered by all divisions of the Department of Admin and build a training portfolio by June 30, 2019.	7/1/2018	6/30/19	Q2 FY 2019-20	July 1 - June 30	DPM – Training	Timeliness	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders
	M			1.2.5	Update InfoSec professional development materials and create a workplan to meet individually with agencies by May 2019.	7/1/2018	5/1/2019	In Progress	July 1 - June 30	DPM – Training/OTIS	Timeliness	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders
	M			1.2.6	Develop training plan for internal audit staff that provides for continued growth in skills and knowledge at each position level by January 31, 2019.	7/1/2018	6/1/2019	Complete	July 1 - June 30	IAS	Timeliness	Continuous improvement in the administration of government services
	M			1.2.7	Provide relevant training and develop a training plan for staff to assist in performance of their duties and responsibilities by June 2019.	7/1/2018	6/1/2019	Complete	July 1 - June 30	OEPP/DSHR/DPM Communications	Timeliness	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders
	M			1.2.8	Review current procedures and determine where new procedures may be needed and implement for three programs by June 2019.	7/1/2018	6/1/2019	Complete	July 1 - June 30	OEPP	Timeliness	Continuous improvement in the administration of government services
	M			1.2.9	Provide customer service training for surplus property employees based on feedback obtained from customers by June 30, 2019.	7/1/2018	6/30/19	Complete	July 1 - June 30	DSASS/DPM Communications	Timeliness	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders
	M			1.2.10	Surplus Property Office staff will review, provide input, revise, and map all business processes by March 31, 2019.	7/1/2018	3/31/19	Complete	July 1 - June 30	DSASS	Timeliness	Continuous improvement in the administration of government services
	M			1.2.11	Develop Quarterly Newsletter for HR professionals and agency leadership by April 5, 2019.	7/1/2018	4/5/2019	Complete	July 1 - June 30	DSHR	Timeliness	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders
	M			1.2.12	Develop Annual HR Dashboard for Agency Heads & HR Directors by June 30, 2019.	7/1/2018	6/30/19	Q2 FY 2019-20	July 1 - June 30	DSHR/OAS/SCEIS	Timeliness	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders
	M			1.2.13	Develop a comprehensive supervisor training program tailored to Admin divisions (Admin HR) by June 30, 2019.	7/1/2018	6/30/19	FY 2019-20	July 1 - June 30	Admin – HR	Timeliness	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders
	M			1.2.14	Develop and implement a comprehensive New Employee Orientation program by June 2019.	7/1/2018	6/1/2019	FY 2019-20	July 1 - June 30	Admin – HR, all divisions/DPM/OTIS	Timeliness	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders

Agency Name:		DEPARTMENT OF ADMINISTRATION						Fiscal Year 2018-2019					
Agency Code:		D500		Section:		93		Accountability Report					
Strategic Planning and Performance Measurement Template													
Statewide Enterprise Strategic Objective	Type	Item #			Description	2018-19			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure	
		Goal	Strategy	Measure		Base	Target	Actual					
	M			1.2.15	Develop a comprehensive records management program for all divisions of Admin by June 30, 2019.	7/1/2018	6/30/19	Complete	July 1 - June 30	Admin – HR; SC Archives and History	Timeliness	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders	
	M			1.2.16	Conduct statewide information security and privacy training by June 2019.	7/1/2018	6/1/2019	Complete	July 1 - June 30	DIS/EPO/DPM	Timeliness	Continuous improvement in the administration of security and privacy of state systems	
	M			1.2.17	Develop a training, mentoring and certification program to promote skill development and create career paths for facilities management employees by December 31, 2018.	7/1/2018	12/31/2018	Complete	July 1 - June 30	FMPS	Timeliness	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders	
	S			1.3	Foster innovation in retention methods.								
	M			1.3.1	Study classifications for 3 occupational groups and implement recommended changes to classifications by June 30, 2019.	7/1/2018	6/30/19	FY 2019-20	July 1 - June 30	DSHR	Timeliness	Direct service outcomes and organizational alignment	
	M			1.3.2	Develop a performance-based pay plan to retain employees by June 30, 2019.	7/1/2018	6/30/19	FY 2019-20	July 1 - June 30	Admin – HR	Timeliness	Positive, direct outcomes from strategy driven decisions, continuous improvement, and demonstrated success rate(s)	
	M			1.3.3	Assess and improve employee engagement by April 15, 2019.	7/1/2018	3/15/19	Complete	July 1 - June 30	FMPS	Timeliness	Continuous improvement in the administration of government products, services, and delivery methods	
	S			1.4	Foster an environment where employees understand performance expectations, success criteria, and are accountable for their performance.								
	M			1.4.1	Track progress and ensure total transfer of OEPP programs to the Office of the Child Advocate by June 30, 2019.	7/1/2018	6/30/19	Complete	July 1 - June 30	DPM – Governmental Affairs	Timeliness	Continuous improvement in the administration of government services	
	M			1.4.2	Establish core competencies for internal audit staff that defines the knowledge, skills, and performance expectations required at each position level to serve Admin by January 31, 2019.	7/1/2018	1/31/19	Complete	July 1 - June 30	IAS	Timeliness	Continuous improvement of resources management, analysis, policy, standards, and/or procedures in key area(s)	
	M			1.4.3	Establish core competencies for internal audit staff that defines the knowledge, skills, and performance expectations required at each position level to serve Admin by January 31, 2019.	7/1/2018	1/31/19	FY 2019-20	July 1 - June 30	IAS	Timeliness	Continuous improvement of resources management, analysis, policy, standards, and/or procedures in key area(s)	
	M			1.4.4	Improve the statewide EPMS Process by June 2019.	7/1/2018	6/1/2019	In Process	July 1 - June 30	DSHR	Timeliness	Continuous improvement in the administration of government services and procedures in key area(s)	
	M			1.4.5	Increase management understanding of employee job duties by March 1, 2019.	7/1/2018	3/1/19	Complete	July 1 - June 30	FMPS	Timeliness	Continuous improvement in the administration of government services and procedures in key area(s)	
Government and Citizens	G			2	Collaborate with agencies to promote and implement an enterprise approach to state government services.								
	S			2.1	Expand shared services available to agencies.								
	M			2.1.1	Research solutions and develop a shared services mechanism for digital media communications needs by February 1, 2019.	7/1/2018	2/1/19	Complete	July 1 - June 30	DPM – Communications	Timeliness	Direct service outcomes and organizational alignment	
	M			2.1.2	Research methods and implement new avenues to enhance the communication efforts and level of engagement with all audiences in sharing the updates and successes of the Statewide IT Strategic Plan by December 31, 2018.	7/1/2018	12/31/18	Complete	July 1 - June 30	DPM – Communications / PMO	Timeliness	Direct efficiencies achieved by collaboration on statewide services	
	M			2.1.3	Improve utilization of the Internet Quorum application within Admin by June 30, 2019.	7/1/2018	6/30/19	In Process	July 1 - June 30	DPM – Governmental Affairs	Timeliness	Direct efficiencies achieved by collaboration on statewide services	
	M			2.1.4	Further develop outreach efforts and materials to expand the use of services and programs offered by the agency by June 30, 2019.	7/1/2018	6/30/19	Complete	July 1 - June 30	DSASS	Timeliness	Improved, direct service outcome for the customer	
	M			2.1.5	Upgrade to the FleetWave 2 system and implement transition plan for agencies utilizing legacy systems or in-house systems by June 30, 2019.	7/1/2018	6/30/19	Q1 FY 2019-20	July 1 - June 30	DSASS/OAS/SCEIS	Timeliness	Direct services outcomes and organizational alignment	
	M			2.1.6	Expand administrative shared services function for at least three agencies that receive less than \$20 million in total appropriations by June 30, 2019.	7/1/2018	6/30/19	Complete	July 1 - June 30	OAS	Timeliness	Direct efficiencies achieved by collaboration on statewide services	
	M			2.1.7	Deploy statewide disaster recovery solution; migrate 15 agency critical applications to the statewide DR solution.	7/1/2018	15.00	Complete	July 1 - June 30	DTO	Quantitative	Direct efficiencies achieved by collaboration on statewide services	
	M			2.1.8	Continue to migrate state agencies to shared services; migrate 4 agencies' compute and storage services.	7/1/2018	4.00	Complete	July 1 - June 30	OTIS	Quantitative	Direct efficiencies achieved by collaboration on statewide services	
	S			2.2	Expand the number of shared contracts and promote the use of the contracts with agencies.								

Agency Name:	DEPARTMENT OF ADMINISTRATION						Fiscal Year 2018-2019					
Agency Code:	D500		Section:		93		Accountability Report					
Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2018-19			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	M			2.2.1	Identify new shared contract opportunities for statewide IT, Information Security and Privacy (according 2.2 of to the Statewide Strategic IT Plan); work with state agencies to identify 2 offerings shared contract opportunities.	7/1/2018	2.00	Complete	July 1 - June 30	OTIS	Quantitative	Direct efficiencies achieved by collaboration on statewide services
	M			2.2.2	Finalize consolidated negotiations for agency pest control contracts by December 31, 2018.	7/1/2018	12/31/18	Complete	July 1 - June 30	FMPS	Timeliness	Continuous improvement in the administration of government services
	M			2.2.3	Identify one maintenance and operations area for consolidated contracting through analysis of real estate chart of accounts expenditures and the Real Estate Governance Group by March 31, 2019.	7/1/2018	3/31/19	FY 2019-20	July 1 - June 30	FMPS	Timeliness	Direct efficiencies achieved by collaboration on statewide services
	S			2.3	Establish and monitor compliance with standards.							
	M			2.3.1	Collaborate with Security and Architecture Review Board to ensure IT purchases are in line with established technology standards by June 28, 2019.	7/1/2018	6/28/19	Complete	July 1 - June 30	DPM/PMO	Timeliness	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders
	M			2.3.2	Establish Admin risk management policy that defines Admin's risk management guidelines and governance in accordance with risk management principles and frameworks by June 30, 2019.	7/1/2018	6/30/19	Reassessed in Q2 FY 2018-19 based on need	July 1 - June 30	IAS	Timeliness	Continuous improvement in the administration of government services
	M			2.3.3	Establish Internal Audit Services Processes to provide tactical guidance to internal audit staff in completing internal audit engagements in accordance with auditing standards by January 31, 2019.	7/1/2018	12/31/19	Complete	July 1 - June 30	IAS	Timeliness	Continuous improvement in the administration of government services
	M			2.3.4	Develop new guidelines for the proper disposal of IT equipment, smartphones, etc. in preparation of transfer to state surplus by November 30, 2018.	7/1/2018	6/30/19	Complete	July 1 - June 30	DSASS/OTIS/GC	Timeliness	Direct efficiencies achieved by collaboration on statewide services
	M			2.3.5	Ensure Payment Card Industry (PCI) compliance for Admin and assist partner agencies with requirement to ensure statewide PCI compliance by June 30, 2019.	7/1/2018	6/30/19	Complete	July 1 - June 30	Admin - Finance	Timeliness	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders
	M			2.3.6	Develop and publish additional standards for email, network architecture, and information security configuration for Information Technology and Information Security (according to 2.3 of the Statewide Strategic IT Plan) by June 30, 2019.	7/1/2018	6/30/19	Complete	July 1 - June 30	OTIS	Timeliness	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders
	S			2.4	Provide governance for enterprise services.							
	M			2.4.1	Revise the federal surplus property program's "State Plan of Operation" document by June 30, 2019.	7/1/2018	6/30/19	FY 2019-20	July 1 - June 30	DSASS	Timeliness	Direct efficiencies achieved by collaboration on statewide services
	M			2.4.2	Develop and publish cloud services strategy (according to 2.1 of the Statewide Strategic IT Plan); publish the cloud strategy by June 30, 2019.	7/1/2018	6/30/19	Complete	July 1 - June 30	OTIS	Timeliness	Direct efficiencies achieved by collaboration on statewide services
	M			2.4.3	Establish a Real Estate Governance group for facilities operations and maintenance shared services by identifying agency members, establishing governance structure, and conducting three quarterly meetings.	7/1/2018	3.00	Complete	July 1 - June 30	FMPS	Quantitative	Direct service output from organizational customer-focused delivery models and applications in key area(s)
Government and Citizens	G			3	Provide a customer focus for all agency services and products by fostering customer service, continuous improvement, and innovation.							
	S			3.1	Establish, measure, monitor and improve service delivery standards.							
	M			3.1.1	Develop a workflow and automation for the Statements of Work and Master Agreements for IT Shared Services that interfaces with SAP by June 28, 2019.	7/1/2018	6/28/19	FY 2019-20	July 1 - June 30	DPM/PMO/SCEIS/OTIS /GC	Timeliness	Continuous improvement of resources management, analysis, policy, standards, and/or procedures in key area(s)
	M			3.1.2	Complete phase II of IT Planning and Data Collection Tool by June 2019.	7/1/2018	6/1/2019	Complete	July 1 - June 30	DPM/PMO	Timeliness	Optimization of data collection and process improvement of resource management
	M			3.1.3	Establish a measurement plan to capture feedback for internal and external training courses by April 1, 2019.	7/1/2018	4/1/2019	Complete	July 1 - June 30	DPM-Training	Timeliness	Optimization of data collection and process improvement of resource management
	M			3.1.4	Develop customer satisfaction survey form for obtaining feedback on completed internal audit engagements by October 31, 2018.	7/1/2018	10/31/18	Complete	July 1 - June 30	IAS/ DPM-Communications	Timeliness	Continuous improvement of resources management, analysis, policy, standards, and/or procedures in key area(s)
	M			3.1.5	Develop and implement a transition plan for agencies utilizing the SFM Lease Fleet Program to obtain ADA transport vehicles by December 31, 2018.	7/1/2018	12/31/18	Complete	July 1 - June 30	DSASS	Timeliness	Continuous improvement in the administration of government services

Agency Name:		DEPARTMENT OF ADMINISTRATION					Fiscal Year 2018-2019								
Agency Code:		D500		Section:			93		Accountability Report						
Strategic Planning and Performance Measurement Template															
Statewide Enterprise Strategic Objective	Type	Item #			Description	2018-19			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure			
		Goal	Strategy	Measure		Base	Target	Actual							
	M			3.1.6	Service Level Management: Implement Service Level Agreements for appropriate Service Request types (according to 3.1 and 3.2 of the Statewide Strategic IT Plan); establish first wave of 4-5 SLAs for Service Request types and incorporate into Service Level Reporting and SOWs where appropriate.	7/1/2018	4.00	Complete	July 1 - June 30	DTO/DPM	Quantitative	Positive, direct outcomes from strategy driven decisions, continuous improvement, and demonstrated success rate(s) achieved by customer and organizational collaboration			
	M			3.1.7	Create transparency reporting for agency consumption regarding service incidents and requests (according to 4.1 of the Statewide Strategic IT Plan); create at least one comprehensive dashboard for an appropriate agency customer.	7/1/2018	1.00	Complete	July 1 - June 30	DTO	Quantitative	Continuous improvement of resources management, analysis, policy, standards, and/or procedures in key area(s)			
	M			3.1.8	Improve FMPS service delivery standards by December 1, 2018.	7/1/2018	12/1/18	Complete	July 1 - June 30	FMPS	Timeliness	Continuous improvement of resources management, analysis, policy, standards, and/or procedures in key area(s)			
	M			3.1.9	Establish service delivery standards for Administrative Services and publish by January 20, 2019.	7/1/2018	1/20/19	In Process	July 1 - June 30	OAS/SCEIS/GC	Timeliness	Continuous improvement of resources management, analysis, policy, standards, and/or procedures in key area(s)			
	M			3.1.10	Develop a Master Service Agreement and associated customer service level for each customer using the established service delivery standard; develop the Master Agreement by January 1, 2019, and sample scopes of work and memorandum(s) of understanding for scope(s) of work by March 15, 2019.	7/1/2018	3/15/19	In Process	July 1 - June 30	OAS/SCEIS/GC	Timeliness	Continuous improvement of resources management, analysis, policy, standards, and/or procedures in key area(s)			
	S			3.2	Measure customer satisfaction.										
	M			3.2.1	Establish customer satisfaction metrics to monitor feedback received on completed internal audit engagements by November 30, 2018.	7/1/2018	11/30/18	Complete	July 1 - June 30	IAS/DPM-Communications	Timeliness	Continuous improvement in the satisfaction of government service administration			
	M			3.2.2	Develop and administer annual satisfaction survey for all HR Directors, survey to HR Directors by January 15, 2019, for completion by February 1, 2019. Publish summary of survey results at HR Advisory Meeting & through quarterly newsletter by April 30, 2019.	7/1/2018	43585.00	Complete	July 1 - June 30	DSHR	Timeliness	Continuous improvement in the satisfaction of government service administration			
	M			3.2.3	Develop customer satisfaction surveys for agency customers and conduct shared services customer satisfaction pilot with at least 5 agencies.	7/1/2018	5.00	Project realigned based on customer feedback	July 1 - June 30	OTIS/DPM	Quantitative	Continuous improvement in the satisfaction of government service administration			
	S			3.3	Establish a customer feedback loop to drive service improvements, new services, and innovation.										
	M			3.3.1	Develop an ARM/Agency pilot program that allows ARM personnel to become embedded on-site in their respective agencies by June 28, 2019.	7/1/2018	6/28/19	Complete	July 1 - June 30	DPM/PMO	Timeliness	Continuous improvement in the administration of government services			
	M			3.3.2	Solicit customer feedback of completed internal audit engagements through a customer satisfaction survey form by June 20, 2019.	7/1/2018	6/20/19	Complete	July 1 - June 30	IAS	Timeliness	Continuous improvement in the satisfaction of government service administration			
	M			3.3.3	Conduct formal agency collaboration sessions to cover IT, InfoSec and Privacy (according to 1.4 of the Statewide Strategic IT Plan) and hold biannual agency forum meetings.	7/1/2018	2.00	Complete	July 1 - June 30	OTIS/DPM	Quantitative	Direct efficiencies achieved by collaboration on statewide services			
	M			3.3.4	Create, administer, and analyze customer satisfaction surveys by June 30, 2019.	7/1/2018	6/30/19	Complete	July 1 - June 30	FMPS	Timeliness	Continuous improvement in the administration of government services and procedures in key area(s)			
	S			3.4	Continuously improve service delivery methods.										
	M			3.4.1	Collaborate with agency divisions to update Admin's website by June 30, 2019.	7/1/2018	6/30/19	FY 2019-20	July 1 - June 30	DPM - Communications	Timeliness	Continuous improvement in the administration of government services			
	M			3.4.2	Develop and implement physical improvements to surplus property facilities to improve the customer experience and increase sales by June 30, 2019.	7/1/2018	6/30/19	FY 2019-20	July 1 - June 30	DSASS	Timeliness	Continuous improvement of resources management, analysis, policy, standards, and/or procedures in key area(s)			
	M			3.4.3	Expand assistance provided by the Fleet Safety Program to additional agencies to promote best practices and manage related costs by June 30, 2019.	7/1/2018	6/30/19	Complete	July 1 - June 30	DSASS	Timeliness	Continuous improvement of resources management, analysis, policy, standards, and/or procedures in key area(s)			
	M			3.4.4	Document requirements for the acquisition/development of an application to be used by Surplus Property in the management of its inventory and sales by December 31, 2018.	7/1/2018	12/31/18	Q1 FY 2019-20	July 1 - June 30	Admin IT/DSASS	Timeliness	Continuous improvement in the administration of resource management in key area(s)			
	M			3.4.5	Configure and implement Phase 1 [components to include: leasing, plant maintenance, and financial functionality of real estate management] of the SCEIS/SAP Real Estate module by June 30, 2019.	7/1/2018	6/30/19	FY 2019-20	July 1 - June 30	SCEIS/FMPS	Timeliness	Continuous improvement in the administration of government products, services, and delivery methods			

Agency Name:	DEPARTMENT OF ADMINISTRATION					Fiscal Year 2018-2019						
Agency Code:	D500	Section:			93	Accountability Report						
Strategic Planning and Performance Measurement Template												
Statewide Enterprise Strategic Objective	Type	Item #			Description	2018-19			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	M			3.4.6	Following the improvement of the EPMS Process by DSHR (1.4.4), SCEIS will configure and implement SuccessFactors Performance Management functionality to be used by all state agencies, starting with implementing functionality within 5-7 agencies (approx. 10K – 15K users), by June 30, 2019.	7/1/2018	6/30/19	In Process	July 1 - June 30	SCEIS/DSHR	Timeliness	Continuous improvement in the administration of government products, services, and delivery methods
	M			3.4.7	Support the State Treasurers' Office in transition and retirement of legacy treasury functionality into SCEIS/SAP environment by June 30, 2019.	7/1/2018	6/30/19	In Process	July 1 - June 30	SCEIS	Timeliness	Improved, direct service outcome for the customer
	M			3.4.8	Support DHHS, DSS, and DOR on projects to move vendor/customer/client payments into SCEIS/SAP environment and retire legacy payment systems by June 30, 2019.	7/1/2018	6/30/19	In Process	July 1 - June 30	SCEIS	Timeliness	Direct service outcomes to customers based on continuous improvement of resource management and comprehensive analyses in key area(s)
	M			3.4.9	Complete the Enhancement Pack 8/Fiori implementation by December 31, 2018.	7/1/2018	12/31/18	Complete	July 1 - June 30	SCEIS/OTIS	Timeliness	Direct service outcomes to customers based on continuous improvement of resource management and comprehensive analyses in key area(s)
	M			3.4.10	Implement ServiceNow Self-Service (according to 3.2 of the Statewide Strategic IT Plan); implement self-service capabilities for at least 5 shared services customers.	7/1/2018	5.00	Complete	July 1 - June 30	DTO	Quantitative	Direct service outcomes to customers based on continuous improvement of resource management and comprehensive analyses in key area(s)
Government and Citizens	G	4			Promote transparency and accountability to more effectively manage the resources of the state.							
	S			4.1	Establish benchmarking processes and use the results to drive cost savings and efficiencies.							
	M			4.1.1	Develop a vehicle management cost model to evaluate fleet expenditures and assist agencies with achieving greater cost effectiveness by June 30, 2019.	7/1/2018	6/30/19	Complete	July 1 - June 30	DSASS	Timeliness	Cost savings and efficiencies
	M			4.1.2	Implement the use of fleet telematics to obtain data on fleet performance better manage assets and identify cost savings opportunities by June 30, 2019.	7/1/2018	6/30/19	FY 2019-20	July 1 - June 30	DSASS	Timeliness	Improved, direct service outcome for the customer
	M			4.1.3	Identify 2 services provided by DTO to benchmark against industry standards to understand alignment of costs, delivery and rates (in accordance with 4.1 of the Statewide Strategic IT Plan).	7/1/2018	2.00	Q2 FY 2019-20	July 1 - June 30	DTO/DPM	Quantitative	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders
	M			4.1.4	Establish utility benchmarks based on available rate structures and utilize results to determine potential cost savings by March 30, 2019.	7/1/2018	3/30/19	Complete	July 1 - June 30	FMPS	Timeliness	Cost savings and efficiencies
	S			4.2	Establish, improve, and monitor statewide administrative and performance reporting.							
	M			4.2.1	Deploy phase 1 of SC Performs (performance dashboard); publish portal/dashboard by January 2019.	7/1/2018	1/1/2019	FY 2019-20	July 1 - June 30	EBO/OAS/SCEIS	Timeliness	Optimization of data collection and process improvement of resource management for customers and stakeholders
	M			4.2.2	Document requirements with the Comptroller General for improving the state's transparency hub/financial dashboard by June 30, 2019.	7/1/2018	6/30/19	Complete	July 1 - June 30	EBO	Timeliness	Continuous improvement in the administration of government services
	M			4.2.3	Prepare annual DSHR Report on state employees by June 30, 2019.	7/1/2018	6/30/19	Q1 FY 2019-20	July 1 - June 30	DSHR/DPM -Communications	Timeliness	Continuous improvement in the administration of government services
	M			4.2.4	Enhance reporting capabilities for enterprise and agency-specific reports and dashboards by June 30, 2019.	7/1/2018	6/30/19	In Process	July 1 - June 30	OAS/SCEIS/SCEIM	Timeliness	Optimization of data collection and process improvement of resource management for customers and stakeholders
	S			4.3	Standardize data entered into SCEIS to promote consistence and accuracy.							
	M			4.3.1	Provide routine review of agency General Ledgers by coordinating extensively with SCEIS, Comptroller General's Office, and agencies by June 28, 2019.	7/1/2018	6/28/19	Complete	July 1 - June 30	DPM/SCEIS	Timeliness	Direct, effective efficiencies achieved by customer and organizational collaboration
	M			4.3.2	Create and publish a "Best Practices in State Budgeting" guide for state budget officers by June 30, 2019.	7/1/2018	6/30/19	Complete	July 1 - June 30	EBO	Timeliness	Continuous improvement in the administration of government services
	M			4.3.3	SCEIS staff and Division of State Human Resources staff will develop and implement standards for input of human resource related data into SCEIS by June 30, 2019.	7/1/2018	6/30/19	Complete	July 1 - June 30	DSHR	Timeliness	Continuous improvement in the administration of government products, services, and delivery methods
	M			4.3.4	Develop standards and guidelines for consistent entry of data in SCEIS pursuant to Proviso 117.145 by December 31, 2018.	7/1/2018	12/31/18	In Process	July 1 - June 30	SCEIS/OAS/DSHR/EBO	Timeliness	Continuous improvement in the administration of government services
	S			4.4	Improve financial systems to better report operating and capital budgets to stakeholders.							

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Statewide Enterprise Strategic Objective	Type	Item #			Description	2018-19			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	M			4.4.1	Develop and deploy a new operating budget development and reporting system by January 2019.	7/1/2018	1/1/19	In process - Project realignment	July 1 - June 30	EBO	Timeliness	Continuous improvement in the administration of government services
	M			4.4.2	Document requirements for a new capital budgeting and reporting system by June 30, 2019.	7/1/2018	6/30/19	FY 2019-20	July 1 - June 30	EBO	Timeliness	Continuous improvement in the administration of government services
	M			4.4.3	Once EBO requirements for a new capital budgeting and reporting system are established, SCEIS will work to retire SPIRS by establishing functionality in SCEIS to record, analyze, and report capital project budgets and expenditures.	7/1/2018	6/30/19	On hold	July 1 - June 30	SCEIS/Capital Budget/EBO	Timeliness	Continuous improvement in the administration of government services
	M			4.4.4	Partner with state funded colleges/universities and DSHR to transition HR data to SCEIS and retire legacy HRIS system; transition 2 institutions to SCEIS by December 31, 2018, and prepare to transition 3 additional institutions by June 30, 2019.	7/1/2018	6/30/19	In Process	July 1 - June 30	SCEIS/DSHR	Timeliness	Positive, direct outcomes the customers from strategy driven decisions, continuous improvement, and demonstrated success rate(s)
	S			4.5	Establish the capacity to establish, manage, monitor, and report on statewide and internal projects.							
	M			4.5.1	Implement phase 3 of OEPP recommendations report recommendations regarding appropriate placement of OEPP programs by June 30, 2019.	7/1/2018	6/30/19	Complete	July 1 - June 30	DPM – Project Oversight & Governmental Affairs	Timeliness	Continuous improvement in the administration of government services
	M			4.5.2	Develop and implement a standard Portfolio Management (PM) process; ensure three Admin divisions (OTIS, SCEIS, FMPS) have adopted the Portfolio Management process by June 28, 2019.	7/1/2018	6/28/19	Complete	July 1 - June 30	DPM – Project Oversight & Governmental Affairs	Timeliness	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders
	S			4.6	Establish and communicate transparent rate structures for agency services.							
	M			4.6.1	Retire DTO's existing billing system (CWOFF) with SCEIS/SAP functionality by June 30, 2019.	7/1/2018	6/30/19	Q2 FY 2019-20	July 1 - June 30	SCEIS/DTO	Timeliness	Continuous improvement in the administration of government services
	M			4.6.2	Develop rate structures for customers based on actual costs and expectations; propose a draft model with methodology by December 31, 2018.	7/1/2018	12/31/18	In Process	July 1 - June 30	Admin Services	Timeliness	Direct services outcomes and organizational alignment
	M			4.6.3	Publish all rates for IT Shared Services (according to 4.2 of the Statewide Strategic IT Plan); publish rates for at least 5 current DTO offered shared services.	7/1/2018	5.00	Complete	July 1 - June 30	DTO	Quantitative	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders
	M			4.6.4	Complete Phase 3 of standardizing rental rates paid by state agencies in Admin controlled facilities and communicate changes to tenants and stakeholder by December 2018.	7/1/2018	12/1/18	On hold - Project realignment	July 1 - June 30	FMPS	Timeliness	Direct service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders
	M			4.6.5	Finalize rate model for statewide building services and finalize rate structure by December 31, 2018.	7/1/2018	12/31/18	In Process	July 1 - June 30	FMPS	Timeliness	Continuous improvement in the administration of government services
Maintaining Safety, Integrity and Security	G		5		Improve the security of the state's technology systems and business processes to protect citizens' data.							
	S			5.1	Develop Statewide IT Security Assessment Program.							
	M			5.1.1	Develop InfoSec Framework Agnostic Audit and Assessment (according to 1.1 of the Statewide Strategic IT Plan); pilot the information security audit framework with Admin and one agency.	7/1/2018	2.00	Complete	July 1 - June 30	DIS/EPO	Quantitative	Continuous improvement in the administration of security and privacy of state systems
	M			5.1.2	Align State InfoSec Framework to Industry Standard Framework (according to 1.1 of the Statewide Strategic IT Plan); publish Draft revision of InfoSec Framework by June 28, 2019.	7/1/2018	6/28/19	Complete	July 1 - June 30	DIS/EPO	Timeliness	Continuous improvement in the administration of security and privacy of state systems
	S			5.2	Improve Statewide IT Security Incident and Disaster Preparedness.							
	M			5.2.1	Expand statewide level 2 monitoring (according to 1.1 of the Statewide Strategic IT Plan); cover at least 50% of state agencies with level 2 monitoring.	7/1/2018	50.00%	Complete	July 1 - June 30	DIS	Proportionality	Demonstration of percent success rate from organizational customer-focused delivery models and applications in key area(s)
	S			5.3	Improve Statewide IT Security Services and Data Classification.							
	M			5.3.1	Deploy a Statewide Multi-Factor authentication capability that can be leveraged as service to state agencies (according to 1.3 of the Statewide Strategic IT Plan); deploy the Multi-Factor authentication capability to SCEIS users (individual, nonstandard) with enhanced access and at least 3 agencies consuming DTO shared services.	7/1/2018	3.00	In Process	July 1 - June 30	OTIS	Timeliness	Positive, direct outcomes the customers from strategy driven decisions, continuous improvement, and demonstrated success rate(s)

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		Goal	Strategy	Measure		Base	Target	Actual							
	M			5.3.2	Identify and pilot Privileged Access Management (PAM) solution for deployment to support statewide consumption of PAM solution services (according to 1.3 of the Statewide Strategic IT Plan); pilot Privileged Access Management solution with at least 2 agencies.	7/1/2018	2.00	Complete	July 1 - June 30	DIS/DTO	Quantitative	Positive, direct outcomes the customers from strategy driven decisions, continuous improvement, and demonstrated success rate(s)			
	S			5.4	Improve Statewide IT Security Support.										
	M			5.4.1	Enhance security and operations of SCEIS through implementation of monitoring and security protocols, organizational alignment and operational best practices by June 30, 2019.	7/1/2018	6/30/19	Q3 FY 2019-20	July 1 - June 30	SCEIS/OTIS	Timeliness	Direct security service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders			
	M			5.4.2	Continue roll out of privacy assessment tool to agencies (according to 1.4 of the Statewide Strategic IT Plan); onboard at least 25% of targeted agencies onto the privacy assessment tool.	7/1/2018	25.00%	Complete	July 1 - June 30	EPO	Proportionality	Demonstration of percent success rate from organizational customer-focused delivery models and applications in key area(s)			
	M			5.4.3	Develop and complete a data classification training video available to all agencies (in accordance with 1.4 of the Statewide Strategic IT Plan) by June 30, 2019.	7/1/2018	6/30/19	In Process	July 1 - June 30	EPO	Timeliness	Direct security service output from continuous, organizational improvement of products, services, and delivery methods for customers and stakeholders			

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		Goal	Strategy	Measure		Base	Target	Actual				
Education, Training, and Human Development	G	1			Recruit, develop, and support employees to be empowered to serve the state's customers.							
	S		1.1		Help agencies improve recruitment and retention of state employees.							
	M			1.1.1	Study two occupational classifications and make changes to the specifications as needed.	7/1/2019	6/30/2020		July 1 - June 30	DSHR	Quantitative (2)	
	M			1.1.2	Study the executive compensation process and make recommendations for revisions by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DSHR	Timeliness	
	M			1.1.3	Develop additional internship resources for agency use in implementing and expanding internship programs. Increase support for internship recruitment by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DSHR	Timeliness	
	M			1.1.4	Conduct one forum focused on improving the consistency and quality of state government employee relations practices and policies.	7/1/2019	6/30/2020		July 1 - June 30	DSHR	Quantitative (1)	
	M			1.1.5	Utilize non-paid work experience programs such as Vet for Success and USC internship programs to recruit applicants interested in state government careers by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	OEPP	Timeliness	
	M			1.1.6	Utilize newly developed trades classifications and mentoring program to improve recruitment and retention by developing and implementing curriculum, testing and field verification for trades career paths by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	FMPS	Timeliness	
	M			1.1.7	Revise the state's employee performance management process by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DSHR	Timeliness	
	M			1.1.8	Review the state's classification and compensation system and make recommendations for a new structure and for new compensation packages by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DSHR	Timeliness	
	S		1.2		Enhance professional development across all state agencies.							
	M			1.2.1	Provide 100 seats for InfoSec and Privacy Training.	7/1/2019	6/30/2020		July 1 - June 30	OTIS	Quantitative (100)	
	M			1.2.2	Create two new online courses for SCEIS users: HRY500 (SCEIS Year-End Processes) and an Introduction to the Learning Management System.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Quantitative (2)	
	M			1.2.3	Complete and distribute the NEOGOV training online module by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
	M			1.2.4	Develop Lead SC Program curriculum for state employees, with one to five years of state government service, who are on the leadership path, by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
	M			1.2.5	Develop an updated security awareness training program by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
	M			1.2.6	Conduct a Needs Assessment for one division to determine training needed to bridge skills gaps.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Quantitative (1)	
	M			1.2.7	Collaborate with agencies to establish a training consortium to develop statewide training standards and policies by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
	M			1.2.8	Create learning paths in SCEIS to assist human resources professionals in utilizing the system's HR functions by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
	M			1.2.9	Make recommendations to the General Assembly concerning references to Admin/B&CB in both the S.C. Code of Laws and the S.C. Code of Regulations by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
	M			1.2.10	Produce and distribute legislative updates weekly and as needed to Admin's Division Directors.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
	M			1.2.11	Create training plans for Admin employees by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	

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		Goal	Strategy	Measure		Base	Target	Actual				
	S		1.3		Develop methods to help Admin more efficiently recruit, onboard, retain and train its employees.							
	M			1.3.1	Identify Admin's highest turnover areas and develop recruitment efforts tailored to recruit and retain employees for those areas by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	OAS/SCEIS	Timeliness	
	M			1.3.2	Develop a comprehensive supervisor training program tailored to Admin divisions by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	OAS/Admin HR	Timeliness	
	M			1.3.3	Develop and implement a comprehensive New Employee Orientation program by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	OAS /DPM Training	Timeliness	
	M			1.3.4	Develop and deploy, by Dec. 31, 2019, marketing methods to ensure Admin employees develop a high-level understanding of the agency' strategic plan.	7/1/2019	12/31/2020		July 1 - June 30	DPM/Comms	Timeliness	
	S		1.4		Foster innovative retention methods.							
	M			1.4.1	Establish the State Employee of the Year and associated awards by May 31, 2020.	7/1/2019	5/31/2019		July 1 - June 30	DPM/DSHR	Timeliness	
	M			1.4.2	Develop a performance-based pay plan to retain employees.	7/1/2019	6/30/2020		July 1 - June 30	OAS/Admin HR	Timeliness	
	M			1.4.3	Utilize the SC Careers initiative to expand the state's career branding and recruitment efforts by July 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
Government and Citizens	G	2			Collaborate with agencies to promote and implement an enterprise approach to state government services.							
	S		2.1		Increase partnerships with agencies to enhance agency collaboration and develop new and improve existing services and programs.							
	M			2.1.1	Research the feasibility of establishing small motor pools which utilize automated kiosks to provide agencies efficient access to short-term vehicle usage by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DSASS	Timeliness	
	M			2.1.2	Implement the upgrade of the FleetWave 2 management system by March 31, 2020.	7/1/2019	3/31/20		July 1 - March 3	DSASS	Timeliness	
	M			2.1.3	Revise State Plan of Operations document and distribute to eligible federal surplus property agencies by Dec. 31, 2019.	7/1/2019	12/31/19		July 1 - Dec. 31	DSASS	Timeliness	
	M			2.1.4	Continue developing partnerships and outreach efforts to promote programs and services to existing and potential DSASS customers by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DSASS	Timeliness	
	M			2.1.5	Research and develop options to comply with mandated fleet alternative fuel requirements (75 percent target for light-duty vehicles).	7/1/2019	0.75		July 1 - June 30	DSASS	Proportionality	
	M			2.1.6	Assist with the development of a committee to include representation from SMBCC, SFAA and agency procurement managers to identify methods to increase contracts given to minority businesses by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	OEPP	Timeliness	
	S		2.2		Promote collaboration between local, state, and federal government agencies and elected officials							
	M			2.2.1	Develop partnership with the South Carolina Department of Natural Resources for execution of the 2019 Mitigation grant.	7/1/2019	6/30/2020		July 1 - June 30	DRO	Timeliness	
	M			2.2.2	Grow partnerships with FEMA and the U.S. Department of Housing and Urban Development by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DRO	Timeliness	

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		Goal	Strategy	Measure		Base	Target	Actual				
	M			2.2.3	Expand partnership with the South Carolina Emergency Management Division by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DRO	Timeliness	
	M			2.2.4	Increase awareness of DRO project goals and outcomes with regular briefings for elected officials by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DRO	Timeliness	
	S			2.3	Provide agencies accurate, timely and cost-effective administrative shared services.							
	M			2.3.1	Expand administrative shared services to at least three additional agencies that receive less than \$20 million in total appropriations.	7/1/2019	6/30/2020		July 1 - June 30	OAS/SCEIS	Quantitative (3)	
	S			2.4	Ensure completion of required program certifications in a timely manner.							
	M			2.4.1	Document policy and develop process by June 30, 2020, to ensure SMBCC certifications are completed within 60 days.	7/1/2019	6/30/2020		July 1 - June 30	OEPP	Timeliness	
	M			2.4.2	Provide quarterly progress report to OEPP Division Director.	7/1/2019	6/30/2020		July 1 - June 30	OEPP	Quantitative (4)	
	S			2.5	Expand shared services and statewide contract offerings.							
	M			2.5.1	Create statewide fixed price contracts for environmental inspections and testing by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	FMPS	Timeliness	
	M			2.5.2	Create multi-agency contract for one of the four maintenance and operations areas identified for contract consolidation by the Real Estate Governance Group in FY19.	7/1/2019	6/30/2020		July 1 - June 30	FMPS	Quantitative (1 of 4)	
	M			2.5.3	Develop an RFP to establish a statewide contract for digital media shared services (graphic design, photography, videography and editing, public relations and marketing) by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
Government and Citizens	G	3			Provide a customer focus for all agency services and products by fostering customer service, continuous improvement, and innovation.							
	S			3.1	Review and edit applications, processes and regulations to reflect updates and to achieve efficiencies.							
	M			3.1.1	Review the delegation audit process and make changes to the substance and timing to focus more on analyzing agency's compliance with policy and best practices.	7/1/2019	6/30/2020		July 1 - June 30	DSHR	Timeliness	
	M			3.1.2	Review the State Human Resources Regulations and recommended revisions to regulations to reflect updates from EPMS projects and other initiatives by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DSHR	Timeliness	
	M			3.1.3	Collaborate with agencies to define requirements for establishing a state IT innovation lab by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	OTIS	Timeliness	
	S			3.2	Improve and enhance services, and associated delivery methods, provided to customers.							
	M			3.2.1	Develop requirements for a new or upgraded surplus property management application by Feb. 28, 2020.	7/1/2019	2/28/2020		July 1 - Feb. 19	DSASS	Timeliness	
	M			3.2.2	Assist agencies by developing outlets for the disposal or recycling of "no value" property.	7/1/2019	6/30/2020		July 1 - June 30	DSASS	Timeliness	
	M			3.2.3	Implement NeoGov onboarding functionality, develop a SCEIS interface and provide onboarding-related training to agencies by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DSHR/SCEIS	Timeliness	
	M			3.2.4	Develop and implement the ability to conduct online, live surplus property auctions by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DSASS	Timeliness	

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		Goal	Strategy	Measure		Base	Target	Actual				
	M			3.2.5	Utilize the revised EPMS process to configure and deploy SuccessFactors Performance Management functionality in SCEIS for all agencies' use by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	OAS/SCEIS	Timeliness	
	M			3.2.6	Identify and implement a document management system within the Disaster Recovery office to replace the Dynamic system by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	OAS/Admin IT	Timeliness	
	M			3.2.7	Identify and implement a replacement system for Surplus Property in the management of its inventory and sales by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	OAS/Admin IT	Timeliness	
	M			3.2.8	Retire DTO's existing CWOFF billing system with the SCEIS/SAP Sales and Distribution functionality by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	SCEIS	Timeliness	
	M			3.2.9	Implement phase 4 of the OEPP recommendations report regarding the placement of the Division of Small and Minority Business Contracting and Certification by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
	M			3.2.10	Expand the utilization of the Internet Quorum application within DSHR by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
	M			3.2.11	DPM/PMO Project — Expand ARM Occupancy Pilot and develop agency application roadmaps with pilot agencies by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
	M			3.2.12	Procure a customer service management tool for the Division of Technology Operations by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
	M			3.2.13	Complete Statement of Work and Master Agreement System in OnBase by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
	M			3.2.14	Deploy project and portfolio management tool across all divisions with streamline reporting mechanisms by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
	M			3.2.15	Review operating and capital budget processes to identify, create and deploy five additional process reference guides to assist state agency budget professionals.	7/1/2019	6/30/2020		July 1 - June 30	EBO	Quantitative (5)	
	S		3.3		Establish and maintain a customer-centric response to disasters.							
	M			3.3.1	Establish a Disaster Case Management Program to assist survivors of the 2018 Hurricane Florence Disaster by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DRO	Timeliness	
	M			3.3.2	Establish a mitigation team to manage the execution of the 2019 U.S. Department of Housing and Urban Development-funded (CDBG- MIT) Grant by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DRO	Timeliness	
	M			3.3.3	Collaborate with DPM-Training to ensure all DRO staff receive instructor-led customer service training by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DRO	Timeliness	
	S		3.4		Improve data collection processes to enhance customer experience and increase data integrity.							
	M			3.4.1	Automate, in a phased approach, the Comprehensive Permanent Improvement Plan process by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	EBO	Timeliness	
	M			3.4.2	Automate, in a phased approach, the Annual Accountability Report process by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	EBO	Timeliness	
	M			3.4.3	Review the Statewide Cost Allocation Plan process to identify and implement process improvements and efficiencies.	7/1/2019	6/30/2020		July 1 - June 30	EBO	Timeliness	
	M			3.4.4	Develop an automated customer service management tool, by June 30, 2020, to capture real-time feedback and track work requests.	7/1/2019	6/30/2020		July 1 - June 30	FMPS	Timeliness	

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		Goal	Strategy	Measure		Base	Target	Actual				
	M			3.4.5	Develop requirements for expansion of Project Systems module by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	FMPS	Timeliness	
	M			3.4.6	Implement an automated facilities work order system that allows for mobile device work order management by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	FMPS	Timeliness	
	M			3.4.7	Implement procedures for tracking five facilities management key performance indicators identified in FY19 to begin benchmarking against industry standards.	7/1/2019	6/30/2020		July 1 - June 30	FMPS	Quantitative (5)	
	S			3.5	Improve IT Shared Service offerings and delivery effectiveness.							
	M			3.5.1	Pilot use of brokered cloud service offerings to two state agencies.	7/1/2019	6/30/2020		July 1 - June 30	OTIS	Quantitative (2)	
	M			3.5.2	Redesign three business processes to align to new organizational structure and deliver related training to 50 individuals that explains and supports updated processes and organizational structure.	7/1/2019	6/30/2020		July 1 - June 30	OTIS	Quantitative (3,50)	
	M			3.5.3	Migrate two state agencies to IT shared services.	7/1/2019	6/30/2020		July 1 - June 30	OTIS	Quantitative (2)	
	M			3.5.4	Expand Statewide Disaster Recovery to 10 state agencies.	7/1/2019	6/30/2020		July 1 - June 30	OTIS	Quantitative (10)	
	M			3.5.5	Continue conducting post-migration remediation assessment activities for agencies that have moved to the State Data Center.	7/1/2019	6/30/2020		July 1 - June 30	OTIS	Timeliness	
	S			3.6	Improve and enhance agency shared services experience and outreach.							
	M			3.6.1	Develop marketing/promotional material for three shared services areas.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Quantitative (3)	
	M			3.6.2	Redesign IT Shared Services Catalog to achieve a more user-friendly experience by March 31, 2020.	7/1/2019	3/31/2020		July 1 - June 30	DPM	Timeliness	
	M			3.6.3	Deploy updated version of admin.sc.gov with a service-based theme by Oct. 1, 2019.	7/1/2019	10/1/2020		July 1 - June 30	DPM	Timeliness	
	M			3.6.4	Identify, prioritize and execute admin.sc.gov phase 2 enhancements by June 30, 2020	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
	G	4			Promote transparency and accountability to more effectively manage the resources of the state.							
	S			4.1	Provide robust, timely and user-friendly analytics to improve agencies' decision making and enhance public awareness.							
	M			4.1.1	Expand and/or enhance the Human Resources Dashboard by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DSHR/SCEIS	Timeliness	
	M			4.1.2	Develop and implement additional standards for HR data in SCEIS to improve the consistency of data across state government by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DSHR	Timeliness	
	M			4.1.3	Deploy SC Budgets Dashboard by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	EBO/SCEIS	Timeliness	
	M			4.1.4	Deploy SC Performs Dashboard by June30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	EBO/SCEIS	Timeliness	
	M			4.1.5	Develop and publish the Agency Performance Measures Report by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	EBO	Timeliness	
	S			4.2	Implement and enhance services to improve resource management.							
	M			4.2.1	Implement a fleet telematics system to advance fleet performance data collection and vehicle asset management; install the system on entire lease fleet by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DSASS	Timeliness	
	M			4.2.2	Revise agency lease fleet agreement document and design and implement a new billing rate structure by March 31, 2020.	7/1/2019	3/31/20		July 1 - March 31	DSASS	Timeliness	
	M			4.2.3	DSASS Project — Update, produce and distribute a new Fleet Safety Manual to replace 1992 version, by March 31, 2020.	7/1/2019	3/31/20		July 1 - March 31	DSASS	Timeliness	

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Strategic Planning and Performance Measurement Template

Statewide Enterprise Strategic Objective	Type	Item #			Description	2019-20			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	M			4.2.4	Provide routine review of agency General Ledgers by coordinating extensively with SCEIS, Comptroller General's Office, and agencies, by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	OAS/SCEIS	Timeliness	
	M			4.2.5	Implement Tableau reporting tool. Develop and publish three dashboards and/or management reports utilizing the tool.	7/1/2019	6/30/2020		July 1 - June 30	OAS/SCEIS/DSHR/EBO	Quantitative (3)	
	M			4.2.6	Partner with DSHR and state funded colleges/universities to transition HR data to SCEIS and retire the legacy HRIS system.	7/1/2019	6/30/2020		July 1 - June 30	OAS/SCEIS	Timeliness	
	M			4.2.7	Enhance overall Administrative Shared Services to include refinement of the rate structure model, the development of service level agreements, and the development of policies by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	OAS/DPM	Timeliness	
	M			4.2.8	Execute capital project management to effectively manage FY20 funding for deferred maintenance by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	FMPS	Timeliness	
	S			4.3	Ensure transparency and accountability of all recovery and mitigation resources.							
	M			4.3.1	Increase transparency to the public by publishing expenditures of federal grant money in three places.	7/1/2019	6/30/2020		July 1 - June 30	DRO	Quantitative (3)	
	M			4.3.2	Ensure transparency to the public by publishing the AECOM Watershed Study by Sept. 30, 2020.	7/1/2019	9/30/2020		July 1 - June 30	DRO	Timeliness	
	S			4.4	Improve financial systems to better manage the state's operating and capital budgeting processes.							
	M			4.4.1	Develop and implement a new operating budget system by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	EBO	Timeliness	
	M			4.4.2	Document requirements for a new capital budgeting and reporting system by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	EBO	Timeliness	
	S			4.5	Improve IT shared services transparency at the state and agency levels.							
	M			4.5.1	Report progress on goals outlined in the Statewide Strategic Information Technology Plan by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	OTIS	Timeliness	
	M			4.5.2	Establish a contract review/audit process for IT related contracts and billings by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
	M			4.5.3	Expand self-service functionality to five additional agencies.	7/1/2019	6/30/2020		July 1 - June 30	OTIS	Quantitative (5)	
	M			4.5.4	Expand service level agreements reporting by adding three additional services and five additional agencies.	7/1/2019	6/30/2020		July 1 - June 30	OTIS	Quantitative (3 and 5)	
	M			4.5.5	Benchmark expenses for three IT additional shared services.	7/1/2019	6/30/2020		July 1 - June 30	OTIS	Quantitative (3)	
	M			4.5.6	Continue to enhance and streamline the IT data collection portal from agency input.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
	M			4.5.7	Serve as the agency repository for project and initiative cost savings and benefits and work with finance when necessary to conduct cost-benefit analyses.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
	M			4.5.8	Continue to monitor agency compliance with published IT standards.	7/1/2019	6/30/2020		July 1 - June 30	DPM	Timeliness	
	S			4.6	Benchmark cost and service analytics to improve decision making for agencies.							
	M			4.6.1	Utilize data from the real estate chart of accounts to benchmark state agency maintenance and operations expenditures against industry standards by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	FMPS	Timeliness	
	M			4.6.2	Analyze water and sewer usage rates by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	FMPS	Timeliness	
	M			4.6.3	Reduce the state's real estate footprint through disposition of functionally obsolete facilities by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	FMPS	Timeliness	

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Strategic Planning and Performance Measurement Template

Statewide Enterprise Strategic Objective	Type	Item #			Description	2019-20			Time Applicable	Data Source and Availability	Calculation Method	Meaningful Use of Measure
		Goal	Strategy	Measure		Base	Target	Actual				
	S		4.7		Oversee, on behalf of the state, a competitive process to solicit strategic proposals for Santee Cooper and present related proposals to the South Carolina General Assembly.							
	M			4.7.1	Execute the process to solicit strategic proposals for Santee Cooper according to the Public Service Authority Joint Resolution (Act 95 of 2019) and present proposals to the legislature for consideration by Jan. 15, 2020.	7/1/2019	1/15/2020		July 1 - June 30	FMPS	Timeliness	
Maintaining Safety, Integrity and Security	G	5			Improve the security of the state's technology systems and business processes to protect citizens' data.							
	S		5.1		Mature Statewide InfoSec and Privacy Program and associated							
	M			5.1.1	Deploy Audit and Assessment Program to perform comprehensive audits on at least two agencies, and possibly additional agencies based on the amount of audits available funding will allow.	7/1/2019	6/30/2020		July 1 - June 30	OTIS	Quantitative (at least 2)	
	M			5.1.2	Develop and deploy a statewide multifactor solution by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	OTIS	Timeliness	
	M			5.1.3	Expand the use of the Privacy Assessment tool to 10 agencies.	7/1/2019	6/30/2020		July 1 - June 30	OTIS	Quantitative (10)	
	M			5.1.4	Publish IT configuration standards by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	OTIS	Timeliness	
	S		5.2		Enhance SCEIS operation security and evolution architecture.							
	M			5.2.1	Enhance the security and operations of SCEIS through implementation of monitoring and security protocols, organizational alignment and best practices by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	SCEIS	Timeliness	
	M			5.2.2	Identify and understand the requirements of the transition from the SCEIS current architecture to S2/HANA, to include critical decision points, resource gaps and timelines, by June 30, 2020.	7/1/2019	6/30/2020		July 1 - June 30	SCEIS	Timeliness	

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Program Template

Program/Title	Purpose	FY 2018-19 Expenditures (Actual)				FY 2019-20 Expenditures (Projected)				Associated Measure(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
I.-Administration	Administration provides centralized human resources, financial accounting and reporting, budget support, legal services, and communications.	\$ 1,042,840	\$ 2,647,057	\$ -	\$ 3,689,897	\$ 1,517,432	\$ 2,717,049	\$ -	\$ 4,234,481	
II.A-Executive Budget Office	Statewide Budget Development, Analysis and Reports, Grants Services, Capital Budgeting, and Performance Assessment & Accountability.	\$ 1,570,169	\$ -	\$ -	\$ 1,570,169	\$ 1,877,882	\$ -	\$ -	\$ 1,877,882	
II.B.-Human Resources Division	HRD serves as the Human Resources Office for state government.	\$ 2,159,410	\$ 102,763	\$ -	\$ 2,262,173	\$ 2,052,633	\$ 340,366	\$ -	\$ 2,392,999	
II.C.1.-Business Operations	Provides oversight and administrative support to General Services Division's programs.	\$ -	\$ 991,478	\$ -	\$ 991,478	\$ -	\$ 1,047,355	\$ -	\$ 1,047,355	
II.C.2.-Facilities Management	Facilities Management maintains and operates 88 state public buildings owned by Admin and other agencies.	\$ 1,503,781	\$ 17,643,368	\$ -	\$ 19,147,149	\$ 1,503,781	\$ 18,309,531	\$ -	\$ 19,813,312	
II.C.3.-Surplus Property	The Surplus Property office is responsible for disposing of surplus property and equipment for state and federal Governments.	\$ -	\$ 1,674,975	\$ -	\$ 1,674,975	\$ -	\$ 1,334,930	\$ -	\$ 1,334,930	
II.C.4.-Intra-State Mail	Intra State Mail provides overnight mail delivery services to governmental entities statewide.	\$ -	\$ 592,127	\$ -	\$ 592,127	\$ -	\$ -	\$ -	\$ -	
II.C.5-Parking	Parking Services manages parking facilities for State government.	\$ -	\$ 302,337	\$ -	\$ 302,337	\$ -	\$ 317,680	\$ -	\$ 317,680	
II.C.6-State Fleet Management	State Fleet coordinates purchases, maintenance and rental of state vehicles.	\$ -	\$ 27,860,494	\$ -	\$ 27,860,494	\$ -	\$ 29,702,038	\$ -	\$ 29,702,038	
II.C.7-State Building & Property	Provides real estate services to state government.	\$ -	\$ 638,751	\$ -	\$ 638,751	\$ -	\$ 373,609	\$ -	\$ 373,609	
II.D.-SC Enterprise Information System	The South Carolina Enterprise Information System consolidates more than 70 state agencies onto a single, statewide enterprise system, built on SAP software, for finance, procurement and human resources/payroll.	\$ 17,046,823	\$ 2,250,009	\$ -	\$ 19,296,832	\$ 16,779,584	\$ 4,069,055	\$ -	\$ 20,848,639	
II.E.-Division of Information Security	Division created in FY 2013-14 to support the implementation of statewide security policies and services. Includes expenditures to fund statewide security contract with Deloitte.	\$ 18,033,903	\$ 950,480	\$ -	\$ 18,984,383	\$ 17,050,683	\$ 442,000	\$ -	\$ 17,492,683	

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Program Template

Program/Title	Purpose	FY 2018-19 Expenditures (Actual)				FY 2019-20 Expenditures (Projected)				Associated Measure(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
II.F.-Enterprise Privacy Office	Division established in FY 2013-14 to analyze and classify sensitive data used and stored in agency systems according to the degree of protection required by State and Federal laws, regulations or standards.	\$ 338,199	\$ -	\$ -	\$ 338,199	\$ 321,971			\$ 321,971	
II.G.-State Technology Operations	Provides oversight and administrative support to State IT Programs.	\$ 3,646,590	\$ 34,234,082	\$ 73,825	\$ 37,954,497	\$ 3,601,451	\$ 34,502,390		\$ 38,103,841	
II.H.-Shared Services	Implements and monitors agency compliance with initiatives associated with IT shared services.	\$ 2,254,413	\$ -	\$ -	\$ 2,254,413	\$ 2,603,730			\$ 2,603,730	
II.I.-CDBG - Disaster Recovery	This program oversees grant programs that focus on rebuilding or repairing homes damaged by severe weather events.	\$ -	\$ -	\$ 20,532,975	\$ 20,532,975		\$ 98,865,000		\$ 98,865,000	
III.A.1.-OEPP - Support Services	Provides administration support for programs in the Office of Executive Policy and Program.	\$ 539,822	\$ (125)	\$ -	\$ 539,697				\$ -	
III.B.1.-Guardian Ad Litem	Recruit, train, and supervise volunteers who advocate for the best interests of abused and neglected children in Family Court Proceedings.	\$ 3,809,176	\$ 1,412,539	\$ 284,902	\$ 5,506,617				\$ -	
III.B.2.-Children's Affairs	Advocates for improved services for children and families in the public sector by providing Constituent Services and reviewing cases through the Children's Case Resolution System.	\$ 139,451	\$ -	\$ -	\$ 139,451	\$ 139,451			\$ 139,451	
III.B.3.-Foster Care	Monitor the progress in achieving permanent placements for children in foster care.	\$ 455,328	\$ 643,145	\$ -	\$ 1,098,473				\$ -	
III.B.4.-Continuum Of Care	Serve children with the most severe and complex emotional or behavioral health challenges whose needs are not being adequately met by existing services or programs.	\$ 1,871,327	\$ 1,327,381	\$ -	\$ 3,198,708				\$ -	
III.C.2.A.-Veterans' Affairs	Be the advocate for the state's veterans in all matters that pertain to veterans.	\$ 705,393	\$ 70,000	\$ -	\$ 775,393				\$ -	
III.C.2.B.-Veterans' Cemetery	Manage the South Carolina State Veterans' Cemetery in Anderson, SC.	\$ 332,772	\$ 29,645	\$ -	\$ 362,417				\$ -	
III.C.3.-Ombudsman	Serve the constituents of South Carolina with prompt, courteous, and correct direction to resolve a conflict or complaint against state agencies.	\$ 268,210	\$ -	\$ -	\$ 268,210	\$ 285,561			\$ 285,561	

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Program Template

Program/Title	Purpose	FY 2018-19 Expenditures (Actual)				FY 2019-20 Expenditures (Projected)				Associated Measure(s)
		General	Other	Federal	TOTAL	General	Other	Federal	TOTAL	
III.C.4.-Developmental Disabilities	Provide leadership in planning, funding, and implementing initiatives that lead to improved quality of life for people with developmental disabilities and their families through advocacy, capacity building, and systematic change.	\$ 46,146	\$ -	\$ 971,533	\$ 1,017,679	\$ 64,368		\$ 1,515,794	\$ 1,580,162	
III.C.5.-Small & Minority Business	Promote the growth and development of small minority businesses as a part of the free enterprise system; thereby, enhancing economic growth and development in South Carolina.	\$ 125,835	\$ -	\$ -	\$ 125,835	\$ 132,721			\$ 132,721	
III.C.6.-Economic Opportunity	Administer federal funds to Community Action Agencies and other non-profit agencies to eliminate the causes of poverty, increase self-sufficiency of individuals and families, prevent homelessness and revitalize communities.	\$ -	\$ 210,246	\$ 55,422,249	\$ 55,632,495	\$ 500,000	\$ 59,822,268		\$ 60,322,268	
IV. Employee Benefits	Employer's portion of FICA, State Retirement system premiums, Health and Dental Insurance premiums for subscribers and retirees, State Life Insurance and Long-term disability, and premiums for workers compensation and unemployment insurance.	\$ 6,380,995	\$ 7,698,225	\$ 943,489	\$ 15,022,709	\$ 4,697,406	\$ 8,933,951	\$ 1,692,000	\$ 15,323,357	
All Other Items	This includes expenditures for 800 MHz radio user fees, funds transferred to ETV for legislative coverage and emergency communications, and K-12 E-Rate program expenditures.	\$ 2,987,635	\$ 24,863,376	\$ -	\$ 27,851,011	\$ 2,510,760	\$ 22,793,895		\$ 25,304,655	

Item #	Law Number	Jurisdiction	Type of Law	Statutory Requirement and/or Authority Granted	Does this law specify who your agency must or may serve? (Y/N)	Does the law specify a product or service your agency must or may provide?	If yes, what type of service or product?	If other service or product, please specify what service or product.	Agency comments
1	S.C. Code § 1-11-22	State	Statute	Organization of Staff	No	No			Does not relate directly to any agency deliverables
2	S.C. Code § 1-11-170	State	Statute	Authorization to maintain revolving funds to finance inventories and accounts receivable	No	No			Relates to sources of funding for one or more agency deliverables
3	S.C. Code § 1-11-185	State	Statute	Additional powers of the Department of Administration; permanent improvement projects	Yes	Yes	Other service or product our agency must/may provide	Approval of agencies' permanent improvement plans and authorized to provide/receive various services to/from governmental entities	
4	S.C. Code § 1-11-405	State	Statute	Aircraft purchase, lease or lease-purchase by state agency	Yes	Yes	Other service or product our agency must/may provide	May authorize acquisition of aircraft	
5	S.C. Code § 1-11-475	State	Statute	Employee benefit appropriations; transfer of funds within agency to cover overruns	Yes	Yes	Other service or product our agency must/may provide	Develop plan for expenditure of funds and require transfers of funds within agencies if needed	
6	S.C. Code § 1-11-480	State	Statute	Hiring consultant or management firm to assist in administration of state employee unemployment compensation fund	Yes	Yes	Other service or product our agency must/may provide	May hire consultants and report to General Assembly annually list of hired consultants	
7	S.C. Code § 1-15-10	State	Statute	Commission (on Women) created	No	No			Does not relate directly to any agency deliverables
8	S.C. Code § 1-30-10	State	Statute	Departments of State Government	No	No			Does not relate directly to any agency deliverables
9	S.C. Code § 8-1-170	State	Statute	Group productivity incentive programs	No	No			Does not relate directly to any agency deliverables
10	S.C. Code § 8-11-20	State	Statute	Oath and bonds of certain state employees	Yes	Yes	Other service or product our agency must/may provide	Approve procurement/amounts of certain bonds for certain employees	
11	S.C. Code § 8-11-35	State	Statute	Salary payment schedule; maximum salaries; dual compensation	Yes	Yes	Other service or product our agency must/may provide	Establish payment schedule for state employee pay. Alter schedule if needed	
12	S.C. Code § 8-11-90	State	Statute	Deductions for Federal taxes	No	No			Does not relate directly to any agency deliverables
13	S.C. Code § 8-14-10	State	Statute	Definitions (Unauthorized aliens and public employment)	No	No			Does not relate directly to any agency deliverables
14	S.C. Code § 8-14-80	State	Statute	Forms and regulations	Yes	Yes	Other service or product our agency must/may provide	May promulgate Regs and proscribe forms	
15	S.C. Code § 8-27-20	State	Statute	No retaliation for filing report of wrongdoing	Yes	Yes	Other service or product our agency must/may provide	Admin to approve employee reward for report that nets savings	
16	S.C. Code § 10-1-179	State	Statute	African-American History Monument Commission	N/A	N/A			
17	S.C. Code § 10-3-30	State	Statute	Duties (Governor's Mansion)	Yes	No			Does not relate directly to any agency deliverables
18	S.C. Code § 11-1-100	State	Statute	Starting date of projects funded with capital improvement bonds regulated	Yes	Yes	Other service or product our agency must/may provide	Set starting dates for projects funded through Cap. Improvement Bonds	
19	S.C. Code § 11-3-185	State	Statute	Warrant requisitions for expenditure of money appropriated by General Assembly	Yes	Yes	Other service or product our agency must/may provide	May approve state institutions requisitioning funds in favor of their own treasurer	
20	S.C. Code § 11-9-95	State	Statute	Transfer of agency funds to pay debts prior to closing books for fiscal year	Yes	Yes	Other service or product our agency must/may provide	May authorize transfer of any funds remaining in the agency's accounts to pay certain obligations owed to Admin	
21	S.C. Code § 11-25-430	State	Statute	Revolving fund for purchase of office supplies and other commodities	No	No			Does not relate directly to any agency deliverables
22	S.C. Code § 13-1-680	State	Statute	Approval of State Fiscal Accountability Authority as prerequisite to issuance of bonds	Yes	Yes	Other service or product our agency must/may provide	Admin, as applicable, may approve certain Dept of Commerce projects	
23	S.C. Code § 16-3-2090	State	Statute	Forfeiture	Yes	Yes	Other service or product our agency must/may provide	Approve transfer of forfeited aircraft or watercraft from one LEA to another LEA	
24	S.C. Code § 16-8-340	State	Statute	Community anti-gang matching grants program	N/A	N/A			
25	S.C. Code § 23-6-50	State	Statute	Annual audit; carrying funds into next fiscal year; retention of revenue to meet department expenses	No	No			Does not relate directly to any agency deliverables
26	S.C. Code § 24-1-250	State	Statute	Sale of timber and horticultural products; utilization of funds	Yes	Yes	Other service or product our agency must/may provide	Admin may have to approve SCDC's use of proceeds from timber sales	
27	S.C. Code § 24-1-290	State	Statute	Employment of inmates through prison industries program	Yes	Yes	Other service or product our agency must/may provide	Admin to approve SCDC plan to attract private business to employ inmates	
28	S.C. Code § 24-3-20	State	Statute	Custody of convicted persons; designation of place of confinement	Yes	Yes	Other service or product our agency must/may provide	Admin to comment on SCDC's job assignments for inmates	
29	S.C. Code § 24-3-400	State	Statute	Prison Industries Account	Yes	Yes	Other service or product our agency must/may provide	Admin may play some role in approval of SCDC use of excess prison industry funds for PIPs	
30	S.C. Code § 24-21-480	State	Statute	Restitution Center program; distribution of offenders' salaries	Yes	Yes	Other service or product our agency must/may provide	Admin to approve fee for housing/food of offender in restitution center	
31	S.C. Code § 24-22-20	State	Statute	Definitions (Classification System and Adult Criminal Offender Management Program)	Yes	Yes	Other service or product our agency must/may provide	Admin to approve SCDC operating capacity	
32	S.C. Code § 24-22-160	State	Statute	Operating capacities of prison populations to be established; certification	Yes	Yes	Other service or product our agency must/may provide	SCDC and Admin establish operating capacities for inmate populations	

33	S.C. Code § 38-79-470	State	Statute	Method of withdrawing funds (Patient Compensation Fund)	No	No			Does not relate directly to any agency deliverables
34	S.C. Code § 40-15-50	State	Statute	Bond and salary of Executive Director (Dentistry)	Yes	Yes	Other service or product our agency must/may provide	Admin to approve certain administrative costs to be paid by STO	
35	S.C. Code § 40-30-290	State	Statute	Costs and fines (Massage/Bodywork Practice Act)	Yes	Yes	Other service or product our agency must/may provide	Admin to approve administrative cost for reimbursement to LLR	
36	S.C. Code § 40-51-160	State	Statute	Procedure for denying or revoking licenses (Podiatrists)	Yes	Yes	Other service or product our agency must/may provide	Admin to approve administrative cost for reimbursement to LLR	
37	S.C. Code § 40-51-170	State	Statute	Disposition of funds; assessments, fees and licenses to equal appropriations	No	No			Does not relate directly to any agency deliverables
38	S.C. Code § 40-55-40	State	Statute	Powers and duties of board (Psychologists)	No	No			Does not relate directly to any agency deliverables
39	S.C. Code § 40-61-50	State	Statute	Remission of revenues; assessment of fees (Sanitarians)	No	No			Does not relate directly to any agency deliverables
40	S.C. Code § 41-31-820	State	Statute	Deposit and review of premiums collected from state agencies (unemployment)	Yes	Yes	Other service or product our agency must/may provide	Admin to provide experience ratings	
41	S.C. Code § 41-33-470	State	Statute	Reports to State Fiscal Accountability Authority and the Department of Administration	No	No			Does not relate directly to any agency deliverables
42	S.C. Code § 44-7-3150	State	Statute	Consultation required (MUSC)	Yes	Yes	Other service or product our agency must/may provide	Admin to consult with CHE before authorizing MUSC transaction	
43	S.C. Code § 44-20-30	State	Statute	Definitions (SC Intellectual Disability, Related Disabilities, Head Injuries...)	No	No			Does not relate directly to any agency deliverables
44	S.C. Code § 44-20-310	State	Statute	Sale of timber from forest lands; disposition of funds	Yes	Yes	Other service or product our agency must/may provide	Admin to approve sale of timber from DDSN lands	
45	S.C. Code § 44-20-1140	State	Statute	Improvements for residential regional center or community facility	Yes	No			Does not relate directly to any agency deliverables
46	S.C. Code § 44-20-1150	State	Statute	Powers and duties concerning applications for improvements	Yes	Yes	Other service or product our agency must/may provide	Admin's role would only be to prepare DDSN request for JBRC and SFAA review	
47	S.C. Code § 44-20-1160	State	Statute	Use of monies derived from revenues	Yes	No			Does not relate directly to any agency deliverables
48	S.C. Code § 44-20-1170	State	Statute	Special funds; disposition of revenues; withdrawal of funds	Yes	Yes	Other service or product our agency must/may provide	Admin's role would only be as needed in JBRC/SFAA process	
49	S.C. Code § 46-51-20	State	Statute	Single application form for all permitting agencies to be established	N/A	N/A			
50	S.C. Code § 48-3-140	State	Statute	Approval required before issuance of bonds; application for and granting of approval	Yes	Yes	Other service or product our agency must/may provide	Admin to support SFAA/Admin may have to approve real property transaction	
51	S.C. Code § 48-23-270	State	Statute	Use of revenue for scrub oak eradication, reforestation, timber stand improvement	Yes	Yes	Other service or product our agency must/may provide	Approve cutting of timber in state parks by forestry	
52	S.C. Code § 48-23-290	State	Statute	Use of income from Sandhills State Forest and Carolina Sandhills National Wildlife	Yes	Yes	Other service or product our agency must/may provide	Admin to approve use of income from Sand Hills State Forest	
53	S.C. Code § 49-19-210	State	Statute	Persons by whom and for what purpose districts may be formed	No	N/A			Functionally obsolete
54	S.C. Code § 49-19-220	State	Statute	Petition for formation (drainage district)	No	N/A			Functionally obsolete
55	S.C. Code § 49-19-630	State	Statute	Duties and powers of chief engineer (drainage district)	No	N/A			Functionally obsolete
56	S.C. Code § 49-19-1440	State	Statute	General powers of board of supervisors (drainage districts construction of improvements)	No	No			Does not relate directly to any agency deliverables
57	S.C. Code § 49-29-90	State	Statute	Formal action by department required for designation... (scenic rivers)	Yes	No			Does not relate directly to any agency deliverables
58	S.C. Code § 49-29-100	State	Statute	Acquisition of lands adjacent to scenic rivers; donations; requirements, etc.	Yes	Yes	Other service or product our agency must/may provide	Admin involved in purchase of land adjacent to rivers	
59	S.C. Code § 49-29-110	State	Statute	Scenic Rivers Trust Fund	Yes	Yes	Other service or product our agency must/may provide	Admin may be required to approve expenditure of trust funds	
60	S.C. Code § 51-11-20	State	Statute	Restriction on use of trust fund (Recreation Point)	Yes	Yes	Other service or product our agency must/may provide	Admin may be required to approve expenditures of trust funds	
61	S.C. Code § 51-13-810	State	Statute	Authorization to borrow money (Patriots Point)	Yes	Yes	Other service or product our agency must/may provide	Admin's role would only be to prepare PPDA request for JBRC and/or SFAA review	
62	S.C. Code § 51-17-115	State	Statute	Establishment and administration of Heritage Land Trust Fund	Yes	Yes	Other service or product our agency must/may provide	Admin may be required to approve expenditure of trust funds	
63	S.C. Code § 51-22-30	State	Statute	Legacy Trust Fund	No	No			Does not relate directly to any agency deliverables
64	S.C. Code § 52-5-110	State	Statute	Bequest of property to State for equestrian center	No	No			Does not relate directly to any agency deliverables
65	S.C. Code § 54-3-155	State	Statute	Sale of Real Property, building, terminals, or other permanent structures	Yes	Yes	Other service or product our agency must/may provide	Admin may have to approve SPA's sale of real property	
66	S.C. Code § 54-3-1310	State	Statute	Powers and duties (State Ports Authority)	Yes	Yes	Other service or product our agency must/may provide	Admin involved in approval of SPA sale of real property	
67	S.C. Code § 56-3-840	State	Statute	Delinquent registration and license penalties (DMV headquarters)	Yes	Yes	Other service or product our agency must/may provide	Admin may have to approve lease/purchase made from DPS fund	
68	S.C. Code § 59-19-80	State	Statute	Requirements as to purchases and teacher employment	Yes	Yes	Other service or product our agency must/may provide	Admin may make purchases for school district boards of trustees	

69	S.C. Code § 59-53-151	State	Statute	Definitions (Facilities and improvements for tech colleges)	No	No			Does not relate directly to any agency deliverables
70	S.C. Code § 59-53-152	State	Statute	Board may construct or acquire plant improvements	Yes	Yes	Other service or product our agency must/may provide	Admin may have to approve property acquisition	
71	S.C. Code § 59-53-153	State	Statute	Bond issues	Yes	Yes	Other service or product our agency must/may provide	Admin only to support SFAA	
72	S.C. Code § 59-53-490	State	Statute	Reports on development and use of enterprise campus (Trident Tech)	No	No			Does not relate directly to any agency deliverables
73	S.C. Code § 59-53-1786	State	Statute	Annual report (Midlands Tech)	No	No			Does not relate directly to any agency deliverables
74	S.C. Code § 59-53-2450	State	Statute	Annual report (tech college enterprise campus authority)	No	No			Does not relate directly to any agency deliverables
75	S.C. Code § 59-101-650	State	Statute	Eminent Domain	Yes	Yes	Other service or product our agency must/may provide	Admin may have to approve acquisition of property	
76	S.C. Code § 59-117-240	State	Statute	Issuance of bonds; limit (USC)	Yes	Yes	Other service or product our agency must/may provide	Admin's approval limited to assistance for JBRC and SFAA review	
77	S.C. Code § 59-119-740	State	Statute	Issuance of bonds; limit (Clemson)	Yes	Yes	Other service or product our agency must/may provide	Admin's approval limited to assistance for JBRC and SFAA review	
78	S.C. Code § 59-119-940	State	Statute	Borrowings; limitations on bonds (Clemson)	Yes	Yes	Other service or product our agency must/may provide	Admin's approval limited to assistance for JBRC and SFAA review	
79	S.C. Code § 59-121-80	State	Statute	Burial of past presidents and their wives	Yes	Yes	Other service or product our agency must/may provide	Admin help determine suitable plot size and location	
80	S.C. Code § 59-121-340	State	Statute	Authorization to borrow funds and issue bonds (The Citadel)	Yes	Yes	Other service or product our agency must/may provide	Admin's approval limited to assistance for JBRC and SFAA review	
81	S.C. Code § 59-122-40	State	Statute	Requirements for issuance of bonds (The Citadel Housing Revenue Bonds)	Yes	Yes	Other service or product our agency must/may provide	Admin's approval limited to assistance for JBRC and SFAA review	
82	S.C. Code § 59-123-60	State	Statute	Organization and powers of board; designation as Medical University Hospital Authority	Yes	Yes	Other service or product our agency must/may provide	Admin may have to approve real property transaction	
83	S.C. Code § 59-123-220	State	Statute	Trustees authorized to issue revenue bonds...(MUSC)	Yes	Yes	Other service or product our agency must/may provide	Admin's approval limited to assistance for JBRC and SFAA review	
84	S.C. Code § 59-123-230	State	Statute	Bonds payable from net housing revenues (MUSC)	Yes	Yes	Other service or product our agency must/may provide	Admin may have to approve real property transaction	
85	S.C. Code § 59-125-340	State	Statute	Authority to bond (Winthrop)	Yes	Yes	Other service or product our agency must/may provide	Admin's approval limited to assistance for JBRC and SFAA review	
86	S.C. Code § 59-125-540	State	Statute	Authorization to borrow funds and issue bonds (Winthrop)	Yes	Yes	Other service or product our agency must/may provide	Admin's approval limited to assistance for JBRC and SFAA review	
87	S.C. Code § 59-127-320	State	Statute	Authority of trustees to construct, operate and maintain improvements (SC State)	Yes	Yes	Other service or product our agency must/may provide	Admin's approval limited to assistance for JBRC and SFAA review	
88	S.C. Code § 59-127-500	State	Statute	Power to issue facilities improvement bonds (SC State)	Yes	Yes	Other service or product our agency must/may provide	Admin's approval limited to assistance for JBRC and SFAA review	
89	S.C. Code § 59-130-430	State	Statute	Authority to issue bonds (College of Chas)	Yes	Yes	Other service or product our agency must/may provide	Admin's approval limited to assistance for JBRC and SFAA review	
90	S.C. Code § 59-131-20	State	Statute	Bond issue authorized upon approval (College of Chas)	Yes	Yes	Other service or product our agency must/may provide	Admin's approval limited to assistance for JBRC and SFAA review	
91	S.C. Code § 59-133-240	State	Statute	Authority to borrow; bonding limit (Francis Marion)	Yes	Yes	Other service or product our agency must/may provide	Admin's approval limited to assistance for JBRC and SFAA review	
92	S.C. Code § 59-147-30	State	Statute	Issuance of revenue bonds; purpose (Higher Ed)	Yes	Yes	Other service or product our agency must/may provide	Admin's approval limited to assistance for JBRC and SFAA review	
93	S.C. Code § 59-150-230	State	Statute	Lottery prizes	Yes	No			Does not relate directly to any agency deliverables
94	S.C. Code § 60-11-120	State	Statute	Disposition of certain duplicative archival material; use of funds realized; annual report	No	No			Does not relate directly to any agency deliverables
95	S.C. Code § 61-10-270	State	Statute	Property forfeitures	Yes	No			Does not relate directly to any agency deliverables
96	S.C. Code § 63-19-420	State	Statute	Natural resource sales (DJJ)	Yes	Yes	Other service or product our agency must/may provide	Admin may have to approve real property acquisition	
97	2018-19 Approp. Act, Section 117.18	State	Proviso	GP: Business Expense Reimbursement	No	Yes	Other service or product our agency must/may provide	Admin to promulgate regs	
98	2018-19 Approp. Act, Section 117.49	State	Proviso	GP: Agencies Affected by Restructuring	Yes	Yes	Other service or product our agency must/may provide	Admin to help phase-in operations for restructured agencies	
99	2018-19 Approp. Act, Section 117.114	State	Proviso	GP: Employee Compensation	Yes	Yes	Other service or product our agency must/may provide	Admin (EBO) to allocate funds according to plan in proviso	
100	S.C. Code § 57-11-235	State	Statute	Issuance of highway bonds	Yes	Yes	Other service or product our agency must/may provide	Admin's approval limited to assistance for JBRC and SFAA review	
101	S.C. Code § 59-17-155	State	Statute	Automated external defibrillator program; state contract for purchase of defibrillators	Yes	Yes	Other service or product our agency must/may provide	CLEARLY FOR SFAA NOT ADMIN. Establishment of a state contract for purchases	
102	S.C. Code § 59-67-780	State	Statute	Rules and regulations (insurance on school buses)	Yes	Yes	Other service or product our agency must/may provide	CLEARLY FOR SFAA NOT ADMIN. Establishment of rules for insurance on buses	

103	S.C. Code § 1-11-50	State	Statute	Certain funds of Revenue and Fiscal Affairs Office and the Executive Budget Office carried forward	No	No			Relates to sources of funding for one or more agency deliverables
104	S.C. Code § 1-11-497	State	Statute	Across-the-board reductions in expenses	No	No			Does not relate directly to any agency deliverables
105	S.C. Code § 1-30-125	State	Statute	Executive Budget Office	Yes	Yes	Other service or product our agency must/may provide	EBO to support Office of the Governor	
106	S.C. Code § 2-1-220	State	Statute	Legislative appropriations; exemption from approval requirements	No	No			Does not relate directly to any agency deliverables
107	S.C. Code § 2-41-50	State	Statute	Professional and clerical support services	Yes	Yes	Other service or product our agency must/may provide	EBO staff to provide support for joint committee on taxation	
108	S.C. Code § 2-47-56	State	Statute	Acceptance of gifts-in-kind for architectural and engineering services	Yes	Yes	Other service or product our agency must/may provide	To approve state agencies and institutions accepting gifts-in-kind for architectural and engineering services and construction	Does not relate directly to any agency deliverables
109	S.C. Code § 2-65-15	State	Statute	Definitions for "The South Carolina Federal and Other Funds Oversight Act"	No	No			Does not relate directly to any agency deliverables
110	S.C. Code § 2-65-30	State	Statute	Receipt and expenditure of unanticipated funds; submission of proposals; committee reports	Yes	Yes	Other service or product our agency must/may provide	Reference to board may mean EBO. If so, EBO approval for expenditures required and report to GA	
111	S.C. Code § 2-65-40	State	Statute	Expenditure of "other" funds; authorization; Committee reports	Yes	Yes	Other service or product our agency must/may provide	Reference to board may mean EBO. If so, EBO approval for expenditures required and report to GA	
112	S.C. Code § 2-65-50	State	Statute	Estimates of research and student aid funds; reports by Board	Yes	Yes	Report our agency must/may provide	If Board means EBO	
113	S.C. Code § 2-65-60	State	Statute	Duties of Comptroller General	Yes	Yes	Other service or product our agency must/may provide	If board means EBO, then EBO to provide funding levels to CG	
114	S.C. Code § 2-65-70	State	Statute	Recovery of indirect costs	Yes	Yes	Other service or product our agency must/may provide	If board means EBO, EBO develops cost allocation plan and prepare report to GA	
115	S.C. Code § 2-65-80	State	Statute	Block grants	Yes	Yes	Other service or product our agency must/may provide	If board means EBO, EBO to develop regs and audits for grants	
116	S.C. Code § 2-65-90	State	Statute	EBO to review and coordinate proposed federal financial assistance and direct federal development	Yes	Yes	Other service or product our agency must/may provide	If board means EBO, EBO to develop process for review and coordinate fed assistance	
117	S.C. Code § 2-65-120	State	Statute	Cooperation of state agencies and institutions in implementing chapter	No	No			Does not relate directly to any agency deliverables
118	S.C. Code § 2-75-10	State	Statute	Research Centers of Excellence Review Board	No	No			Does not relate directly to any agency deliverables
119	S.C. Code § 2-79-30	State	Statute	Notice of likely agency deficit; deficit avoidance plan	Yes	Yes	Other service or product our agency must/may provide	EBO to work with agencies to avoid deficit	
120	S.C. Code § 2-79-40	State	Statute	Recognition of deficit	Yes	No			Does not relate directly to any agency deliverables
121	S.C. Code § 2-79-50	State	Statute	Limitations on agency spending when deficit recognized	Yes	Yes	Other service or product our agency must/may provide	EBO may have to approve agency purchases	
122	S.C. Code § 6-7-155	State	Statute	Disbursement of funds to regional councils of government	Yes	Yes	Other service or product our agency must/may provide	EBO to approve remittance	
123	S.C. Code § 6-7-157	State	Statute	Spending plan prior to receipt of funds by regional council; annual audit	Yes	No			Does not relate directly to any agency deliverables
124	S.C. Code § 6-27-20	State	Statute	Local Government Fund; fund exempt from mid-year cuts; exception	No	No			Does not relate directly to any agency deliverables
125	S.C. Code § 8-11-193	State	Statute	Employee furloughs	No	No			Does not relate directly to any agency deliverables
126	S.C. Code § 8-11-196	State	Statute	Hiring of employees to fill temporary grant positions	No	No			Does not relate directly to any agency deliverables
127	S.C. Code § 9-16-90	State	Statute	Quarterly and annual investment reports; contents	No	No			Does not relate directly to any agency deliverables
128	S.C. Code § 10-1-210	State	Statute	Pay telephone revenue	Yes	Yes	Other service or product our agency must/may provide	Admin to review rates charged by vendors	
129	S.C. Code § 11-9-110	State	Statute	Organization to which contribution is appropriated to submit statement to Executive Budget Office and the Revenue and Fiscal Affairs Office	Yes	Yes	Report our agency must/may provide		
130	S.C. Code § 11-9-125	State	Statute	Order of expenditure of funds by state agencies; remittance of certain funds to state general fund	No	No			Does not relate directly to any agency deliverables
131	S.C. Code § 11-9-890	State	Statute	Delineation of fiscal year revenue estimates by quarters; reduction of general fund appropriations; action to avoid year-end deficit	Yes	Yes	Other service or product our agency must/may provide	EBO to reduce general fund appropriations as needed	
132	S.C. Code § 11-11-10	State	Statute	Duties of Executive Budget Office and Revenue and Fiscal Affairs Office, and Department of Revenue	No	Yes	Other service or product our agency must/may provide	EBO to employ budget analyst	
133	S.C. Code § 11-11-15	State	Statute	Budget functions devolved on Governor; Budget Office to assist	Yes	Yes	Other service or product our agency must/may provide	EBO to assist Governor in preparing budget	
134	S.C. Code § 11-11-350	State	Statute	Estimates of planned general fund expenditures	Yes	Yes	Other service or product our agency must/may provide	EBO to develop 3 year financial plan	
135	S.C. Code § 11-11-420	State	Statute	Limitation on permanent state positions; emergency suspension	Yes	Yes	Other service or product our agency must/may provide	EBO annually to determine number of FTEs and State population	
136	S.C. Code § 11-53-10	State	Statute	Special accounts (SCEIS)	No	No			Does not relate directly to any agency deliverables

137	S.C. Code § 13-1-45	State	Statute	South Carolina Water and Wastewater Infrastructure Fund created	Yes	Yes	Other service or product our agency must/may provide	Admin may provide administrative assistance to department of commerce	
138	S.C. Code § 41-43-260	State	Statute	Annual audit and report	No	No			Does not relate directly to any agency deliverables
139	S.C. Code § 44-1-210	State	Statute	Disposition of moneys collected (DHEC)	No	No			Does not relate directly to any agency deliverables
140	S.C. Code § 44-6-80	State	Statute	Annual and interim reports (DHHS)	No	No			Does not relate directly to any agency deliverables
141	S.C. Code § 48-59-75	State	Statute	Restriction on transfer of deed recording fees to trust fund	No	No			Does not relate directly to any agency deliverables
142	S.C. Code § 59-1-400	State	Statute	Sick leave for public school employees	No	No			Does not relate directly to any agency deliverables
143	S.C. Code § 59-107-40	State	Statute	Application for funds for permanent improvements and other expenses	Yes	Yes	Other service or product our agency must/may provide	Admin's role may be to assist SFAA and/or JBRC. Admin may approve a real property transaction	
144	S.C. Code § 59-111-25	State	Statute	Scholarships exempted from mid-year budget reduction	No	No			Does not relate directly to any agency deliverables
145	S.C. Code § 59-122-20	State	Statute	Authority to acquire, maintain, or rehabilitate student and faculty housing	Yes	Yes	Other service or product our agency must/may provide	Admin's only role would be approve a real property transaction or to assist SFAA in their processes re: bonds	
146	S.C. Code § 59-127-20/Act 121 of 2015	State	Statute	Board of trustees; election; terms (See Joint Resolution)	N/A	N/A			
147	S.C. Code § 59-150-320	State	Statute	Financial integrity of the lottery; reports; audits; weekly records	No	No			Does not relate directly to any agency deliverables
148	S.C. Code § 13-19-80	State	Statute	Bond issue approval; proposal; disposition of proposal	Yes	Yes	Other service or product our agency must/may provide	Admin's role would only involve real property transactions that meet certain requirements and assisting SFAA as needed	
149	S.C. Code § 13-21-90	State	Statute	Bond issue approval; proposal; disposition of proposal	Yes	Yes	Other service or product our agency must/may provide	Admin's role would only involve real property transactions that meet certain requirements and assisting SFAA as needed	
150	2018-19 Approp. Act, Section 117.14	State	Proviso	GP: FTE Management	Yes	Yes	Other service or product our agency must/may provide	EBO to supervise number of FTEs	
151	2018-19 Approp. Act, Section 1.25	State	Proviso	SDE: Proviso Allocations	Yes	Yes	Other service or product our agency must/may provide	EBO may direct reduction in budget allocation after BEA estimate change	
152	2018-19 Approp. Act, Section 118.8	State	Proviso	SR: Agency Deficit Notice	Yes	Yes	Report our agency must/may provide		
153	2018-19 Approp. Act, Section 1A.13	State	Proviso	SDE-EIA: Proviso Allocations	Yes	Yes	Other service or product our agency must/may provide	EBO may direct reduction in budget allocation after BEA estimate change	
154	2018-19 Approp. Act, Section 117.1	State	Proviso	GP: Revenues, Deposits Credited to General Fund	No	No			Does not relate directly to any agency deliverables
155	2018-19 Approp. Act, Section 117.9	State	Proviso	GP: Transfers of Appropriations	No	No			Does not relate directly to any agency deliverables
156	2018-19 Approp. Act, Section 117.29	State	Proviso	GP: Base Budget Analysis	Yes	Yes	Other service or product our agency must/may provide	EBO to develop a process for training agency leaders on the annual agency accountability report and its use in financial, organizational, and accountability improvement	
157	2018-19 Approp. Act, Section 117.49	State	Proviso	GP: Agencies Affected by Restructuring	Yes	Yes	Other service or product our agency must/may provide	Admin to aid agencies affected by restructuring	
158	2018-19 Approp. Act, Section 117.75	State	Proviso	GP: Mandatory Furlough	No	No			Does not relate directly to any agency deliverables
159	2018-19 Approp. Act, Section 117.76	State	Proviso	GP: Reduction in Force	No	No			Does not relate directly to any agency deliverables
160	2018-19 Approp. Act, Section 117.81	State	Proviso	GP: Deficit Monitoring	Yes	Yes	Other service or product our agency must/may provide	EBO to work with agencies with likely budget deficits and notify GA	
161	2018-19 Approp. Act, Section 117.86	State	Proviso	GP: Joint Children's Committee	Yes	Yes	Report our agency must/may provide		
162	2018-19 Approp. Act, Section 117.114	State	Proviso	GP: Employee Compensation	No	Yes		There was no pay increase to allocate	
163	2018-19 Approp. Act, Section 3.1	State	Proviso	LEA: Audit	Yes	Yes	Other service or product our agency must/may provide	EBO to ensure agencies have procedures in place to monitor lottery funds	
164	2018-19 Approp. Act, Section 3.6	State	Proviso	LEA: FY 2018-19 Lottery Funding	Yes	Yes	Other service or product our agency must/may provide	EBO to transfer funds and prepare detail budget	
165	2018-19 Approp. Act, Section 25.1	State	Proviso	TEC: Training of New and Expanding Industry	Yes	Yes	Other service or product our agency must/may provide	EBO may adjust and approve expenditures	
166	2018-19 Approp. Act, Section 81.7	State	Proviso	LLR: Flexibility	Yes	Yes	Other service or product our agency must/may provide	EBO must approve any increase in spending by LLR	
167	2018-19 Approp. Act, Section 91.20	State	Proviso	LEG: Other Funds Oversight Committee	Yes	Yes	Other service or product our agency must/may provide	EBO must notify committee of request for increase of budget authorization	
168	S.C. Code of Regulations R. 19-447.1000	State	Regulation	Leasing of Real Property	Yes	Yes	Other service or product our agency must/may provide	Admin has process to approve leases	

169	S.C. Code of Regulations R. 19-719.04	State	Regulation	Reduction in Force	Yes	Yes	Other service or product our agency must/may provide	Admin to develop RIF model policy. Approve agency policies and approve agency RIF plans	
170	S.C. Code Ann. § 1-11-10(A)(2)	State	Statute	Transfers State HRD to Department of Administration	No	No			Does not relate directly to any agency deliverables
171	S.C. Code Ann. §1-1-970	State	Statute	Personnel data required to be furnished quarterly	Yes	Yes	Other service or product our agency must/may provide	Admin to ensure reported data is accurate	
172	S.C. Code Ann. § 1-1-1410	State	Statute	Development and implementation of workplace domestic violence policy	Yes	Yes	Other service or product our agency must/may provide	Admin to develop workplace domestic violence policy guidelines	
173	S.C. Code Ann. § 8-11-40	State	Statute	Sick leave; leave where employee attacked; leave for sick family member	Yes	Yes	Other service or product our agency must/may provide	Admin given authority to authorize additional sick leave and promulgate regs	
174	S.C. Code Ann. § 8-11-41	State	Statute	Sick leave	Yes	Yes	Other service or product our agency must/may provide	Admin to develop rules and regs for sick leave and audit	
175	S.C. Code Ann. § 8-11-50	State	Statute	Compensatory time for working on legal holidays	Yes	Yes	Other service or product our agency must/may provide	Admin has authority to extend the time period within which compensatory time must be given	
176	S.C. Code Ann. § 8-11-98	State	Statute	Deductions for payment to credit union	No	No			Does not relate directly to any agency deliverables
177	S.C. Code Ann. § 8-11-120	State	Statute	Posting notice of job vacancies	Yes	Yes	Other service or product our agency must/may provide	Admin to provide mechanism for posting job vacancy notices	
178	S.C. Code Ann. § 8-11-145	State	Statute	Use of sick or annual leave in conjunction with worker's compensation under certain circumstances	Yes	Yes	Other service or product our agency must/may provide	Admin to develop a proration formula for using Workers comp leave with AL and SL	
179	S.C. Code Ann. § 8-11-165	State	Statute	Salary and fringe benefits survey for agency heads	Yes	Yes	Other service or product our agency must/may provide	Admin to conduct survey every 3 years	
180	S.C. Code Ann. § 8-11-185	State	Statute	Reduction in workforce applicant pool	Yes	Yes	Other service or product our agency must/may provide	Admin may create an applicant pool from RIF'd employees	
181	S.C. Code Ann. § 8-11-192	State	Statute	Mandatory state agency furlough programs; consultation and guidance services	Yes	Yes	Other service or product our agency must/may provide	Admin to promulgate guidelines and policies and provide consultation	
182	S.C. Code Ann. § 8-11-650	State	Statute	Workweek upon which leave shall be based	Yes	Yes	Other service or product our agency must/may provide	Admin to set procedures for calculating leave for employees with non-traditional work weeks	
183	S.C. Code Ann. § 8-11-670	State	Statute	Additional leave may be granted in case of emergency or extreme hardship	Yes	Yes	Other service or product our agency must/may provide	Admin to review grants of additional leave	
184	S.C. Code Ann. § 8-11-680	State	Statute	Application of article	Yes	Yes	Other service or product our agency must/may provide	Admin to promulgate regs and audit agency records	
185	S.C. Code Ann. § 8-11-700	State	Statute	Definitions (State Employee Leave Transfer)	No	No			Does not relate directly to any agency deliverables
186	S.C. Code Ann. § 8-11-720	State	Statute	Selection of leave recipients	Yes	Yes	Other service or product our agency must/may provide	Admin may select leave recipients	
187	S.C. Code Ann. § 8-11-730	State	Statute	Transfer from annual or sick leave account to pool account	No	Yes	Other service or product our agency must/may provide	Admin to set general guidelines	
188	S.C. Code Ann. § 8-11-760	State	Statute	Leave remaining after termination of personal emergency to be restored to pool account	No	Yes	Other service or product our agency must/may provide	Admin to provide guidelines	
189	S.C. Code Ann. § 8-11-920	State	Statute	Definitions (State Employee Pay Plan)	No	No			
190	S.C. Code Ann. § 8-11-930	State	Statute	Competitiveness report	Yes	Yes	Report our agency must/may provide		
191	S.C. Code Ann. § 8-11-950	State	Statute	Bonus payments	No	Yes	Other service or product our agency must/may provide	Admin to develop rules for giving bonuses	
192	S.C. Code Ann. § 8-11-960	State	Statute	Increases totaling more than agency maximums; audits	Yes	Yes	Other service or product our agency must/may provide	Admin to perform audits of agencies to ensure equitable bonus and performance pay	
193	S.C. Code Ann. § 8-12-60	State	Statute	Regulations (regarding interchange of government employees)	Yes	Yes	Other service or product our agency must/may provide	Admin to develop regs	
194	S.C. Code Ann. § 11-53-30	State	Statute	State Office of Human Resources; modification of human resources policies to implement and transition to System	No	Yes	Other service or product our agency must/may provide	Admin may amend regs, policies etc. to implement SCEIS	
195	S.C. Code Ann. § 13-1-620	State	Statute	Rights and powers of director (Division of Savannah Valley Development)	Yes	Yes	Other service or product our agency must/may provide	Admin may help establish HR management program and may provide administrative assistance to Division	
196	S.C. Code Ann. § 13-19-30	State	Statute	Rights and powers of board (Midlands Authority)	Yes	Yes	Other service or product our agency must/may provide	Admin may help establish HR management program	
197	S.C. Code Ann. § 13-21-30	State	Statute	Rights and powers of board (Edisto Development Authority)	Yes	Yes		Admin may help establish HR management program	
198	S.C. Code Ann. § 41-43-90	State	Statute	Corporate and other powers of the authority (SC Jobs Economic Development Authority)	Yes	Yes	Other service or product our agency must/may provide	JEDA may contract with Admin to establish a comprehensive human resource management program.	
199	S.C. Code Ann. § 43-1-70	State	Statute	Selection of other employees of State Department; compensation; bond	Yes	Yes	Other service or product our agency must/may provide	This section still refers to the BCB, If it is applicable to Admin, Admin is to approve compensation.	
200	S.C. Code Ann. § 43-21-80	State	Statute	Appointment and compensation of personnel and consultants (Division and Advisory Council on Aging)	No	No			Does not relate directly to any agency deliverables
201	S.C. Code Ann. § 59-53-20	State	Statute	Jurisdiction and authority of Board over state-supported technical institutions and programs	No	No			Does not relate directly to any agency deliverables
202	S.C. Code Ann. § 59-123-60	State	Statute	Organization and powers of board; designation as Medical University Hospital Authority	Yes	Yes	Other service or product our agency must/may provide	Admin may have approval over real property transaction, Admin to approve personnel grievance policies	
203	2018-19 Approp. Act, Section 50.8	State	Proviso	CMRC: Foreign Offices	Yes	Yes	Other service or product our agency must/may provide	Admin to review staff contracts	

204	2018-19 Approp. Act, Section 93.14	State	Proviso	DOA: Compensation - Reporting of Supplemental Salaries	Yes	Yes	Other service or product our agency must/may provide	Admin to develop procedures for reporting supplemental salaries	
205	2018-19 Approp. Act, Section 93.15	State	Proviso	DOA: Compensation Increase - Appropriated Funds Ratio	No	No			Does not relate directly to any agency deliverables
206	2018-19 Approp. Act, Section 93.21	State	Proviso	DOA: Holidays	Yes	Yes	Other service or product our agency must/may provide	DSHR to designate day of observance for certain holidays	
207	2018-19 Approp. Act, Section 93.24	State	Proviso	DOA: Emerging Leaders Program	Yes	Yes	Other service or product our agency must/may provide	Admin to establish emerging leaders program	
208	2018-19 Approp. Act, Section 117.13	State	Proviso	GP: Discrimination Policy	Yes	Yes	Other service or product our agency must/may provide	Admin to notify agencies not in compliance and shall confirm good faith efforts to comply with policy before processing request for additional appropriations	
209	2018-19 Approp. Act, Section 117.15	State	Proviso	GP: Allowance for Residences and Compensation Restrictions	Yes	Yes	Other service or product our agency must/may provide	Admin authorized to approve salary adjustments, compensation and receive reports	
210	2018-19 Approp. Act, Section 117.48	State	Proviso	GP: Organizational Charts	Yes	Yes	Other service or product our agency must/may provide	organizational chart shall be in a form prescribed by the Human Resources Division of Admin	
211	2018-19 Approp. Act, Section 117.70	State	Proviso	GP: Reduction in Force Antidiscrimination	No	No			Does not relate directly to any agency deliverables
212	2018-19 Approp. Act, Section 117.71	State	Proviso	GP: Reduction in Force/Agency Head Furlough	Yes	Yes	Other service or product our agency must/may provide	Admin to develop implementation guidelines	
213	2018-19 Approp. Act, Section 117.32	State	Proviso	GP: Voluntary Separation Incentive Program	Yes	Yes	Other service or product our agency must/may provide	Admin to consult with and approve agency programs. Report to SFC and W&M committees	
214	2018-19 Approp. Act, Section 117.55	State	Proviso	GP: Employee Bonuses	Yes	Yes	Other service or product our agency must/may provide	Admin to establish guidelines and set policies to ensure compliance	
215	2018-19 Approp. Act, Section 117.65	State	Proviso	GP: Critical Employee Recruitment and Retention	Yes	Yes	Other service or product our agency must/may provide	Admin to establish guidelines and approve bonus amounts	
216	Executive Order 2016-04	State		Ordering Certain Cabinet Agencies to Implement Domestic Violence Screening Policy	Yes	Yes	Other service or product our agency must/may provide	Certain Admin departments/offices must have DV screening/risk assessment polices	
217	Executive Order 2016-03	State		Ordering Certain Cabinet Agencies to Adopt HR Policy for Domestic Violence	Yes	Yes	Other service or product our agency must/may provide	Admin to Adopt HR Policy for Domestic Violence	
218	Executive Order 2014-23	State		Code of Conduct	No	No			Obsolete
219	S.C. Code § 1-11-10(A)(16)	State	Statute	Transfer of Division of Technology and Division of Information Security to Dept of Admin	No	No			Does not relate directly to any agency deliverables
220	S.C. Code § 1-11-10(B)(1)	State	Statute	DT to submit statewide strategic information technology plan	Yes	Yes	Other service or product our agency must/may provide	Admin to do statewide IT plan	
221	S.C. Code § 1-11-430	State	Statute	Supply and use of telecommunication systems for state Government	Yes	Yes	Other service or product our agency must/may provide	Admin to secure all telecommunications equipment and services for the state government enterprise	
222	S.C. Code § 1-11-770	State	Statute	South Carolina 211 Network	No	Yes		BCB designated United Way	
223	S.C. Code of Regs. 19-210 through 19-214	State	Regulation	South Carolina 211 Network Provider Certification Requirements	No	Yes		BCB designated United Way	
224	S.C. Code §§ 11-25-10 through 11-25-40	State	Statute	General powers (State printing)	Yes	Yes	Other service or product our agency must/may provide	Admin has control and supervision of all the public printing, binding, lithographing, and engraving for the State	
225	S.C. Code § 23-47-65 (See proviso 102.7)	State	Statute	Public Safety Communications Center (DT member on SC 911 Advisory Committee) - [See 2015-16 Approp. Act, Section 102.7 (RFAO: 911 Advisory Committee)]	Yes	Yes	Board, commission, or committee on which someone from our agency must/may serve		
226	S.C. Code § 23-1-230	State	Statute	First Responders Advisory Committee (State CIO on committee)	Yes - Committee Member	Yes	Board, commission, or committee on which someone from our agency must/may serve		
227	S.C. Code § 59-150-60	State	Statute	Powers of the commission (Lottery requires telecom from DT)	Yes	Yes	Other service or product our agency must/may provide	Lottery Commission must use Admin's telecommunications services	
228	S.C. Code § 59-150-390	State	Statute	Primary and secondary technology funding (Lottery technology funding)	Yes	Yes	Other service or product our agency must/may provide	Admin to consult with Dept of Education on primary/secondary technology funding	
229	S.C. Code § 10-1-206	State	Statute	Library pilot program for Internet filtering software	Yes	Yes	Other service or product our agency must/may provide	Admin to implement library pilot program for internet filtering software	
230	S.C. Code § 41-27-650	State	Statute	Department (DEW) must work in conjunction with Dept. of Commerce and Dept. of Admin. on certain matters (Technology coordination)	Yes	Yes	Other service or product our agency must/may provide	Admin to work with DEW to coordinate its computer system with other agencies' systems	
231	S.C. Code § 43-5-1275	State	Statute	Electronic Data Interchange Standards	Yes	Yes	Other service or product our agency must/may provide	Admin responsible for setting forth Electronic Data Interchange Standards	
232	S.C. Code § 26-6-190	State	Statute	Development of standards and procedures (UETA)	Yes	Yes	Other service or product our agency must/may provide	Admin responsible for adopting UETA standards	
233	S.C. Code § 26-6-195	State	Statute	Service of process to email address by government agency	Yes	Yes	Other service or product our agency must/may provide	Admin responsible for procedures for use of USPS Electronic Postmark	
234	S.C. Code § 1-11-435	State	Statute	Protection of critical information technology infrastructure and data systems	Yes	Yes	Other service or product our agency must/may provide	Admin responsible for Critical Information Technology Infrastructure Protection Plan	
235	S.C. Code § 30-2-310	State	Statute	Collection and maintenance and disposition of records containing social security numbers by public agencies	No	No			
236	Executive Order 2012-10	State		Reviewing IT Security	Yes	No			

237	Executive Order 2016-07	State		Statewide Strategic Information Technology Plan	Yes	Yes	Other service or product our agency must/may provide	Admin to implement Statewide Strategic Information Technology Plan and approve cabinet agencies related 3-year strategic plan, updated annually	
238	2018-19 Approp. Act, Section 117.79	State	Proviso	GP: Broadband Spectrum Lease	No	No			
239	2018-19 Approp. Act, Section 93.18	State	Proviso	DOA: First Responder Interoperability	Yes	Yes	Other service or product our agency must/may provide	Admin to administer and coordinate First Responder Interoperability operations	
240	2018-19 Approp. Act, Section 93.20	State	Proviso	DOA: Cyber Security	Yes	Yes	Other service or product our agency must/may provide	Admin to develop cyber security standards	
241	2018-19 Approp. Act, Section 117.112	State	Proviso	GP: Information Technology and Information Security Plans	Yes	Yes	Other service or product our agency must/may provide	All state agencies submit information technology plan and information security plan to Admin	
242	2018-19 Approp. Act, Section 117.27	State	Proviso	GP: School Technology Initiative (statewide info security program)	Yes	No			
243	2018-19 Approp. Act, Section 117.103	State	Proviso	GP: Technology and Remediation	No	Yes	Other service or product our agency must/may provide	Admin responsible for statewide information security program	
244	S.C. Code § 1-11-10(A)(16)	State	Statute	Transfers SCEIS to Department of Admin	No	No			
245	S.C. Code § 1-11-10(B)(2)	State	Statute	Oversight concerning SCEIS	Yes	Yes	Other service or product our agency must/may provide	Admin to submit Statewide Strategic Information Technology Plan to Admin Director biennially and review IT spending	
246	2018-19 Approp. Act, Section 97.2	State	Proviso	CG: GAAP Implementation and Refinement (references SCEIS)	Yes	Yes	Other service or product our agency must/may provide	SCEIS (Admin) to ensure conformance with Generally Accepted Accounting Principles	
247	2018-19 Approp. Act, Section 98.2	State	Proviso	TREAS: STARS Approval	No	No			
248	S.C. Code Ann. § 1-11-10(A)(1)	State	Statute	Transfer of General Services to Department of Administration	No	No			
249	S.C. Code Ann. § 1-11-115			Use of proceeds of State real property	Yes	Yes	Other service or product our agency must/may provide	Admin to use proceeds from sale of real property to acquire and maintain facilities	
250	S.C. Code Ann. § 10-11-140	State	Statute	Permission to use State House grounds	No	No			
251	S.C. Code Ann. § 10-11-330	State	Statute	Unauthorized entry into Capitol building; disorderly conduct, obstructing passage, demonstrating	No	No			
252	S.C. Code Ann. § 11-9-620	State	Statute	Handling of funds	No	No			Should be SFAA
253	S.C. Code Ann. § 11-9-665(A)	State	Statute	Purchase of real property as investments of certain reserve or sinking funds	No	No			Should be SFAA
254	S.C. Code § 59-19-93	State	Statute	Adoption of procurement code by school district; suspension of distribution of funds	Yes	Yes	Distribution of funds		Should be SFAA
255	S.C. Code Ann. § 1-11-335	State	Statute	Department of Administration may provide to and receive from other governmental entities goods and services	Yes	No			Distribution of funds
256	S.C. Code Ann. § 27-19-340	State	Statute	Disposition of proceeds of escheats	Yes	Yes	Other service or product our agency must/may provide	Admin responsible for opining appropriate reimbursement to Sinking Fund for escheats	
257	S.C. Code Ann. § 44-2-150	State	Statute	Superb Advisory Committee; establishment; purposes; composition; terms, etc.	Yes	Yes	Board, commission, or committee on which someone from our agency must/may serve		Admin provides a committee member
258	S.C. Code Ann. § 12-36-2120	State	Statute	Exemptions from sales tax	No	No			
259	S.C. Code § 44-96-140	State	Statute	Recycling programs of state government	Yes	Yes	Other service or product our agency must/may provide	Admin to establish specifications for recycled materials	
260	2018-19 Approp. Act, Section 66.1	State	Proviso	DPPP: Sale of Equipment	No	No			
261	S.C. Code § 59-67-790	State	Statute	Pupil Injury Insurance Fund (insurance on school buses)	Yes	Yes			Should be SFAA
262	S.C. Code Ann. § 1-11-55	State	Statute	Leasing of real property for governmental bodies	Yes	Yes	Other service or product our agency must/may provide	Admin is the single central broker for leasing of real property of governmental bodies.	
263	S.C. Code Ann. § 1-11-56	State	Statute	Program to manage leasing; procedures	Yes	Yes	Other service or product our agency must/may provide	Admin to develop a program to manage leasing of all public and private space of a governmental body and execute leases or rental agreements involving amounts below the thresholds	
264	S.C. Code Ann. § 1-11-58	State	Statute	Annual inventory and report; review, sale of surplus property	Yes	Yes	Other service or product our agency must/may provide	Admin to manage transfer and sale of State residential and surplus real property	
265	S.C. Code Ann. § 1-11-65	State	Statute	Approval and recordation of real property transfers involving governmental bodies	Yes	Yes	Other service or product our agency must/may provide	Admin to approve transactions involving real property of one million dollars or less.	
266	S.C. Code Ann. § 1-11-67	State	Statute	Rental charges for occupancy of state-controlled office buildings; apportionment amount agency funding sources	Yes	Yes	Other service or product our agency must/may provide	Admin to assess and collect rental charges from agencies that occupy space in State buildings	
267	S.C. Code Ann. § 1-11-70	State	Statute	Lands subject to Department's control	Yes	No			
268	S.C. Code Ann. § 1-11-80	State	Statute	Department authorized to grant easements for public utilities on vacant State lands	Yes	Yes	Other service or product our agency must/may provide	Admin to grant easements and rights of way for construction and maintenance on vacant lands owned by State	
269	S.C. Code Ann. § 1-11-90	State	Statute	Department authorized to grant rights of ways over State marshlands	Yes	Yes	Other service or product our agency must/may provide	Admin to grant agencies and political subdivisions rights of way over marshlands owned by the State	
270	S.C. Code Ann. § 1-11-100	State	Statute	Execution of instruments conveying rights of ways or easements over marshlands or vacant lands	Yes	Yes	Other service or product our agency must/may provide	Admin to authorize, with approvals, deeds conveying rights of way or easements	

271	S.C. Code Ann. § 1-11-110	State	Statute	Authorization of Department to acquire real property by gift, purchase, and condemnation	No	No			
272	S.C. Code Ann. § 1-11-160	State	Statute	Execution by General Services Division of certificates of exemption from taxation on behalf of Political Subdivisions	Yes	Yes	Other service or product our agency must/may provide	Admin to execute a certificate of exemption from taxation	
273	S.C. Code Ann. § 1-11-180	State	Statute	Additional powers of the Department of Administration; condition of state property	Yes	Yes	Other service or product our agency must/may provide	Admin to survey, appraise and inspect state property, approve blanket bonds and contract for an energy utilization management system	MOU to State Auditor
274	S.C. Code Ann. § 2-48-30	State	Statute	Local government entity to provide land for community correctional facility; construction costs; etc.	Yes	Yes	Other service or product our agency must/may provide	Admin to convey land to Dept. of Corrections	
275	S.C. Code Ann. § 5-3-140	State	Statute	Alternate method when entire area proposed to be annexed owned by Federal or State Government	Yes	Yes	Agreement upon terms of consolidation		Should be SFAA
276	S.C. Code Ann. § 5-3-115	State	Statute	Annexation of property within a multicounty park	Yes	Yes	Annexation	1-11-115 / Should be SFAA	Should be SFAA
277	S.C. Code Ann. § 10-1-50	State	Statute	Agencies housed in state office buildings to pay rent; disposition of revenue derived	Yes	Yes	Other service or product our agency must/may provide	Admin to determine square foot rate for rent in new State buildings	
278	S.C. Code § 10-1-105	State	Statute	Buildings constructed with public funds to include windows which may be opened	No	Yes	Other service or product our agency must/may provide	Admin responsible for any exception to requirement that building have windows that open	
279	S.C. Code Ann. § 10-1-130	State	Statute	Grant of easements and rights of way	Yes	Yes	Other service or product our agency must/may provide	Admin to recommend easements and rights of way	
280	S.C. Code Ann. § 10-1-135	State	Statute	Encroachments on state-owned lands of natural significance	No	No			
281	S.C. Code Ann. § 10-1-190	State	Statute	Department of Administration may apply net proceeds from trade of property to the improvement of property	No	Yes	Other service or product our agency must/may provide	Admin to approve the application of net proceeds from trades of state property	
282	S.C. Code Ann. § 11-9-630	State	Statute	Sale of property not in actual public use	Yes	Yes	Sale of property not in actual public use		Should be SFAA
283	S.C. Code Ann. § 12-62-70	State	Statute	Temporary use of underutilized state property by motion picture production company; use of state property for less than seven days	Yes	Yes	Other service or product our agency must/may provide	Admin to negotiate below-market rates for temporary use of underutilized property	
284	S.C. Code Ann. § 13-7-30	State	Statute	Powers and duties of State Fiscal Accountability Authority	Yes	Yes	Powers and duties of State Fiscal Accountability Authority		Should be SFAA
285	S.C. Code Ann. § 25-11-30	State	Statute	Location of office (Division of Veterans' Affairs)	Yes	Yes	Other service or product our agency must/may provide	Admin provides space in Columbia for Division of Veterans' Affairs	
286	S.C. Code Ann. § 25-19-20	State	Statute	Commission attached to Department of Veterans' Affairs; location of commission	Yes	Yes	Other service or product our agency must/may provide	Admin provides Space in Columbia for Prisoners of War Commission	
287	S.C. Code Ann. § 27-19-100	State	Statute	Land may be bid in or purchased by Department of Administration; disposition of such lands	Yes	Yes	Other service or product our agency must/may provide	Admin to rent or sell escheated property	
288	S.C. Code Ann. § 27-19-310	State	Statute	Duties of escheator devolved upon Secretary of State as agent of Department of Administration	Yes	Yes	Other service or product our agency must/may provide	Admin to provide direction and control of the Secretary of State for his/her escheator duties	
289	S.C. Code Ann. § 27-19-360	State	Statute	Reports of Secretary of State and Department of Administration	No	No			
290	S.C. Code Ann. § 44-20-255	State	Statute	Ownership of property confirmed in Department of Disabilities and Special Needs; retention of subsequent sales proceeds	Yes	Yes			Outdated and superseded by proviso
291	S.C. Code Ann. § 44-31-510	State	Statute	State Park Health Center transferred to Department of Health and Environmental Control; title to real property vested in State	Yes	Yes	Other service or product our agency must/may provide	Admin to administer title to real property	
292	S.C. Code Ann. § 44-53-530	State	Statute	Forfeiture procedures; disposition of forfeited items; disposition of proceeds of sales	Yes	Yes	Other service or product our agency must/may provide	Admin to approve use and retainage of seized and forfeited aircraft or watercraft transferred to other state agency; also the sale of seized property transferred to it and to authorize payment of expenses	
293	S.C. Code Ann. § 48-52-680(c)	State	Statute	Identification of "energy efficient" goods; energy conservation standards; building specifications	Yes	Yes	Other service or product our agency must/may provide	Admin to evaluate energy costs for buildings leased by governmental bodies	
294	S.C. Code Ann. § 54-3-119 (See also proviso 117.107)	State	Statute	Sale of property on Daniel Island and Thomas (St. Thomas) Island; rights of first refusal granted certain former landowners	Yes	Yes	Other service or product our agency must/may provide	If Ports Authority has not sold its real property on Daniel Island by 6/30/18, property to be transferred to Admin	Contingent
295	S.C. Code Ann. § 54-3-700	State	Statute	Sale of property; conditions and requirements of sale (Port Royal) - SALE CLOSED Sept. 2017	Yes	Yes	Other service or product our agency must/may provide	Admin to sell Port Royal property, deduct actual costs incurred, and transmit balance of proceeds to the authority	
296	S.C. Code Ann. § 54-7-640	State	Statute	Custodians of submerged archaeological historic property and artifacts, submerged paleontological material, and other things of value	Yes	Yes	Other service or product our agency must/may provide	Admin is custodian of any other things of value not provided for in this section	
297	S.C. Code Ann. § 54-7-650	State	Statute	Licenses to conduct activities affecting submerged archeological historic properties or paleontological properties; disposition of recovered property; permission to recover other property	Yes	Yes	Other service or product our agency must/may provide	Admin must permission when any persons desire to recover anything of value other than submerged archeological historic property or submerged paleontological property	
298	S.C. Code Ann. § 54-7-815	State	Statute	Excavation or salvage of certain sunken warships unlawful	Yes	Yes	Other service or product our agency must/may provide	Admin to approve any excavating or salvaging of sunken warships within 3 miles off SC coast where it is believed there are human remains	
299	S.C. Code Ann. § 59-53-53	State	Statute	Borrowing by area commissions; special fees; disposing of excess real property	Yes	Yes	Other service or product our agency must/may provide	Admin, if appropriate, to approve the disposal of real properties determined by governing body of each technical college to be in excess.	
300	S.C. Code § 59-53-1784 (Midlands Tech)	State	Statute	Lease agreements for construction and use of Enterprise Campus facilities; procurement policy; disposal of surplus property	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to approve leases and lease purchase agreements on Midlands Tech enterprise campus.	

301	S.C. Code Ann. § 59-53-290 (Tri County Tech)	State	Statute	Tri-County Technical College Area Commission ground lease agreements	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to approve Tri-County Tech's ground lease agreements with a private entity.
302	S.C. Code Ann. § 59-53-630 (Denmark Tech)	State	Statute	Powers and funding of commission; ground lease agreements	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to approve Denmark Tech's ground lease agreements with a private entity.
303	S.C. Code Ann. § 59-53-2430 (Tech College Enterprise Authority)	State	Statute	Lease and lease purchase agreements; approval; compliance with Title 11, Chapter 35 and Section 1-11-65	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to approve leases and lease purchase agreements on Technical College enterprise campus.
304	S.C. Code Ann. § 59-53-740 (Florence-Darlington Tech)	State	Statute	Lease agreements for creation, operation or use of campus facilities; approval	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to approve Florence-Darlington Tech's ground lease agreements with a private entity.
305	S.C. Code Ann. § 59-117-65 (USC)	State	Statute	University of South Carolina Board of Trustees; authority to enter into ground lease agreements	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to approve USC's lease agreements with a private entity for student housing.
306	S.C. Code Ann. § 59-125-130 (Winthrop)	State	Statute	Winthrop University Board of Trustees; authority to enter into ground lease agreements	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to approve Winthrop's lease agreements with a private entity for student housing.
307	S.C. Code Ann. § 59-127-85 (SC State)	State	Statute	South Carolina State University Board of Trustees; authority to enter into ground lease agreements	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to approve SC State's ground lease agreements with a private entity for student housing.
308	S.C. Code Ann. § 59-130-60 (College of Charleston)	State	Statute	College of Charleston Board of Trustees; authority to enter into ground lease agreements	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to approve CofC's lease agreements with a private entity for student housing.
309	S.C. Code Ann. § 59-133-60 (Francis Marion)	State	Statute	Student housing facilities; ground lease agreements with private entities	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to approve Francis Marion's ground lease agreements with a private entity for student housing.
310	S.C. Code Ann. § 44-7-3110	State	Statute	Lease and sale of certain assets; terms and conditions	Yes	Yes	Other service or product our agency must/may provide	Admin to cause the lease and purchase agreements regarding Medical University Hospital to contain certain provisions and reviewing the consideration paid by private operators
311	S.C. Code Ann. § 59-123-60 (MUSC)	State	Statute	Organization and powers of board; designation as Medical University Hospital Authority	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to approve sale, lease or other disposal of MUSC's real property
312	S.C. Code Ann. § 59-101-180	State	Statute	Sale and disposal of real property	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to approve college's and higher ed's real property.
313	S.C. Code Ann. § 59-117-80 (USC)	State	Statute	Board authorized to lease or sell real property donated during fund campaign	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to approve USC's lease or sale of donated real property
314	S.C. Code Ann. § 59-130-30	State	Statute	Powers of board (College of Charleston)	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to consent to CoC to sell or dispose of any of its real estate, other than buildings
315	S.C. Code Ann. § 59-133-30	State	Statute	Powers of board (Francis Marion)	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to consent to Francis Marion to sell or dispose of any of its real estate, other than buildings
316	S.C. Code Ann. § 59-135-30	State	Statute	Powers of board (Lander)	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to consent to Lander to sell or dispose of any of its real estate, other than buildings
317	S.C. Code Ann. § 59-136-130	State	Statute	Board a body corporate and politic; powers of board (Coastal Carolina)	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to consent to Coastal Carolina to sell or dispose of any of its real estate, other than buildings
318	S.C. Code Ann. § 59-130-50	State	Statute	Authority to sell or lease donated real property (College of Charleston)	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to approve CoC's lease or sale of donated real property
319	S.C. Code Ann. § 59-133-50	State	Statute	Authority to sell or lease donated real property (Francis Marion)	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to approve Francis Marion's lease or sale of donated real property
320	S.C. Code Ann. § 59-135-50	State	Statute	Authority to sell or lease donated real property (Lander)	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to approve Lander's lease or sale of donated real property
321	S.C. Code Ann. § 59-136-150	State	Statute	Lease or sale of real property donated to university; proceeds (Coastal Carolina)	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA, as appropriate, to approve Coastal Carolina's lease or sale of donated real property
322	S.C. Code of Regs. 19-447.1000	State	Regulation	Leasing of Real Property	Yes	Yes	Other service or product our agency must/may provide	Admin must approve any governmental body's contract for lease, rental or use of non state-owned real property
323	2018-19 Approp. Act, Section 93.19	State	Proviso	DOA: Sale of Surplus Real Property	Yes	Yes	Other service or product our agency must/may provide	Admin to retain up to 50% of the proceeds, net of selling expenses, from sale of surplus real properties and use for deferred maintenance of state-owned buildings.
324	2018-19 Approp. Act, Section 6.10	State	Proviso	SDB: Sale of Property	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA to approve sale of property for School of Deaf and Blind
325	2018-19 Approp. Act, Section 29.6	State	Proviso	MUSM: Remittance to General Services	Yes	No		
326	2018-19 Approp. Act, Section 36.2	State	Proviso	DDSN: Sale of Excess Real Property	Yes	No		

327	2018-19 Approp. Act, Section 67.7	State	Proviso	DJJ: Sale of Real Property	Yes	Yes	Other service or product our agency must/may provide	Admin or SFAA to approve Dept of Juvenile Justice's property	
328	2018-19 Approp. Act, Section 117.106	State	Proviso	GP: State Ports Authority Property	Yes	Yes	Other service or product our agency must/may provide	If Ports Authority has not sold its real property on Daniel Island by 6/30/18, except for dredge disposal cells, the property is to be transferred to Admin. (See also 2018-19 proviso 117.106 extending date to 6/30/2019.)	Contingent
329	2018-19 Approp. Act, Section 118.2	State	Proviso	SR: Titling of Real Property	Yes	Yes	Other service or product our agency must/may provide	Admin to identify all state owned properties; also Admin to provide Dept of Education the funds equal to amount realized from sale of Greenville Halton Road Bus Shop property	
330	Executive Order 2016-06	State		Ordering State Real Estate Plan	Yes	Yes	Other service or product our agency must/may provide	Admin to implement the comprehensive strategic plan for the ownership and management of real property	
331	S.C. Code Ann. § 1-11-141(C)	State	Statute	Insurance on state-owned vehicles by agencies; liability of employees for cost of accident repairs	No	No			
332	S.C. Code Ann. § 10-1-10	State	Statute	Care of State House and State House Grounds	Yes	Yes	Other service or product our agency must/may provide	Admin to landscape, cultivate, beautify, police, protect and care for State House and State House grounds and have full authority over them	
333	S.C. Code Ann. § 10-1-20	State	Statute	Annual report as to care of State House and State House grounds	Yes	Yes	Report our agency must/may provide		
334	S.C. Code Ann. § 10-1-30	State	Statute	Use of areas of the State House	Yes	Yes	Other service or product our agency must/may provide	Admin to authorize use of the State House, the State House steps and grounds, and other public buildings, with some exceptions	
335	S.C. Code Ann. § 10-1-160	State	Statute	Display of certain flags	Yes	Yes	Other service or product our agency must/may provide	Admin to purchase and display suitable flags for display at State House locations	
336	S.C. Code Ann. § 1-10-10	State	Statute	Flags to be authorized to be flown atop State House dome, in chambers of Senate and House of Representatives and on grounds of Capitol Complex, etc.	Yes	Yes	Other service or product our agency must/may provide	Admin to ensure authorized flags are placed as directed and replaced at appropriate intervals	
337	See also S.C. Code Ann. § 10-1-161 generally	State	Statute	State Capitol Building flags flown at half-staff	Yes	Yes	Other service or product our agency must/may provide	Specifies when State Capitol Building flags are flown at half-staff	Veterans Affairs
338	S.C. Code Ann. § 10-1-163	State	Statute	Location of portraits, flags, banners, monuments, statues, and plaques removed from State House during renovations; payment of costs of removal and return	Yes	Yes	Other service or product our agency must/may provide	Admin responsible for costs for display, cleaning, and restoration of portraits, flags, banners, monuments, statues and plaques on or in State House, with two exceptions	
339	S.C. Code Ann. § 10-1-170	State	Statute	Memorial in honor of South Carolina war dead, prisoners of war, servicemen missing in action, and veterans	Yes	No			Task completed
340	S.C. Code Ann. § 10-1-175	State	Statute	Law enforcement officer memorial	Yes	No			Task completed
341	S.C. Code Ann. § 10-1-200	State	Statute	Regulation of parking facilities owned or controlled by agencies of state government	Yes	Yes	Other service or product our agency must/may provide	Admin to establish and collect a schedule of charges for the use of parking facilities in Capitol Complex etc.	
342	S.C. Code Ann. § 10-11-10	State	Statute	Walking on roof of State House	No	Yes	Other service or product our agency must/may provide	Admin to give permission to enter or walk upon the roof of the State House	
343	S.C. Code Ann. § 10-11-50	State	Statute	Manner of parking on certain state property	No	Yes	Other service or product our agency must/may provide	Admin to mark and designate parking spaces on certain state property	
344	S.C. Code Ann. § 10-11-110	State	Statute	Issuance and use of parking tickets	Yes	Yes	Other service or product our agency must/may provide	Admin to prepare and furnish changes to the type of parking ticket used by the City of Columbia	
345	2018-19 Approp. Act, Section 93.13	State	Proviso	DOA: State House Operation and Maintenance Account	Yes	Yes	Report our agency must/may provide		
346	S.C. Code Ann. § 3-9-10	State	Statute	Authority and duties of Division of General Services of Department of Administration	Yes	Yes	Other service or product our agency must/may provide	Admin to acquire, warehouse and distribute property for education, public health or civil defense from a federal agency; also to receive applications from eligible health and educational institutions for acquisition of Federal surplus real property	
347	S.C. Code Ann. § 3-9-20	State	Statute	Delegation of authority; bonds	No	Yes	Other service or product our agency must/may provide	Admin may require bond of any person employed by the Division of General Services receiving or distributing US property.	
348	S.C. Code Ann. § 3-9-30	State	Statute	Fees and charges	No	Yes	Other service or product our agency must/may provide	Admin to assess charges or fees for the acquisition, warehousing, distribution, or transfer of US property for educational, public health, or civil defense purposes	
349	S.C. Code Ann. § 3-9-40	State	Statute	Kinds of acquisitions to which chapter is not applicable	No	No			
350	Title 11, Chapter 35, Article 15	State	Statute	Supply Management	Yes	Yes	Other service or product our agency must/may provide	Admin to dispose of surplus property	
351	S.C. Code of Regs. 19-445.2150	State	Regulation	Surplus Property Management	Yes	Yes	Other service or product our agency must/may provide	Admin to dispose of surplus property	
352	S.C. Code Ann. § 11-35-3820	State	Statute	Allocation of proceeds for sale or disposal of surplus supplies	Yes	Yes	Other service or product our agency must/may provide	Admin to sell state-owned supplies or personal property and deposit the proceeds in the state general fund or as otherwise directed	
353	S.C. Code Ann. § 11-35-3830	State	Statute	Trade-in sales	No	No			
354	S.C. Code Ann. § 11-35-3850	State	Statute	Sale of unserviceable supplies	No	No			

355	10 U.S.C. Section 2576a	Federal	Statute	Excess personal property; sale or donation for law enforcement	No	No			
356	10 U.S.C. Section 280	Federal	Statute	Enhancement of cooperation with civilian law enforcement officials	No	No			
357	Executive Order 13688	Federal		Federal Support for Local Law Enforcement Equipment Acquisition	No	No			
358	Part 102.37, Subpart B (102-37.90 - 102.37-100)	Federal	Regulation	Donation of Surplus Personal Property; General Services Administration (GSA)	No	No			
359	Part 102-37, Subpart D (102-37.130 - 102.37-370)	Federal	Regulation	Donation of Surplus Personal Property; State Agency for Surplus Property	No	Yes	Other service or product our agency must/may provide	Admin, as the state agency for surplus property, is responsible for donation of surplus property	
360	S.C. Code § 1-11-10(A)(17)	State	Statute	Transferring the Nuclear Advisory Council into Dept. of Admin.	No	No			
361	2018-19 Approp. Act, Section 93.22	State	Proviso	DOA: Nuclear Advisory Council	No	No			
362	S.C. Code § 1-11-10(A)	State	Statute	Transfer of OEPP Programs to Department of Administration	No	No			
363	Executive Order 2015-16	State		Reestablishing the SC Developmental Disabilities Council	Yes	Yes	Other service or product our agency must/may provide	Admin houses the program to support the Developmental Disabilities Council and acts as the Designated State Agency	TBD as of 7/1/19
364	42 U.S.C.A. § 15025	Federal	Statute	State Councils on Developmental Disabilities and designated State agencies	Yes	Yes	Other service or product our agency must/may provide	Admin serves as the designated state agency	TBD as of 7/1/19
365	2018-19 Approp. Act, Section 93.1	State	Proviso	DOA: Developmental Disabilities Council	Yes	Yes	Other service or product our agency must/may provide	Of the funds appropriated to Admin OEPP, \$50,000 must be used as state match for the Developmental Disabilities federal grant.	TBD as of 7/1/19
366	2018-19 Approp. Act, Section 93.16	State	Proviso	DOA: Local Provider Health Insurance	Yes	Yes	Distribute funding to another entity		
367	2018-19 Approp. Act, Section 93.2	State	Proviso	DOA: CCRS Evaluations and Placements	Yes	Yes	Distribute funding to another entity		
368	2018-19 Approp. Act, Section 93.3	State	Proviso	DOA: CCRS Significant Fiscal Impact	No	No			
369	S.C. Code Ann. § 63-11-1510	State	Statute	System established (interagency system for caring for emotionally disturbed children	Yes	Yes	Other service or product our agency must/may provide	Admin to establish Interagency System for Caring for Emotionally Disturbed Children	TBD as of 7/1/19
370	S.C. Code of Regulations § 31-10	State	Regulation	Office of the Governor - Continuum of Care for Emotionally Disturbed Children Division	Yes	Yes	Other service or product our agency must/may provide	Minimum eligibility requirements and application process for selection as a client of CoC	DCA as of 7/1/19
371	2018-19 Approp. Act, Section 35.1	State	Proviso	DMH: Patient Fee Account	No	No			
372	2018-19 Approp. Act, Section 93.8	State	Proviso	DOA: Continuum of Care Carry Forward	No	No			
373	2018-19 Approp. Act, Section 102.3	State	Proviso	RFAO: SC Health and Human Services Data Warehouse	Yes	Yes	Report our agency must/may provide		
374	2018-19 Approp. Act, Section 117.17	State	Proviso	GP: Replacement of Personal Property	Yes	Yes	Other service or product our agency must/may provide	Admin's Continuum of Care to replace the personal property of an employee which has been damaged or destroyed by a client while in custody of the agency	DCA as of 7/1/19
375	2018-19 Approp. Act, Section 117.24	State	Proviso	GP: TEFRA-Tax Equity and Fiscal Responsibility Act	Yes	Yes	Other service or product our agency must/may provide	Admin's Continuum of Care, collectively with other agencies, to review and identify existing state appropriations in their budgets that can be used as state match to serve children.	DCA as of 7/1/19
376	2018-19 Approp. Act, Section 93.6	State	Proviso	DOA: Foster Care - Private Foster Care Reviews	Yes	Yes	Other service or product our agency must/may provide	Admin's Division of Foster Care may restructure its programs, including suspending reviews of children privately placed in private foster care.	DCA as of 7/1/19
377	2018-19 Approp. Act, Section 102.3	State	Proviso	RFAO: SC Health and Human Services Data Warehouse	Yes	Yes	Report our agency must/may provide		
378	S.C. Code Ann. § 11-35-5010	State	Statute	Assistance to Minority Businesses	Yes	No			
379	S.C. Code Ann. § 11-35-5210	State	Statute	Assistance to Minority Businesses	Yes	Yes	Report our agency must/may provide		
380	42 U.S.C.A. § 5106	Federal	Statute	Grants to States...	Yes	Yes	Other service or product our agency must/may provide	Grants to States for child abuse or neglect prevention and treatment programs	
381	2018-19 Approp. Act, Section 93.7	State	Proviso	DOA: Guardian Ad Litem Program	Yes	Yes	Other service or product our agency must/may provide	Admin to administer GAL's program and funds separately from other programs within the Division of Childrens Services	DCA as of 7/1/19
382	2018-19 Approp. Act, Section 11.9	State	Proviso	CHE: Tuition Age (appeal to Division of VA)	Yes	Yes	Other service or product our agency must/may provide	Admin to handle appeals on age limitation by children of certain war veterans	
383	2018-19 Approp. Act, Section 93.10	State	Proviso	DOA: M.J. "Dolly" Cooper Veterans Cemetery Carry Forward	Yes	Yes	Other service or product our agency must/may provide	Admin to carry forward unexpended funds and use for cemetery or Veterans Affairs program	
384	2018-19 Approp. Act, Section 93.12	State	Proviso	DOA: Veterans Affairs Budget Reduction Exemption	No	No			
385	2018-19 Approp. Act, Section 113.1	State	Proviso	AS-TREAS: Veterans Affairs Aid to Counties (county VA offices)	No	No			
386	2018-19 Approp. Act, Section 117.40	State	Proviso	GP: Department of Administration, OEPP, Veterans Affairs	Yes	Yes	Other service or product our agency must/may provide	Admin to appoint an additional claims representative in Division of Veterans Affairs who also specializes in specific needs and diseases associated with veterans of the Vietnam era	

387	S.C. Code Ann. § 43-45-10, et.seq.	State	Statute	Community Economic Opportunity Act of 1983	Yes	Yes	Distribute funding to another entity		
388	S.C. Code Ann. § 48-52-440	State	Statute	State Energy Office; distribution of federal funds; plans for use of funds	No	No			Office of Regulatory Staff
389	42 U.S.C.A. §§ 9901-9926	Federal	Statute	Community Services Block Grant	Yes	Yes	Other service or product our agency must/may provide	Admin Office of Economic Opportunity (OEO) to administer federal Community Service Block Grant & distribute funds for local initiatives	
390	42 U.S.C.A. §§ 8621-8630	Federal	Statute	Low-Income Home Energy Assistance	Yes	Yes	Other service or product our agency must/may provide	Admin OEO to administer federal Low-Income Home Energy Assistance grant and distribute funds for local initiatives	
391	42 U.S.C.A. §§ 6861-6873	Federal	Statute	Weatherization Assistance for Low-Income Persons	Yes	Yes	Other service or product our agency must/may provide	Admin OEO to administer federal Weatherization Assistance Program grant and distribute funds for local initiatives	
392	10 C.F.R. § 440, et.seq.	Federal	Regulation	Weatherization Assistance for Low-Income Persons	Yes	Yes	Other service or product our agency must/may provide	Admin OEO to administer federal Weatherization Assistance Program grant and distribute funds for local initiatives	
393	10 C.F.R. § 600, et.seq.	Federal	Regulation	Financial Assistance Rules	No	Yes	Distribute funding to another entity		
394	42 U.S.C. § 11371, et.seq.	Federal	Statute	Emergency Solutions Grant Program	Yes	Yes	Other service or product our agency must/may provide	Admin OEO to administer federal Emergency Solutions Grants Program and distribute funds for local initiatives	
395	24 C.F.R. § 576, et.seq.	Federal	Regulation	Emergency Solutions Grant Program	No	Yes	Other service or product our agency must/may provide	Admin OEO to administer federal Emergency Solutions Grants Program and distribute funds for local initiatives	
396	S.C. Code § 1-7-85	State	Statute	Reimbursement of costs in representing State...	Yes	Yes	Other service or product our agency must/may provide	"Budget and Control Board" to approve reimbursement of costs to AGO	Admin or SFAA
397	S.C. Code § 1-7-160	State	Statute	Hiring of attorneys	Yes	Yes	Other service or product our agency must/may provide	"Budget and Control Board" to approve exception to AGO supervising state agency attorneys	Admin or SFAA
398	S.C. Code § 1-7-170	State	Statute	Engaging attorney on fee basis	No	No			
399	S.C. Code § 1-11-23	State	Statute	Filling vacancy in position of Director of Budget Division	No	No			
400	S.C. Code § 1-11-420	State	Statute	Reports to State Budget and Control Board	Yes	Yes	Other service or product our agency must/may provide	"Reports to State Budget and Control Board"	Admin or SFAA
401	S.C. Code § 1-11-470	State	Statute	Limitations on use of funds appropriated by General Assembly	Yes	Yes	Other service or product our agency must/may provide	"Budget and Control Board" to approve funds for advertisements, promotional material, plaques, etc.	Admin or SFAA
402	S.C. Code § 1-25-70	State	Statute	Powers of project managing agency to contract; effect of such power	N/A	N/A			Obsolete
403	S.C. Code § 2-7-65	State	Statute	Agencies, departments and institutions to justify amount of requested appropriations	Yes	Yes	Other service or product our agency must/may provide	"Budget and Control Board" to require each state agency to submit purpose/objectives/quantitative measurements for each program	N/A
404	S.C. Code § 2-7-69	State	Statute	Inclusion of new positions in general appropriations act	Yes	Yes	Other service or product our agency must/may provide	"Budget and Control Board" may authorize state agency to exceed the number of positions authorized by Approp. Act	
405	S.C. Code § 2-7-75	State	Statute	Funds to be used in fiscal year for which they are appropriated...	Yes	Yes	Other service or product our agency must/may provide	"Budget and Control Board" to authorize transfer of appropriated funds	EBO or SFAA
406	S.C. Code § 2-13-240	State	Statute	Distribution of the Code of Laws of South Carolina, 1976	No	No		References "Budget and Control Board"	
407	S.C. Code § 8-11-170	State	Statute	Agency head dually employed by another state agency	Yes	Yes	Other service or product our agency must/may provide	"Budget and Control Board" and Agency Head Salary Commission to approve agency head dual employment	Admin or SFAA
408	S.C. Code § 8-11-186	State	Statute	Reporting interim new full-time employment positions	No	No		References "Budget and Control Board"	
409	S.C. Code Ann. § 8-11-195	State	Statute	State employee furlough policies	Yes	Yes	Other service or product our agency must/may provide	Admin HR authorized to create and operate a reduction in force applicant pool	Admin or SFAA
410	S.C. Code § 10-1-180	State	Statute	Expenditure of funds by state agency subject to approval and regulation of State Budget and Control Board	Yes	Yes	Other service or product our agency must/may provide	"Budget and Control Board" to approve and regulate expenditure of funds by any state agency, except SCDOT permanent improvements.	Admin or SFAA
411	S.C. Code § 11-11-15	State	Statute	Budget functions devolved on Governor; Budget Office to assist	Yes	Yes	Other service or product our agency must/may provide	"Budget and Control Board" functions in preparation and submission to General Assembly of recommended state budget are devolved upon the Governor; Admin's EBO to assist the Governor is preparing budget recommendations.	
412	S.C. Code § 11-11-180	State	Statute	Declaration of operating deficit; meeting to address deficit; borrowing of surpluses authorized	Yes	Yes		References "Budget and Control Board"	Should be SFAA
413	S.C. Code § 11-11-320	State	Statute	Capital Reserve Fund	Yes	Yes			In cooperation with the Comptroller General
414	S.C. Code § 11-51-110	State	Statute	Resolution by State Budget and Control Board authorizing issuance	Yes	Yes		References "Budget and Control Board"	Should be SFAA
415	S.C. Code § 12-10-100	State	Statute	Criteria for determination and selection of qualifying businesses and for approval	No	No			
416	S.C. Code § 13-1-1460	State	Statute	Approval of State Fiscal Accountability Authority as prerequisite to issuance of bonds	No	No		References "Budget and Control Board"	
417	S.C. Code § 38-57-45	State	Statute	Use of state seal prohibited in advertising or promotion unless expressly authorized	Yes	Yes	Other service or product our agency must/may provide	"Budget and Control Board" to approve use of state seal	Should be SFAA
418	S.C. Code § 50-5-2720	State	Statute	Audits (Compact Commission)	No	No		References "Budget and Control Board"	Should be SFAA

419	S.C. Code § 51-1-60	State	Statute	Powers and duties of department (PRT)	Yes	Yes	Other service or product our agency must/may provide	"Budget and Control Board" to approve purchase or disposal of real estate	Admin or SFAA
420	S.C. Code § 58-3-580	State	Statute	Organization of and allocation of staff to commission on Office of Regulatory Staff	Yes	Yes	Other service or product our agency must/may provide	"Budget and Control Board" to assign through transfer both the position and appropriation of position to Public Service Commission or Office of Regulatory Staff	Admin or SFAA
421	S.C. Code § 59-7-50	State	Statute	Contributions; lease or sale of use of facilities, equipment...(ETV)	Yes	Yes	Other service or product our agency must/may provide	"Budget and Control Board" to approve acceptance and use of contributions to ETV	Admin or SFAA
422	S.C. Code § 59-150-355	State	Statute	Education lottery appropriations and uses	Yes	Yes	Other service or product our agency must/may provide	"Budget and Control Board" to transfer appropriated funds from the Education Lottery Account	
423	S.C. Code § 63-19-360	State	Statute	Institutional services (DJJ)	Yes	Yes	Other service or product our agency must/may provide	Dept of Juvenile Justice to provide report by 1993 to "Budget and Control Board"	
424	S.C. Code Ann. § 8-1-190	State	Statute	Pilot programs to create innovation in state government	Yes	Yes	Other service or product our agency must/may provide	"Budget and Control Board" to enter into pilot programs with agencies to create innovations in state government and monitor the findings and results of such programs	
425	S.C. Code § 49-19-520	State	Statute	Electing supervisors (Drainage Districts)	N/A	N/A			Functionally obsolete
426	S.C. Code § 49-19-530	State	Statute	Electing supervisors (Drainage Districts)	N/A	N/A			Functionally obsolete
427	S.C. Code § 49-19-540	State	Statute	Electing supervisors (Drainage Districts)	N/A	N/A			Functionally obsolete
428	S.C. Code § 49-19-550	State	Statute	Electing supervisors (Drainage Districts)	N/A	N/A			Functionally obsolete
429	S.C. Code § 49-19-560	State	Statute	Electing supervisors (Drainage Districts)	N/A	N/A			Functionally obsolete
430	S.C. Code Ann. § 8-11-210	State	Statute	Personnel Administration establishes the State Personnel Division under the Department of Administration	Yes	Yes	Other service or product our agency must/may provide	Admin will administer a comprehensive system of personnel administration	
431	S.C. Code Ann. § 8-11-220	State	Statute	Personnel Administration establishes the State Personnel Division under the Department of Administration	Yes	Yes	Other service or product our agency must/may provide	Admin will administer a comprehensive system of personnel administration	
432	S.C. Code Ann. § 8-11-230	State	Statute	Personnel Administration establishes the State Personnel Division under the Department of Administration	Yes	Yes	Other service or product our agency must/may provide	Admin will administer a comprehensive system of personnel administration	
433	S.C. Code Ann. § 8-11-240	State	Statute	Personnel Administration establishes the State Personnel Division under the Department of Administration	Yes	Yes	Other service or product our agency must/may provide	Admin will administer a comprehensive system of personnel administration	
434	S.C. Code Ann. § 8-11-250	State	Statute	Personnel Administration establishes the State Personnel Division under the Department of Administration	Yes	Yes	Other service or product our agency must/may provide	Admin will administer a comprehensive system of personnel administration	
435	S.C. Code Ann. § 8-11-260	State	Statute	Personnel Administration establishes the State Personnel Division under the Department of Administration	Yes	Yes	Other service or product our agency must/may provide	Admin will administer a comprehensive system of personnel administration	
436	S.C. Code Ann. § 8-11-270	State	Statute	Personnel Administration establishes the State Personnel Division under the Department of Administration	Yes	Yes	Other service or product our agency must/may provide	Admin will administer a comprehensive system of personnel administration	
437	S.C. Code Ann. § 8-11-271	State	Statute	Personnel Administration establishes the State Personnel Division under the Department of Administration	Yes	Yes	Other service or product our agency must/may provide	Admin will administer a comprehensive system of personnel administration	
438	S.C. Code Ann. § 8-11-280	State	Statute	Personnel Administration establishes the State Personnel Division under the Department of Administration	Yes	Yes	Other service or product our agency must/may provide	Admin will administer a comprehensive system of personnel administration	
439	S.C. Code Ann. § 8-11-290	State	Statute	Personnel Administration establishes the State Personnel Division under the Department of Administration	Yes	Yes	Other service or product our agency must/may provide	Admin will administer a comprehensive system of personnel administration	
440	S.C. Code Ann. § 8-11-300	State	Statute	Personnel Administration establishes the State Personnel Division under the Department of Administration	Yes	Yes	Other service or product our agency must/may provide	Admin will administer a comprehensive system of personnel administration	
441	S.C. Code Ann. §8-17-310	State	Statute	State Employee Grievance Procedure	Yes	Yes	Other service or product our agency must/may provide	Admin will administer the state employee grievance process	
442	S.C. Code Ann. §8-17-320	State	Statute	State Employee Grievance Procedure	Yes	Yes	Other service or product our agency must/may provide	Admin will administer the state employee grievance process	
443	S.C. Code Ann. §8-17-330	State	Statute	State Employee Grievance Procedure	Yes	Yes	Other service or product our agency must/may provide	Admin will administer the state employee grievance process	
444	S.C. Code Ann. §8-17-340	State	Statute	State Employee Grievance Procedure	Yes	Yes	Other service or product our agency must/may provide	Admin will administer the state employee grievance process	
445	S.C. Code Ann. §8-17-345	State	Statute	State Employee Grievance Procedure	Yes	Yes	Other service or product our agency must/may provide	Admin will administer the state employee grievance process	
446	S.C. Code Ann. §8-17-350	State	Statute	State Employee Grievance Procedure	Yes	Yes	Other service or product our agency must/may provide	Admin will administer the state employee grievance process	
447	S.C. Code Ann. §8-17-360	State	Statute	State Employee Grievance Procedure	Yes	Yes	Other service or product our agency must/may provide	Admin will administer the state employee grievance process	
448	S.C. Code Ann. §8-17-370	State	Statute	State Employee Grievance Procedure	Yes	Yes	Other service or product our agency must/may provide	Admin will administer the state employee grievance process	
449	S.C. Code Ann. §8-17-375	State	Statute	State Employee Grievance Procedure	Yes	Yes	Other service or product our agency must/may provide	Admin will administer the state employee grievance process	
450	S.C. Code Ann. §8-17-380	State	Statute	State Employee Grievance Procedure	Yes	Yes	Other service or product our agency must/may provide	Admin will administer the state employee grievance process	
451	S.C. Code of Regs.19-200	State	Regulation	Standards for Implementation, Operation and Funding of 911 Local Emergency Telephone Services Systems	Yes	Yes	Other service or product our agency must/may provide	Admin to review and approve agencies 9-1-1 system plans and approve annual calculation of average 911 surcharges	
452	S.C. Code of Regs.19-201	State	Regulation	Information Resource Management - Application	Yes	Yes	Other service or product our agency must/may provide	Admin to review and approve agencies 9-1-1 system plans and approve annual calculation of average 911 surcharges	

453	S.C. Code of Regs.19-202	State	Regulation	Information Resource Management - Review and Approval	Yes	Yes	Other service or product our agency must/may provide	Admin to review and approve agencies 9-1-1 system plans and approve annual calculation of average 911 surcharges	
454	S.C. Code of Regs.19-203	State	Regulation	Information Resource Management - Application Information Requirements	Yes	Yes	Other service or product our agency must/may provide	Admin to review and approve agencies 9-1-1 system plans and approve annual calculation of average 911 surcharges	
455	S.C. Code of Regs.19-204	State	Regulation	Information Resource Management - Commercial Mobile Radio System Surcharge	Yes	Yes	Other service or product our agency must/may provide	Approval	Language needs updating to reflect correct agency name
456	S.C. Code § 58-9-2600	State	Statute	Purpose of article (Government-owned Communications Service Providers)	No	No			
457	S.C. Code § 58-9-2610	State	Statute	Purpose of article (Government-owned Communications Service Providers)	No	No			
458	S.C. Code § 58-9-2620	State	Statute	Purpose of article (Government-owned Communications Service Providers)	No	No			
459	S.C. Code § 58-9-2630	State	Statute	Purpose of article (Government-owned Communications Service Providers)	No	No			
460	S.C. Code § 58-9-2650	State	Statute	Purpose of article (Government-owned Communications Service Providers)	No	No			
461	S.C. Code § 58-9-2660	State	Statute	Purpose of article (Government-owned Communications Service Providers)	No	No			
462	S.C. Code § 58-9-2670	State	Statute	Purpose of article (Government-owned Communications Service Providers)	No	No			
463	S.C. Code § 58-9-2689	State	Statute	Purpose of article (Government-owned Communications Service Providers)	No	No			
464	S.C. Code Ann. § 11-53-10	State	Statute	South Carolina Enterprise Information System	Yes	Yes	Other service or product our agency must/may provide	Admin responsible for SCEIS implementation and operations	
465	S.C. Code Ann. § 11-53-20	State	Statute	South Carolina Enterprise Information System	Yes	Yes	Other service or product our agency must/may provide	Admin responsible for SCEIS implementation and operations	
466	S.C. Code Ann. § 11-53-30	State	Statute	South Carolina Enterprise Information System	Yes	Yes	Other service or product our agency must/may provide	Admin responsible for SCEIS implementation and operations	
467	S.C. Code Ann. § 1-11-220	State	Statute	Program of Fleet Management; Fleet Management Program	Yes	Yes	Other service or product our agency must/may provide	Admin to develop comprehensive state Fleet Management Program; also implement statewide Fleet Safety Program	
468	S.C. Code Ann. § 1-11-225	State	Statute	Program of Fleet Management; Fleet Management Program	Yes	Yes	Other service or product our agency must/may provide	Admin to develop comprehensive state Fleet Management Program; also implement statewide Fleet Safety Program	
469	S.C. Code Ann. § 1-11-250	State	Statute	Program of Fleet Management; Fleet Management Program	Yes	Yes	Other service or product our agency must/may provide	Admin to develop comprehensive state Fleet Management Program; also implement statewide Fleet Safety Program	
470	S.C. Code Ann. § 1-11-260	State	Statute	Program of Fleet Management; Fleet Management Program	Yes	Yes	Other service or product our agency must/may provide	Admin to develop comprehensive state Fleet Management Program; also implement statewide Fleet Safety Program	
471	S.C. Code Ann. § 1-11-270	State	Statute	Program of Fleet Management; Fleet Management Program	Yes	Yes	Other service or product our agency must/may provide	Admin to develop comprehensive state Fleet Management Program; also implement statewide Fleet Safety Program	
472	S.C. Code Ann. § 1-11-280	State	Statute	Program of Fleet Management; Fleet Management Program	Yes	Yes	Other service or product our agency must/may provide	Admin to develop comprehensive state Fleet Management Program; also implement statewide Fleet Safety Program	
473	S.C. Code Ann. § 1-11-290	State	Statute	Program of Fleet Management; Fleet Management Program	Yes	Yes	Other service or product our agency must/may provide	Admin to develop comprehensive state Fleet Management Program; also implement statewide Fleet Safety Program	
474	S.C. Code Ann. § 1-11-300	State	Statute	Program of Fleet Management; Fleet Management Program	Yes	Yes	Other service or product our agency must/may provide	Admin to develop comprehensive state Fleet Management Program; also implement statewide Fleet Safety Program	
475	S.C. Code Ann. § 1-11-310	State	Statute	Program of Fleet Management; Fleet Management Program	Yes	Yes	Other service or product our agency must/may provide	Admin to develop comprehensive state Fleet Management Program; also implement statewide Fleet Safety Program	
476	S.C. Code Ann. § 1-11-315	State	Statute	Program of Fleet Management; Fleet Management Program	Yes	Yes	Other service or product our agency must/may provide	Admin to develop comprehensive state Fleet Management Program; also implement statewide Fleet Safety Program	
477	S.C. Code Ann. § 1-11-320	State	Statute	Program of Fleet Management; Fleet Management Program	Yes	Yes	Other service or product our agency must/may provide	Admin to develop comprehensive state Fleet Management Program; also implement statewide Fleet Safety Program	
478	S.C. Code Ann. § 1-11-340	State	Statute	Program of Fleet Management; Fleet Management Program	Yes	Yes	Other service or product our agency must/may provide	Admin to develop comprehensive state Fleet Management Program; also implement statewide Fleet Safety Program	
479	S.C. Code of Regs. 19-410	State	Regulation	Surplus Property	Yes	Yes	Other service or product our agency must/may provide	Admin designated as the state agency for surplus property and responsible for administering the plan	
480	S.C. Code Ann. § 13-7-810	State	Statute	Nuclear Advisory Council	Yes	Yes	Other service or product our agency must/may provide	Establishes a Nuclear Advisory Council in Admin, which is responsible to Director of Admin and reports to the Governor	
481	S.C. Code Ann. § 13-7-820	State	Statute	Nuclear Advisory Council	Yes	Yes	Other service or product our agency must/may provide	Establishes a Nuclear Advisory Council in Admin, which is responsible to Director of Admin and reports to the Governor	
482	S.C. Code Ann. § 13-7-830	State	Statute	Nuclear Advisory Council	Yes	Yes	Other service or product our agency must/may provide	Establishes a Nuclear Advisory Council in Admin, which is responsible to Director of Admin and reports to the Governor	

483	S.C. Code Ann. § 13-7-840	State	Statute	Nuclear Advisory Council	Yes	Yes	Other service or product our agency must/may provide	Establishes a Nuclear Advisory Council in Admin, which is responsible to Director of Admin and reports to the Governor	
484	S.C. Code Ann. § 13-7-850	State	Statute	Nuclear Advisory Council	Yes	Yes	Other service or product our agency must/may provide	Establishes a Nuclear Advisory Council in Admin, which is responsible to Director of Admin and reports to the Governor	
485	S.C. Code Ann. § 13-7-860	State	Statute	Nuclear Advisory Council	Yes	Yes	Other service or product our agency must/may provide	Establishes a Nuclear Advisory Council in Admin, which is responsible to Director of Admin and reports to the Governor	
486	S.C. Code Ann. § 63-11-1110	State	Statute	Children's Case Resolution System	Yes	Yes	Other service or product our agency must/may provide	Admin responsible for the Children's Case Resolution System, which is a process of reviewing cases on behalf of children for whom the appropriate public agencies collectively have not provided the necessary services	Repealed as of 7/1/19
487	S.C. Code Ann. § 63-11-1120	State	Statute	Children's Case Resolution System	Yes	Yes	Other service or product our agency must/may provide	Admin responsible for the Children's Case Resolution System, which is a process of reviewing cases on behalf of children for whom the appropriate public agencies collectively have not provided the necessary services	Repealed as of 7/1/19
488	S.C. Code Ann. § 63-11-1130	State	Statute	Children's Case Resolution System	Yes	Yes	Other service or product our agency must/may provide	Admin responsible for the Children's Case Resolution System, which is a process of reviewing cases on behalf of children for whom the appropriate public agencies collectively have not provided the necessary services	Repealed as of 7/1/19
489	S.C. Code Ann. § 63-11-1140	State	Statute	Children's Case Resolution System	Yes	Yes	Other service or product our agency must/may provide	Admin responsible for the Children's Case Resolution System, which is a process of reviewing cases on behalf of children for whom the appropriate public agencies collectively have not provided the necessary services	Repealed as of 7/1/19
490	S.C. Code Ann. § 63-11-1150	State	Statute	Children's Case Resolution System	Yes	Yes	Other service or product our agency must/may provide	Admin responsible for the Children's Case Resolution System, which is a process of reviewing cases on behalf of children for whom the appropriate public agencies collectively have not provided the necessary services	Repealed as of 7/1/19
491	S.C. Code Ann. § 63-11-1160	State	Statute	Children's Case Resolution System	Yes	Yes	Other service or product our agency must/may provide	Admin responsible for the Children's Case Resolution System, which is a process of reviewing cases on behalf of children for whom the appropriate public agencies collectively have not provided the necessary services	Repealed as of 7/1/19
492	S.C. Code Ann. § 63-11-1310	State	Statute	Continuum of Care for Emotionally Disturbed Children	Yes	Yes	Other service or product our agency must/may provide	CoC, which enhances the delivery of services to severely emotionally disturbed children and youth, is a division of Admin	DCA as of 7/1/19
493	S.C. Code Ann. § 63-11-1320	State	Statute	Continuum of Care for Emotionally Disturbed Children	Yes	Yes	Other service or product our agency must/may provide	CoC, which enhances the delivery of services to severely emotionally disturbed children and youth, is a division of Admin	DCA as of 7/1/19
494	S.C. Code Ann. § 63-11-1330	State	Statute	Continuum of Care for Emotionally Disturbed Children	Yes	Yes	Other service or product our agency must/may provide	CoC, which enhances the delivery of services to severely emotionally disturbed children and youth, is a division of Admin	DCA as of 7/1/19
495	S.C. Code Ann. § 63-11-1340	State	Statute	Continuum of Care for Emotionally Disturbed Children	Yes	Yes	Other service or product our agency must/may provide	CoC, which enhances the delivery of services to severely emotionally disturbed children and youth, is a division of Admin	DCA as of 7/1/19
496	S.C. Code Ann. § 63-11-1350	State	Statute	Continuum of Care for Emotionally Disturbed Children	Yes	Yes	Other service or product our agency must/may provide	CoC, which enhances the delivery of services to severely emotionally disturbed children and youth, is a division of Admin	DCA as of 7/1/19
497	S.C. Code Ann. § 63-11-1360	State	Statute	Continuum of Care for Emotionally Disturbed Children	Yes	Yes	Other service or product our agency must/may provide	CoC, which enhances the delivery of services to severely emotionally disturbed children and youth, is a division of Admin	DCA as of 7/1/19
498	S.C. Code Ann. § 63-11-700	State	Statute	Foster Care Review Board	Yes	Yes	Other service or product our agency must/may provide	The Division for Review of the Foster Care of Children is part of Admin.	DCA as of 7/1/19
499	S.C. Code Ann. § 63-11-710	State	Statute	Foster Care Review Board	Yes	Yes	Other service or product our agency must/may provide	The Division for Review of the Foster Care of Children is part of Admin.	DCA as of 7/1/19
500	S.C. Code Ann. § 63-11-720	State	Statute	Foster Care Review Board	Yes	Yes	Other service or product our agency must/may provide	The Division for Review of the Foster Care of Children is part of Admin.	DCA as of 7/1/19
501	S.C. Code Ann. § 63-11-730	State	Statute	Foster Care Review Board	Yes	Yes	Other service or product our agency must/may provide	The Division for Review of the Foster Care of Children is part of Admin.	DCA as of 7/1/19
502	S.C. Code Ann. § 63-11-740	State	Statute	Foster Care Review Board	Yes	Yes	Other service or product our agency must/may provide	The Division for Review of the Foster Care of Children is part of Admin.	DCA as of 7/1/19
503	S.C. Code Ann. § 63-11-750	State	Statute	Foster Care Review Board	Yes	Yes	Other service or product our agency must/may provide	The Division for Review of the Foster Care of Children is part of Admin.	DCA as of 7/1/19

549	S.C. Code Ann. § 25-11-80	State	Statute	Division of Veterans Affairs General Provisions	Yes	Yes	Other service or product our agency must/may provide	Division of Veterans Affairs, which assists ex-servicemen in securing the benefits to which they are entitled, is part of Admin. Admin to assist ex-servicemen in filing, presenting, and prosecuting claims for compensation, hospitalization, training, and insurance benefits.	
550	S.C. Code Ann. § 25-11-90	State	Statute	Division of Veterans Affairs General Provisions	Yes	Yes	Other service or product our agency must/may provide	Division of Veterans Affairs, which assists ex-servicemen in securing the benefits to which they are entitled, is part of Admin. Admin to assist ex-servicemen in filing, presenting, and prosecuting claims for compensation, hospitalization, training, and insurance benefits.	
551	S.C. Code Ann. § 25-11-310	State	Statute	SC Military Family Relief Fund	Yes	Yes	Other service or product our agency must/may provide	Admin to award grants to families from the SC Military Family Relief Fund	
552	S.C. Code Ann. § 25-11-320	State	Statute	SC Military Family Relief Fund	Yes	Yes	Other service or product our agency must/may provide	Admin to award grants to families from the SC Military Family Relief Fund	
553	S.C. Code Ann. § 25-11-330	State	Statute	SC Military Family Relief Fund	Yes	Yes	Other service or product our agency must/may provide	Admin to award grants to families from the SC Military Family Relief Fund	
554	S.C. Code Ann. § 25-11-340	State	Statute	SC Military Family Relief Fund	Yes	Yes	Other service or product our agency must/may provide	Admin to award grants to families from the SC Military Family Relief Fund	
555	S.C. Code Ann. § 25-11-350	State	Statute	SC Military Family Relief Fund	Yes	Yes	Other service or product our agency must/may provide	Admin to award grants to families from the SC Military Family Relief Fund	
556	S.C. Code Ann. § 25-11-360	State	Statute	SC Military Family Relief Fund	Yes	Yes	Other service or product our agency must/may provide	Admin to award grants to families from the SC Military Family Relief Fund	
557	S.C. Code Ann. § 25-11-370	State	Statute	SC Military Family Relief Fund	Yes	Yes	Other service or product our agency must/may provide	Admin to award grants to families from the SC Military Family Relief Fund	
558	S.C. Code Ann. § 25-11-380	State	Statute	SC Military Family Relief Fund	Yes	Yes	Other service or product our agency must/may provide	Admin to award grants to families from the SC Military Family Relief Fund	
559	S.C. Code Ann. § 25-11-390	State	Statute	SC Military Family Relief Fund	Yes	Yes	Other service or product our agency must/may provide	Admin to award grants to families from the SC Military Family Relief Fund	
560	S.C. Code Ann. § 25-11-400	State	Statute	SC Military Family Relief Fund	Yes	Yes	Other service or product our agency must/may provide	Admin to award grants to families from the SC Military Family Relief Fund	
561	S.C. Code Ann. § 25-11-510	State	Statute	SC Prisoner of War Medal	Yes	Yes	Other service or product our agency must/may provide	Admin, in conjunction with Adjunct General, to determine eligibility for the medal	
562	S.C. Code Ann. § 25-11-520	State	Statute	SC Prisoner of War Medal	Yes	Yes	Other service or product our agency must/may provide	Admin, in conjunction with Adjunct General, to determine eligibility for the medal	
563	S.C. Code Ann. § 25-11-530	State	Statute	SC Prisoner of War Medal	Yes	Yes	Other service or product our agency must/may provide	Admin, in conjunction with Adjunct General, to determine eligibility for the medal	
564	S.C. Code Ann. § 25-11-540	State	Statute	SC Prisoner of War Medal	Yes	Yes	Other service or product our agency must/may provide	Admin, in conjunction with Adjunct General, to determine eligibility for the medal	
565	S.C. Code Ann. § 25-11-550	State	Statute	SC Prisoner of War Medal	Yes	Yes	Other service or product our agency must/may provide	Admin, in conjunction with Adjunct General, to determine eligibility for the medal	
566	S.C. Code Ann. § 25-11-560	State	Statute	SC Prisoner of War Medal	Yes	Yes	Other service or product our agency must/may provide	Admin, in conjunction with Adjunct General, to determine eligibility for the medal	
567	S.C. Code Ann. § 25-11-570	State	Statute	SC Prisoner of War Medal	Yes	Yes	Other service or product our agency must/may provide	Admin, in conjunction with Adjunct General, to determine eligibility for the medal	
568	S.C. Code of Regs. 19-700	State	Regulation	State Human Resources Regulations	Yes	Yes	Other service or product our agency must/may provide	Admin promulgates regs and uses regs to administer the state personnel and grievance systems	Human Resources Regulations Sections 19-700 through 19-720 are applicable to all agencies
569	S.C. Code of Regs. 19-701	State	Regulation	State Human Resources Regulations	Yes	Yes	Other service or product our agency must/may provide	Admin promulgates regs and uses regs to administer the state personnel and grievance systems	Human Resources Regulations Sections 19-700 through 19-720 are applicable to all agencies
570	S.C. Code of Regs. 19-701.01	State	Regulation	State Human Resources Regulations	Yes	Yes	Other service or product our agency must/may provide	Admin promulgates regs and uses regs to administer the state personnel and grievance systems	Human Resources Regulations Sections 19-700 through 19-720 are applicable to all agencies
571	S.C. Code of Regs. 19-701.02	State	Regulation	State Human Resources Regulations	Yes	Yes	Other service or product our agency must/may provide	Admin promulgates regs and uses regs to administer the state personnel and grievance systems	Human Resources Regulations Sections 19-700 through 19-720 are applicable to all agencies
572	S.C. Code of Regs. 19-701.03	State	Regulation	State Human Resources Regulations	Yes	Yes	Other service or product our agency must/may provide	Admin promulgates regs and uses regs to administer the state personnel and grievance systems	Human Resources Regulations Sections 19-700 through 19-720 are applicable to all agencies
573	S.C. Code of Regs. 19-701.04	State	Regulation	State Human Resources Regulations	Yes	Yes	Other service or product our agency must/may provide	Admin promulgates regs and uses regs to administer the state personnel and grievance systems	Human Resources Regulations Sections 19-700 through 19-720 are applicable to all agencies
574	S.C. Code of Regs. 19-701.05	State	Regulation	State Human Resources Regulations	Yes	Yes	Other service or product our agency must/may provide	Admin promulgates regs and uses regs to administer the state personnel and grievance systems	Human Resources Regulations Sections 19-700 through 19-720 are applicable to all agencies

Agency Name:	Department of Administration			Fiscal Year 2018-2019
				Accountability Report
Agency Code and Section:	D500	93		Customer Template
Service/Product Provided to Customers	Customer Segments	<i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i>	Divisions or Major Programs	Description
Provide requested information for general media requests and media FOIA requests.	General Public	Various local, state and national media	Division of Program Management (DPM)	Media responses
Answer FOIA and general information requests.	General Public	Citizens	Division of Program Management (DPM)	FOIA inquiries
Provide Enterprise Liaison Services	Executive Branch/State Agencies	Various State Agencies	Division of Program Management (DPM)	Agency Relations Management
Provide Enterprise Data Analytics Services	Executive Branch/State Agencies	Various State Agencies	Division of Program Management (DPM)	Data Analytics
Provide Enterprise Project and Project Portfolio Services	Executive Branch/State Agencies	Various State Agencies	Division of Program Management (DPM)	Project and Portfolio Management
Provide Enterprise IT Planning Services	Executive Branch/State Agencies	Various State Agencies	Division of Program Management (DPM)	IT Planning
Information Security Program implementation, management and sustainment support.	Executive Branch/State Agencies		Office of Technology and Information Services (OTIS)	South Carolina Government Agencies
Basic information security monitoring support.	School Districts		Office of Technology and Information Services (OTIS)	K-12 School Technology Initiative Committee charged with addressing technology infrastructure, connectivity and education in schools throughout SC.
Provide privacy awareness and compliance requirements	Executive Branch/State Agencies		Office of Technology and Information Services (OTIS)	Compliance with privacy standards
Provide privacy awareness and compliance guidance	Legislative Branch		Office of Technology and Information Services (OTIS)	Advice regarding privacy compliance and best practices
Provide privacy awareness and compliance guidance	Judicial Branch		Office of Technology and Information Services (OTIS)	Advice regarding privacy compliance and best practices
Provide privacy awareness and compliance guidance	Local Govts.		Office of Technology and Information Services (OTIS)	Advice regarding privacy compliance and best practices
Provide privacy awareness and compliance guidance	School Districts		Office of Technology and Information Services (OTIS)	Advice regarding privacy compliance and best practices
Provide general privacy awareness information upon request, and responses to privacy concerns.	General Public	All South Carolinians	Office of Technology and Information Services (OTIS)	General inquiries
Standard desktop support	Executive Branch/State Agencies	Various State Agencies	Office of Technology and Information Services (OTIS)	Centrally-managed PC support
Premium desktop support	Executive Branch/State Agencies	Various State Agencies	Office of Technology and Information Services (OTIS)	Centrally-managed PC support
Email only	Executive Branch/State Agencies	Various State Agencies	Office of Technology and Information Services (OTIS)	Workplace email
Internet	Executive Branch/State Agencies	Various State Agencies	Office of Technology and Information Services (OTIS)	Internet service
MetroNet	Executive Branch/State Agencies	Various State Agencies	Office of Technology and Information Services (OTIS)	Statewide resource network connectivity
LAN support	Executive Branch/State Agencies	Various State Agencies	Office of Technology and Information Services (OTIS)	Router and Switch Support/Maintenance
Server hosting	Executive Branch/State Agencies	Various State Agencies	Office of Technology and Information Services (OTIS)	Hosted server environment
Mainframe hosting	Executive Branch/State Agencies	Various State Agencies	Office of Technology and Information Services (OTIS)	Hosted mainframe environment
Database hosting	Executive Branch/State Agencies	Various State Agencies	Office of Technology and Information Services (OTIS)	Hosted database environment
Web hosting	Executive Branch/State Agencies	Various State Agencies	Office of Technology and Information Services (OTIS)	Hosted website environment
Enterprise storage	Executive Branch/State Agencies	Various State Agencies	Office of Technology and Information Services (OTIS)	Secure storage for applications and users
Data backup	Executive Branch/State Agencies	Various State Agencies	Office of Technology and Information Services (OTIS)	Backup of application and user data
Enterprise Content Management	Executive Branch/State Agencies	Various State Agencies	Office of Technology and Information Services (OTIS)	Document imaging, workflows and storage

Network Security (VPN)	Executive Branch/State Agencies	Various State Agencies	Office of Technology and Information Services (OTIS)	Encrypted network connection
Enterprise printing	Executive Branch/State Agencies	Various State Agencies	Office of Technology and Information Services (OTIS)	Volume printing services
Email only	Local Govts.	Various Local Governments	Office of Technology and Information Services (OTIS)	Workplace email
Internet	Local Govts.	Various Local Governments	Office of Technology and Information Services (OTIS)	Internet service
MetroNet	Local Govts.	Various Local Governments	Office of Technology and Information Services (OTIS)	Statewide resource network connectivity
LAN support	Local Govts.	Various Local Governments	Office of Technology and Information Services (OTIS)	Router and Switch Support/Maintenance
Mainframe hosting	Local Govts.	Various Local Governments	Office of Technology and Information Services (OTIS)	Hosted mainframe environment
K-12 internet	School Districts	Various School Districts	Office of Technology and Information Services (OTIS)	Internet service
LAN support	School Districts	Various School Districts	Office of Technology and Information Services (OTIS)	Router and Switch Support/Maintenance
Dark fiber	School Districts	Various School Districts	Office of Technology and Information Services (OTIS)	Network connectivity
Voice and data radio communications	Executive Branch/State Agencies	Various State Agencies	Office of Technology and Information Services (OTIS)	Communications Interoperability
Voice and data radio communications	Local Govts.	Various Local Governments	Office of Technology and Information Services (OTIS)	Communications Interoperability
Voice and data radio communications	Executive Branch/State Agencies	Various Federal Government agencies and branches including national defense assets	Office of Technology and Information Services (OTIS)	Communications Interoperability
Disaster Recovery Planning	Executive Branch/State Agencies	Various State Agencies	Office of Technology and Information Services (OTIS)	Development of disaster recovery plans for agency applications. TableTop testing and cloud-based storage of plans.
Disaster Recovery Hosting	Executive Branch/State Agencies	Various State Agencies	Office of Technology and Information Services (OTIS)	Hosting facility for agency applications and data through DTO DR contract
Assisting the development and publishing of the Governor's Budget, oversight of the annual state budget for all state agencies.	Executive Branch/State Agencies		Executive Budget Office (EBO)	This division is responsible for the development of the Governor's budget and oversight of the annual state budget for South Carolina.
Monitoring the budget writing process throughout the legislative process and other relevant legislation.	Legislative Branch		Executive Budget Office (EBO)	This division is responsible for the development of the Governor's budget and oversight of the annual state budget for South Carolina.
Monitoring the budget writing process throughout the legislative process and other relevant legislation.	Executive Branch/State Agencies		Executive Budget Office (EBO)	This division is responsible for the development of the Governor's budget and oversight of the annual state budget for South Carolina.
Loading state budget to SCEIS, loading state revenues to SCEIS, executing year-end budget activities including agency pushdown documents in SCEIS and reviewing agency carryforwards.	Executive Branch/State Agencies		Executive Budget Office (EBO)	This division is responsible for the development of the Governor's budget and oversight of the annual state budget for South Carolina.
Loading state budget to SCEIS, loading state revenues to SCEIS, executing year-end budget activities including agency pushdown documents in SCEIS and reviewing agency carryforwards.	Legislative Branch		Executive Budget Office (EBO)	This division is responsible for the development of the Governor's budget and oversight of the annual state budget for South Carolina.
Monitoring agency budget deficit, calculating and distributing health and pay allocations, processing budget transfer requests, finalizing EIA and lottery distributions.	Executive Branch/State Agencies		Executive Budget Office (EBO)	This division is responsible for the development of the Governor's budget and oversight of the annual state budget for South Carolina.
Monitoring agency budget deficit, calculating and distributing health and pay allocations, processing budget transfer requests, finalizing EIA and lottery distributions.	Legislative Branch		Executive Budget Office (EBO)	This division is responsible for the development of the Governor's budget and oversight of the annual state budget for South Carolina.
Establishing budget requests guidelines, providing PBF access and training to agencies, reviewing agency budget requests, assisting in conducting agency budget hearings.	Executive Branch/State Agencies		Executive Budget Office (EBO)	This division is responsible for the development of the Governor's budget and oversight of the annual state budget for South Carolina.
Establishing new agency accountability report guidelines in partnership with the Governor's Office and House Legislative Oversight Committee.	Legislative Branch		Executive Budget Office (EBO)	This division is responsible to provide technical assistance to state agencies to complete Annual Accountability Report requirements and implement state's performance improvement program.
Providing technical assistance training to state agencies to complete agency accountability reports, reviewing agency accountability reports, providing ongoing consulting services to agencies to establish program performance measurement and improvement system.	Executive Branch/State Agencies		Executive Budget Office (EBO)	This division is responsible to provide technical assistance to state agencies to complete Annual Accountability Report requirements and implement state's performance improvement program.
Establishing Comprehensive Permanent Improvement Plan (CPIP) guidelines, reviewing and guiding projects through the approval process with JBRC and SFAA.	Executive Branch/State Agencies		Executive Budget Office (EBO)	This division is responsible for the state's permanent improvement project program.
Establishing Comprehensive Permanent Improvement Plan (CPIP) guidelines, reviewing and guiding projects through the approval process with JBRC and SFAA.	Legislative Branch		Executive Budget Office (EBO)	This division is responsible for the state's permanent improvement project program.

Completing national state budget process, systems and performance surveys.	Professional Organization	National Association of State Budget Officers (NASBO)	Executive Budget Office (EBO)	This division is responsible for the development of the Governor's budget and oversight of the annual state budget for South Carolina.
SCEIS implements, maintains and supports the state's system for all accounting, budgeting, human resources, procurement and ancillary functions of administration for all state agencies.	Executive Branch/State Agencies		SC Enterprise Information Systems (SCEIS)	SCEIS serves as the central administrative system for state agencies for accounting, budgeting, human resources and procurement activities.
SCEIS implements, maintains and supports the state's system for all accounting, budgeting, human resources, procurement and ancillary functions of administration for all state agencies.	Legislative Branch		SC Enterprise Information Systems (SCEIS)	SCEIS serves as the central administrative system for state agencies for accounting, budgeting, human resources and procurement activities.
SCEIS implements, maintains and supports the state's system for all accounting, budgeting, human resources, procurement and ancillary functions of administration for all state agencies.	Industry	Vendors who utilize the SCEIS system to register in order to be able to bid on goods/services provided to government entities.	SC Enterprise Information Systems (SCEIS)	SCEIS serves as the central administrative system for state agencies for accounting, budgeting, human resources and procurement activities.
SCEIS implements, maintains and supports the state's system for all accounting, budgeting, human resources, procurement and ancillary functions of administration for all state agencies. Some HR applications are provided to the state's colleges/universities and technical colleges.	Executive Branch/State Agencies	State Funded Colleges/Universities and Technical Colleges transfer for summarized HR data into SCEIS in an effort to retire the legacy HRIS system.	SC Enterprise Information Systems (SCEIS)	SCEIS serves as the central administrative system for state agencies for accounting, budgeting, human resources and procurement activities.
The Administrative Services division provides all administrative support functions to the employees of the Dept. of Administration. The division also provides administrative support to other agencies upon request by those agencies.	Executive Branch/State Agencies		Administrative Services	Administrative Services plans, directs and implements the administrative support for offices of the Dept. of Administration and other agencies as requested.
The Administrative Services division provides all administrative support functions to the employees of the Dept. of Administration. The division also provides administrative support to other agencies upon request by those agencies.	Industry	Vendors	Administrative Services	Administrative Services plans, directs and implements the administrative support for offices of the Dept. of Administration and other agencies as requested.
Statewide, overnight delivery of mail, lab samples, parcels, etc. between public agencies	Executive Branch/State Agencies	State agencies, public higher education institutions and local subdivisions of state government	DSASS - Interagency Mail Services	Statewide mail and parcel courier service
Program to provide for the reuse and disposal of state owned property declared as surplus	Executive Branch/State Agencies	State agencies, local subdivisions of state government and the general public	DSASS (State Surplus Property)	Disposal, sale or reutilization of state surplus property
Program to provide for the acquisition and reuse of surplus federal property by qualified public agencies	Executive Branch/State Agencies	State agencies; qualified educational, health, and cultural organizations; other qualified organizations, and local subdivisions of state government	DSASS (Federal Surplus Property)	Acquisition and reutilization of federal surplus property
Program providing for the acquisition and reutilization of low cost, low mileage federal surplus vehicles	Executive Branch/State Agencies	State agencies, local subdivisions of state government, and other qualified public agencies	DSASS (GSA Vehicle Program)	Acquisition and reutilization of surplus federal fleet vehicles
Management of the acquisition and reutilization of surplus Department of Defense property for use by qualified law enforcement agencies	Executive Branch/State Agencies	State and local law enforcement agencies	DSASS (1033 Program)	Acquisition and reutilization of surplus Department of Defense property by qualified law enforcement agencies
Provide fleet vehicles to agencies on a long-term lease basis	Executive Branch/State Agencies	State agencies, public higher education institutions, and local subdivisions of state government	DSASS (Lease Fleet Program)	Long-term leasing of vehicles to state and public agencies
System of approximately 1,100 private vendors across the state providing fleet repair and maintenance services at negotiated rates	Executive Branch/State Agencies	State agencies, public higher education institutions, and local subdivisions of state government	DSASS (Commercial Vendor Repair Program)	Fleet maintenance and repair services provided by a network of commercial vendors utilizing negotiated pricing
Manage private-sector contracts to meet short term and daily motor pool vehicle needs	Executive Branch/State Agencies	State agencies, public higher education institutions, and local subdivisions of state government	DSASS (Short Term Fleet Rental)	Short-term and daily vehicle rentals provided by vendors on state contract
Manage program to provide fleet safety training, accident review and driver training education	Executive Branch/State Agencies	State agencies, public higher education institutions, and local subdivisions of state government	DSASS (Fleet Safety Program)	Statewide fleet safety, vehicle complaint resolution and accident review services
Management of statewide fleet fueling system and fleet fuel card program	Executive Branch/State Agencies	State agencies, public higher education institutions, and local subdivisions of state government	DSASS (State Fuel System)	Statewide fuel system and fuel card program utilizing state-owned and retail fueling locations
Coordinate reservation requests for use of State House grounds.	General Public	Citizens	Division of FMPS - Facilities Management	State House Event Reservations
Maintenance and operation of facilities occupied by various state agencies	Executive Branch/State Agencies	State agencies	Division of FMPS - Facilities Management	Facility Maintenance and Operations
Maintenance and operation of facilities occupied by various state agencies	Legislative Branch		Division of FMPS - Facilities Management	Facility Maintenance and Operations
Maintenance and operation of facilities occupied by various state agencies	Judicial Branch		Division of FMPS - Facilities Management	Facility Maintenance and Operations

Planning and management of capital and permanent improvement projects	Executive Branch/State Agencies	State agencies	Division of FMPS - Construction and Planning	Management of Capital Projects
Planning and management of capital and permanent improvement projects	Legislative Branch		Division of FMPS - Construction and Planning	Management of Capital Projects
Planning and management of capital and permanent improvement projects	Judicial Branch		Division of FMPS - Construction and Planning	Management of Capital Projects
Management of parking facilities and surface lots for state offices in Columbia	Executive Branch/State Agencies	State agencies and local subdivisions of state government.	Division of FMPS - Parking Services	Parking Lot/Facilities Management
Easements, Annexations, Leases, Property Conveyances, Sanctuary Agreements, Licenses	Executive Branch/State Agencies		Division of FMPS - Real Property Services	Real Property Transactions
Easements, Annexations, Leases, Property Conveyances, Licenses	Legislative Branch		Division of FMPS - Real Property Services	Real Property Transactions
Easements, Annexations, Leases, Property Conveyances, Licenses	Judicial Branch		Division of FMPS - Real Property Services	Real Property Transactions
Easements, Annexations, Leases, Property Conveyances, Licenses	Local Govts.		Division of FMPS - Real Property Services	Real Property Transactions
Easements, Leases, Property Conveyances, Licenses	Industry	Commercial entities	Division of FMPS - Real Property Services	Real Property Transactions
Easements, Property Conveyances, Licenses	General Public	Individuals requesting an easement or right-of-way over state lands to access property or individuals purchasing state surplus real property.	Division of FMPS - Real Property Services	Real Property Transactions
Provide consultation and support to state agencies and higher education institutions on human resources related policies and practice	Executive Branch/State Agencies	Various State Agencies	Division of State Human Resources (DSHR)	Agency Consultations
Manage alternative dispute resolution process in accordance with Grievance Procedure Act	Executive Branch/State Agencies	Various State Agencies	Division of State Human Resources (DSHR)	Alternative Dispute Resolution
Prepare annual reports on human resources related programs and standards	Legislative Branch		Division of State Human Resources (DSHR)	Annual reporting on human resources and standards
Advise General Assembly, as needed and upon request, on human resources related topics statewide or for individual agencies	Legislative Branch		Division of State Human Resources (DSHR)	Reporting on human resources related statistics, practices and policies
Advise Governor and Governor's staff, as needed and upon request, on human resources related topics statewide or for individual agencies	Executive Branch/State Agencies	Various State Agencies	Division of State Human Resources (DSHR)	Reporting on human resources related statistics, practices and policies
Support using online application system	General Public		Division of State Human Resources (DSHR)	Maintain the NeoGov jobs portal
Provide repair or replacement of homes damaged by the 2015 and 2016 Federally Declared disasters to Low to Moderate Citizens of South Carolina who were impacted	General Public	Low to Moderate Citizens in the 22 FEMA-declared for Individual Assistance counties	South Carolina Disaster Recovery Office (DRO)	Repair or replace to low to moderate homes damaged by the 2015 and 2016 federally declared disasters
Provide Disaster Case Management to meet the unmet needs of the Citizens of South Carolina who survived the 2015, 2016 and 2018 Federally Declared disasters	General Public	Citizens in the 24 FEMA-declared for Individual Assistance counties	South Carolina Disaster Recovery Office (DRO)	Case management assistance
Provide requested information for general media requests.	General Public	Various local, state and national media	South Carolina Disaster Recovery Office (DRO)	Media responses
Constituent Services	General Public	South Carolinians or people with ties to South Carolina	Ombudsman	Assist constituents in referring them to the proper local/state/federal or non-profit that is best suited to assist them with their situation.
Children's services	Executive Branch/State Agencies	CSRS board selected by Governor and state agency heads	Children's Affairs	Manage the Children's Case Resolution System (CSRS)
Children's services	School Districts	Superintendents of school districts	Children's Affairs	Manage the Children's Case Resolution System (CSRS)
Children's services	General Public	Parents or Guardians	Children's Affairs	Manage the Children's Case Resolution System (CSRS)
Assist with burials and interments	General Public	S.C. veterans and their families	Division of Veterans' Affairs	Assist with interments
Assist with burials and interments	General Public	S.C. veterans and their families	Division of Veterans' Affairs	Assist with interments
The Foster Care Review Board conducts periodic case review of children residing in foster care in South Carolina.	General Public	Children and families involved in South Carolina's foster care system	Foster Care Review Board	Monitors the progress in achieving permanent placements for children in foster care
The Foster Care Review Board provides support and coordination to local review board member volunteers, and the State Board of Directors.	General Public	Appointed local review board members in each county in South Carolina and state Board of Directors representing each congressional district in South Carolina	Foster Care Review Board	Monitors the progress in achieving permanent placements for children in foster care

The Foster Care Review Board provides the family court in every county in South Carolina a child-specific written recommendation following each case review of children in foster care.	Judicial Branch		Foster Care Review Board	Monitors the progress in achieving permanent placements for children in foster care
The Foster Care Review Board provides the S.C. Department of Social Services and the S.C. Guardian ad Litem Program a child-specific written recommendation following each case review of children in foster care in South Carolina.	Executive Branch/State Agencies		Foster Care Review Board	Monitors the progress in achieving permanent placements for children in foster care
The S.C. Heart Gallery maintains an interactive website for enhanced target adoption recruitment and provides family engagement services.	General Public	Legally free children in foster care in South Carolina, interested families approved to adopt, interested families not yet approved to adopt, and South Carolina families assigned for completion of adoptive home studies.	Foster Care Review Board (S.C. Heart Gallery)	Provides enhanced child-specific adoption recruitment services
Evidence based care coordination and Medicaid Targeted Case Management	General Public	South Carolina youth under 18 with severe emotional disturbance and/or behavioral health challenges	Continuum of Care (COC)	COC serves children with the most severe and complex emotional or behavioral health challenges whose needs are not being adequately met by existing services or programs.
Volunteer advocacy provided to abused and neglected children.	General Public	Children under the age of 18 who are victims of abuse and neglect, and are involved with the Department of Social Services and the Family Court system.	Cass Elias McCarter <i>Guardian ad Litem</i> Program	Abused and neglected children in SC
Training, supervision and support provided to volunteer child advocates.	General Public	Adults over the age of 21 who have met the training and other requirements to be court appointed advocates for abused and neglected children.	Cass Elias McCarter <i>Guardian ad Litem</i> Program	Guardian ad Litem Program volunteer advocates
U.S. Department of Health and Human Services Community Services Block Grant (CSBG).	General Public	Community Action Agencies (CAAs) throughout the state	Office of Economic Opportunity (OEO)	Administer and distribute funds to CAAs for local initiatives in collaboration with all South Carolina's 46 counties. Purpose of CSBG is to provide financial assistance to CAAs to assist in alleviating causes and conditions of poverty in communities. Assistance provided to families based on income.
U.S. Department of Health and Human Services Low Income Home Energy Assistance Program (LIHEAP).	General Public	Community Action Agencies (CAAs) throughout the state	Office of Economic Opportunity (OEO)	Administer and distribute funds to CAAs to provide financial assistance to families to help with home energy costs. Eligibility is income-based.
U.S. Department of Energy, Weatherization Assistance Program (WAP).	General Public	Community Action Agencies (CAAs) throughout the state	Office of Economic Opportunity (OEO)	Administer and distribute funds to CAAs for local initiatives in collaboration with all South Carolina's 46 counties. Purpose of WAP is to increase the energy efficiency of dwellings occupied by low-income persons. Eligibility is income-based and also on need.
U.S. Department of Housing and Urban Development, Emergency Solutions Grant (ESG).	General Public	Non profit entities throughout the state	Office of Economic Opportunity (OEO)	Pass-through funding from HUD for Emergency Shelters, Homelessness Prevention, Rapid Rehousing, and Street Outreach
Project Share funds from various cooperatives and utility companies within the state	General Public	Community Action Agencies throughout the state	Office of Economic Opportunity (OEO)	Distribute project share funds to CAAs to provide assistance to families for home energy costs. Eligibility is income based.
Small and Minority Business Contracting and Certification Presentation	General Public	USC Matchmaker Event	Small and Minority Business Contracting and Certification (SMBCC)	Resource partner
Small and Minority Business Contracting and Certification Presentation	General Public	Nile River Capital Event	Small and Minority Business Contracting and Certification (SMBCC)	Educational workshop
Small and Minority Business Contracting and Certification Presentation	General Public	South Carolina Business One Stop (SCBOS)	Small and Minority Business Contracting and Certification (SMBCC)	Resource partner
Small and Minority Business Contracting and Certification Presentation	Executive Branch/State Agencies	S.C. Department of Commerce and S.C. Department of Employment and Workforce Event	Small and Minority Business Contracting and Certification (SMBCC)	S.C. Department of Commerce and S.C. Department of Employment and Workforce Event
Small and Minority Business Contracting and Certification Presentation	Professional Organization	African American Chamber of Commerce	Small and Minority Business Contracting and Certification (SMBCC)	Information/Resource Meeting
African American Economic Summit Presentation	General Public	Small and minority business owners attending the African American Economic Summit	Small and Minority Business Contracting and Certification (SMBCC)	Economic Informational Summit
Small and Minority Business Contracting and Certification Presentation	General Public	Clemson University Co-Op Entrepreneurial Education	Small and Minority Business Contracting and Certification (SMBCC)	Business workshop

Small and Minority Business Contracting and Certification Presentation	General Public	SBDC-Greenville	Small and Minority Business Contracting and Certification (SMBCC)	Small Business Workshop for Women-owned Businesses
Small and Minority Business Contracting and Certification Presentation	Professional Organization	Intro to Small Business — Richland County Library	Small and Minority Business Contracting and Certification (SMBCC)	Resource partner
Small and Minority Business Contracting and Certification Presentation	General Public	Richland County Library	Small and Minority Business Contracting and Certification (SMBCC)	Small Business Workshop
Small and Minority Business Contracting and Certification Presentation	General Public	Optus Bank (Line of Credit Workshop)	Small and Minority Business Contracting and Certification (SMBCC)	Educational workshop
Small and Minority Business Contracting and Certification Presentation	General Public	Greenville-Spartanburg International Airport and business owners	Small and Minority Business Contracting and Certification (SMBCC)	Workshop for Fly In attendees
Small and Minority Business Contracting and Certification Presentation	General Public	Fairfield County Business Forum - MTC Fairfield Campus	Small and Minority Business Contracting and Certification (SMBCC)	Educational workshop
Small and Minority Business Contracting and Certification Presentation	Professional Organization	SCAGPO	Small and Minority Business Contracting and Certification (SMBCC)	Educational workshop
Small and Minority Business Contracting and Certification Presentation	General Public	SCMEN Conference	Small and Minority Business Contracting and Certification (SMBCC)	Educational workshop
Small and Minority Business Contracting and Certification Presentation	General Public	CVMSDC, Midlands, Low Country, and Pee Dee Region	Small and Minority Business Contracting and Certification (SMBCC)	Educational workshop
Small and Minority Business Contracting and Certification Presentation	School Districts	Fairfield County School Career Day	Small and Minority Business Contracting and Certification (SMBCC)	Fairfield County School Career Day
Small and Minority Business Contracting and Certification Presentation	Local Govts.	Richland County Workshop Series	Small and Minority Business Contracting and Certification (SMBCC)	Educational workshop
S.C. Department of Transportation (DOT) and Small and Minority Business Contracting and Certification (SMBCC) Certification	Industry	List available upon request	Small and Minority Business Contracting and Certification (SMBCC)	Provided technical assistance with MBE certification
Small and Minority Business Contracting and Certification Presentation	General Public	Department of Commerce Workshop	Small and Minority Business Contracting and Certification (SMBCC)	S.C. Department of Transportation (DOT) and Small and Minority Business Contracting and Certification (SMBCC) Certification
Small and Minority Business Contracting and Certification Presentation	General Public	Columbia Chamber Meeting	Small and Minority Business Contracting and Certification (SMBCC)	Small business networking
Small and Minority Business Contracting and Certification Presentation	General Public	Richland County OBO	Small and Minority Business Contracting and Certification (SMBCC)	Small Business Certification Workshop
Business Certification technical assistance	Industry	List available upon request	Small and Minority Business Contracting and Certification (SMBCC)	Provided technical assistance with MBE certification
Small and Minority Business Contracting and Certification Presentation	General Public	Richland Co OSBO-RFPs and RFQs: The Alphabet Soup of Procurement	Small and Minority Business Contracting and Certification (SMBCC)	Educational workshop
Small and Minority Business Contracting and Certification Presentation	General Public	1 Million Cups Organization	Small and Minority Business Contracting and Certification (SMBCC)	Resource partner
Small and Minority Business Contracting and Certification Presentation	General Public	Access to Capital - Woodforest Bank	Small and Minority Business Contracting and Certification (SMBCC)	Resource Partner
Small and Minority Business Contracting and Certification Presentation	General Public	City of Columbia OBO	Small and Minority Business Contracting and Certification (SMBCC)	Small Business Seminar

Small and Minority Business Contracting and Certification Presentation	General Public	SBDC-Walterboro, Allendale, Orangeburg	Small and Minority Business Contracting and Certification (SMBCC)	Small Business Workshop
Small and Minority Business Contracting and Certification Presentation	School Districts	Meet and Greet Rock Hill Procurement Team	Small and Minority Business Contracting and Certification (SMBCC)	Educational meeting
Small and Minority Business Contracting and Certification Presentation	General Public	USC Procurement-Ultimate Business Expo	Small and Minority Business Contracting and Certification (SMBCC)	Resource partner
Provided attendees with Small and Minority Business Contracting and Certification overview	General Public	BMW	Small and Minority Business Contracting and Certification (SMBCC)	Supplier Diversity Conference
Small and Minority Business Contracting and Certification Presentation	General Public	City of Columbia — Women Owned Certification Workshop	Small and Minority Business Contracting and Certification (SMBCC)	Educational workshop
Small and Minority Business Contracting and Certification Presentation	General Public	City of Columbia Fast Trac	Small and Minority Business Contracting and Certification (SMBCC)	Educational workshop for City of Columbia Fast trac Program
Small and Minority Business Contracting and Certification Presentation	School Districts	Forest Heights Career Fair	Small and Minority Business Contracting and Certification (SMBCC)	Career day-informational
Small and Minority Business Contracting and Certification Presentation	Local Govts.	Women in Business Seminar	Small and Minority Business Contracting and Certification (SMBCC)	Educational workshop
Small and Minority Business Contracting and Certification Presentation	General Public	Salute to Small Business Matchmaker - Columbia	Small and Minority Business Contracting and Certification (SMBCC)	Educational Workshop
Provided attendees with Small and Minority Business Contracting and Certification overview	General Public	Youth Entrepreneurship Class	Small and Minority Business Contracting and Certification (SMBCC)	Resource partner
Small and Minority Business Contracting and Certification Presentation	General Public	Chamber Event	Small and Minority Business Contracting and Certification (SMBCC)	Resource partner
Small and Minority Business Contracting and Certification Presentation	Professional Organization	Small Business Administration	Small and Minority Business Contracting and Certification (SMBCC)	Educational workshop
Provided attendees with Small and Minority Business Contracting and Certification overview	General Public	Small Business Administration	Small and Minority Business Contracting and Certification (SMBCC)	Salute to Small Business Conference
Small and Minority Business Contracting and Certification Presentation	Local Govts.	SC Business Collaborate — Columbia	Small and Minority Business Contracting and Certification (SMBCC)	Resource partner
Small and Minority Business Contracting and Certification Presentation	Executive Branch/State Agencies	SCAGPO Reverse Trade Show — Lexington	Small and Minority Business Contracting and Certification (SMBCC)	Resource partner
Networking opportunity with Procurement Services	General Public	Business and procurement directors of state agencies	Small and Minority Business Contracting and Certification (SMBCC)	Annual Trade Fair for small businesses
Small and Minority Business Contracting and Certification Presentation	Executive Branch/State Agencies	SCAGPO Reverse Trade Show — Charleston	Small and Minority Business Contracting and Certification (SMBCC)	Resource partner
Small and Minority Business Contracting and Certification Presentation	Executive Branch/State Agencies	SCAGPO Reverse Trade Show — Charleston	Small and Minority Business Contracting and Certification (SMBCC)	Resource partner
Small and Minority Business Contracting and Certification Presentation	General Public	Scaling Up Event for Women — Columbia	Small and Minority Business Contracting and Certification (SMBCC)	Educational workshop
Provided attendees with Small and Minority Business Contracting and Certification overview	General Public	City of Columbia OBO	Small and Minority Business Contracting and Certification (SMBCC)	Small Business Week Conference

Business Certification assistance concerning denied certifications	Industry	List available upon request	Small and Minority Business Contracting and Certification (SMBCC)	Provided technical assistance - Denied Certification
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Agency Name:	Department of Administration		Fiscal Year 2018-2019
			Accountability Report
Agency Code and Section:	D500	093	
			Partner Template
Name of Partner Entity	Type of Partner Entity	Description of Partnership	Associated Goal(s)
eGroup	Private Business Organization	Develop and support the Department of Administration Project Portfolio Management System	3
Various State Agencies	State Government	Statewide Recruitment Initiative Project — branding and statewide careers social media pages	1
Gartner	Private Business Organization	Creation, implementation and updating of Statewide Strategic IT Plan.	1 and 2
Deloitte	Private Business Organization	Information Security and Privacy Program consulting.	1,2, 4, and 5
Coeur Business Group	Private Business Organization	Assists in the planning and execution of state agency IT migrations into Shared Services. Statewide Disaster Recovery Project.	1 and 4
Excipio Consulting	Private Business Organization	Assists in the planning and execution of the Statewide Disaster Recovery Project	4
CenturyLink	Private Business Organization	Expansion of information security prevention, detection and response services.	1 and 2
AT&T	Private Business Organization	Provides additional protection for state networks.	1 and 2
Spirit Telecommunications	Private Business Organization	Provides additional protection for state networks.	1 and 2
SANS Institute	Private Business Organization	Provides information security training and certification for technical staff, as well as end-user awareness training.	1, 3, and 4
South Carolina Interactive	Private Business Organization	Provides web presence for various agencies.	1
Keymark	Private Business Organization	Provides Onbase workflow and case management.	1
Various Private Business Organizations	Private Business Organization	Provide people, process, or technology support for Information Security and Privacy Program objectives.	4
South Carolina Law Enforcement Division (SLED)	State Government	Support SLED's Homeland Security and critical infrastructure/key resource cyber protection efforts. Protection of CJIS data stored at the DTO data center and in the state's DR hosting site.	2, 4, and 5
ISACA (Information Systems Audit and Control Association)	Non-Governmental Organization	Global professional association of IT security professionals	1 and 5
Internal Revenue Service (IRS) Office of Safeguards	Federal Government	IRS office specifically tasked with protection of Federal Tax Information. DTO coordinates data center security with this office to assure compliance with IRS Publication 1075.	5
Blanchard Machinery, Inc	Private Business Organization	Support for critical emergency power infrastructure at the DTO data center	3 and 5
South Carolina Emergency Management Division	State Government	DTO provides ESF-2 communication support to EMD during emergencies and disasters.	2 and 3
Axiom Resource Management, Inc	Private Business Organization	Assists the EPO in the operations and further development of the statewide privacy program.	5
Enterprise	Private Business Organization	DSASS - Short-term vehicle lease for state agencies	1
Hertz	Private Business Organization	DSASS - Short-term vehicle lease for state agencies	1
U.S. Department of Defense — Defense Logistics Agency (LESO)	Federal Government	DSASS - Surplus Property Office - 1033 Program	1
GovDeals	Private Business Organization	DSASS - Surplus Property Office - Online auction site	1
eBay	Private Business Organization	DSASS - Surplus Property Office - Online auction site	1
Federal GSA	Federal Government	DSASS - Surplus Property Office - Federal Surplus Property	1
Mansfield Oil / Wright Express (WEX)	Private Business Organization	DSASS - State Fleet Management - Statewide Fuel System	1 and 2
AAA	Private Business Organization	DSASS - State Fleet Management - Fleet Safety Program	1 and 2
Various Private Sector Vendors	Private Business Organization	Division of FMPS - Facilities Management	1 and 2
Various Private Sector Vendors	Private Business Organization	DSASS - Commercial Vendor Repair Program (CVRP)	1 and 2
Chevin (FleetWave)	Private Business Organization	DSASS - State Fleet Management Software Partner	1
AssetWorks	Private Business Organization	DSASS - Surplus Property Office Software Partner	1
S.C. Voluntary Organizations Active in Disasters	Non-Governmental Organization	Department of Administration - Support for ESF-18 Donated Goods and Volunteer Services during disasters.	1 and 2
S.C. Department of Health and Human Services	State Government	Department of Administration - Support for ESF-18 Donated Goods and Volunteer Services during disasters.	1 and 2
S.C. Department of Revenue	State Government	Department of Administration - Support for ESF-18 Donated Goods and Volunteer Services during disasters.	1 and 2
CBRE	Private Business Organization	Division of FMPS - Real Property Services - Sale of state surplus property	1
S.C. Department of Labor, Licensing, and Regulation	State Government	Division of FMPS - Facilities Management - facilities inspections	1 and 2
S.C. Department of Health and Environmental Control	State Government	Division of FMPS - Facilities Management - recycling program education	1 and 2
S.C. Department of Corrections	State Government	Division of FMPS - Facilities Management - recycling collection/disposal	1 and 2
Riverbanks Zoo	Local Government	Division of FMPS - Facilities Management - horticulture collaboration	1 and 2
City of Columbia	Local Government	Division of FMPS - Facilities Management - parking services	1 and 2
Various State Agencies	State Government	Division of FMPS - Governance Group for consolidated maintenance and operations contracts	1 and 2
United Way	Non-Governmental Organization	South Carolina 211 service provider	1
Various State Agencies	State Government	Division of FMPS - Maintenance and physical support for data center facilities	1 and 2

Various State Agencies	State Government	Executive Oversight Group for statewide IT governance	1, 2, 3, and 4
Various State Agencies	State Government	Agency Working Group for statewide IT governance	1, 2, 3, and 4
Various State Agencies	State Government	Technology Working Group for statewide IT governance	1, 2, 3, and 4
National Association of State Chief Information Officers (NASCIO)	Professional Association	Provides senior state IT executives with products and services to support their role within their states, stimulate exchange of information and promote adoption of IT best practices and innovations. Sponsors national conferences, peer networking, research, publications, briefings and government affairs. NASCIO develops and supports issues committees and ad hoc working groups to focus on high-priority and time-sensitive issues for the states.	1, 2, 3, and 4
State Fiscal Accountability Affairs Procurement Services	State Government	Procurement services	1 and 2
ServiceNow	Private Business Organization	Service Management platform that supports IT processes in support of the Shared Services initiative.	1 and 2
IT Prophets	Private Business Organization	Implementation partner for ServiceNow.	1 and 2
TierPoint	Private Business Organization	Disaster Recovery Site and services partner	1 and 2
Assurance	Private Business Organization	Disaster Recovery Planning Software partner	1 and 2
General Services Administration	Federal Government	dotgov registrar for all state websites using the sc.gov domain	1 and 2
Neustar	Private Business Organization	Assigned registrar by GSA for all state.sc.us internet domains	1 and 2
Vertiv	Private Business Organization	Data Center emergency power support and maintenance partner	1 and 2
A3 Communications	Private Business Organization	Access controls and video surveillance partner for state buildings	1 and 2
National Association of State Technology Directors (NASTD)	Professional Association	Provides senior state IT directors and managers with products and services to support their role within their states, stimulate exchange of information and promote adoption of IT best practices and innovations. Sponsors national and regional conferences, peer networking, research, publications, briefings and government affairs. NASTD develops and supports issues committees and ad hoc working groups to focus on high-priority and time-sensitive issues for the states.	1 and 2
Various Private Businesses	Private Business Organization	Cable and Wiring Vendor on IDT to provide cabling and wiring services to state agency customers.	1
Various Private Businesses	Private Business Organization	Network Services, VoIP, Contact Center and IVR Service Provider	1
Various Private Businesses	Private Business Organization	Network Services provider to customer agencies	1
Various Private Businesses	Private Business Organization	Network Services Vendor, Local Services Telephone Vendor	1
Various Private Businesses	Private Business Organization	Internet Services Vendor	1
Various Private Businesses	Private Business Organization	Local Services Telephone Vendor	1
Various Power Utility Businesses	Private Business Organization	Palmetto 800 Radio System	1 and 2
Various Telecommunications Providers	Private Business Organization	Palmetto 800 Radio System	1 and 2
800 Advisory Committee	Professional Association	Palmetto 800 Radio System	1 and 2
FCC Region 37 800 and 700 MHz Committees	Federal Government	Palmetto 800 Radio System	1 and 2
APCO	Professional Association	Palmetto 800 Radio System	1 and 2
Motorola	Private Business Organization	Palmetto 800 Radio System	1 and 2
Various Local Governments	Local Government	Palmetto 800 Radio System	1 and 2
Various State Agencies	State Government	Palmetto 800 Radio System	1 and 2
State Superintendent of Education	State Government	K-12 School Technology Initiative	4
Executive Director of State Library	State Government	K-12 School Technology Initiative	4
President of SCETV	State Government	K-12 School Technology Initiative	4
Executive Director of Education Oversight Committee	State Government	K-12 School Technology Initiative	4
President of AT&T South Carolina	Private Business Organization	K-12 School Technology Initiative	4
Representative of Independent Telephone Companies	Private Business Organization	K-12 School Technology Initiative	4
All State Agencies	State Government	Developing a method to incorporate information technology planning into the budget development process.	5
All State Agencies	State Government	Integrating budget development data and process into agency accountability reports.	5
All State Agencies	State Government	Developing and training on statewide performance metrics to be used in agencies' accountability reports.	1
All State Agencies	State Government	Develop an interactive website (transparency hub) to provide department and statewide data, reports, and general information for other agencies and stakeholders.	1
TBD Private Vendor	Private Business Organization	Develop an interactive website (transparency hub) to provide department and statewide data, reports and general information for other agencies and stakeholders.	1
South Carolina Enterprise Information Systems (SCEIS)	State Government	Develop an interactive website (transparency hub) to provide department and statewide data, reports and general information for other agencies and stakeholders.	1

Government Finance Officers Association (GFOA)	Professional Association	Assisting the Governor's Office to complete requirements, apply and receive the GFOA Distinguished Budget Award.	5
University of South Carolina	Higher Education Institute	Developing internal staff competencies to assist other agencies on performance measurement system.	2
Statewide Mediators Pool	State Government	Provide neutral third-party employment dispute resolution.	1
SCCADVASA	Non-Governmental Organization	Provide resources to prevent domestic and workplace violence.	4
National Compensation Association of State Governments	Non-Governmental Organization	National Compensation Association of State Governments (NCASG) annually conducts the National Compensation Survey, Benefits Survey and the Executive Survey and prepares reports for member states.	1
Higher Education Efficiency and Accountability Procedures Act	Higher Education Institute	Provide guidance for compensation and classification for universities and colleges.	1 and 2
Agency Head Salary Commission	State Government	Provide administrative support.	1 and 2
The Information Technology Professionals of South Carolina	Non-Governmental Organization	Enhance and develop IT management function.	5.1.3
Various State Agencies	State Government	eGovernment Oversight Committee	1 and 2
South Carolina Municipal Association	Private Business Organization	eGovernment Oversight Committee	1 and 2
South Carolina Association of Counties	Private Business Organization	eGovernment Oversight Committee	1 and 2
South Carolina Banker's Association	Private Business Organization	eGovernment Oversight Committee	1 and 2
Independent Insurance Agents and Brokers of South Carolina	Private Business Organization	eGovernment Oversight Committee	1 and 2
South Carolina Bar Association	Professional Association	eGovernment Oversight Committee	1 and 2
Various State Agencies	State Government	South Carolina Assistive Technology Advisory Committee	2
Various State Agencies	State Government	SCEIS Executive Oversight Committee	1, 2, 4, and 5
Various Local Governments	Local Government	S.C. Chapter of Government Management Information Sciences (SC.GMIS)	1 and 2
Various State Agencies	State Government	S.C. Chapter of Government Management Information Sciences (SC.GMIS)	1 and 2
South Carolina Information Network (SCINET) User Council	Local Government	Provide guidance on network related issues and meets on an as needed basis.	1 and 2
United States Secret Services (USSS)	Federal Government	South Carolina Information Sharing and Analysis Center (SC-ISAC)	1, 2, and 5
Various State Agencies	State Government	South Carolina Information Sharing and Analysis Center (SC-ISAC)	1, 2, and 5
Department of Homeland Security	Federal Government	South Carolina Information Sharing and Analysis Center (SC-ISAC)	1, 2, and 5
U.S. CERT	Federal Government	South Carolina Information Sharing and Analysis Center (SC-ISAC)	1, 2, and 5
Multi-State ISAC	State Government	South Carolina Information Sharing and Analysis Center (SC-ISAC)	1, 2, and 5
Various State Agencies	State Government	Provide administrative support and guidance as requested	1, 2, and 5
Internal Revenue Service (IRS)	Federal Government	Collaborate with SCEIS, the statewide enterprise accounting system that standardizes the state's business processes.	1 and 2
Various State Agencies	State Government	Collaborate with SCEIS, the statewide enterprise accounting system that standardizes the state's business processes.	1, 2, 4, and 5
Various State Colleges and Universities	Higher Education Institute	Collaborate with SCEIS, the statewide enterprise accounting system that standardizes the state's business processes.	1, 2, 4, and 5
Various State Technical Colleges	Private Business Organization	Collaborate with SCEIS, the statewide enterprise accounting system that standardizes the state's business processes.	1, 2, 4, and 5
SAP	Private Business Organization	Collaborate with SCEIS, the statewide enterprise accounting system that standardizes the state's business processes.	1, 2, 4, and 5
SuccessFactors	Private Business Organization	Learning Management System and other HR support functionalities	1, 2, 3, 4, and 5
TAPFIN	Private Business Organization	Provides contract consultants to augment SAP expertise of SCEIS staff.	1, 2, and 5
Various State Agencies	State Government	Collaborate with the Executive Budget Office (EBO) in the development of the Governor's budget and oversight of the annual state budget for South Carolina.	1, 2, and 5
Various State Agencies	State Government	Collaborate with the Capital Planning and Budgeting Unit to oversee the execution of the state's permanent improvement projects program.	1, 2, and 5
National Association of State Budget Officers (NASBO)	Professional Association	Guide states in analysis of budget options and formation of sound public policy.	1, 2, and 5
Executive Branch/Various State Agencies	State Government	DSHR provides consultation services to state agencies on human resources policies and practices	1 and 2
Various State Agencies	State Government	DSHR administers alternative dispute resolution process for state agencies	1 and 2
National Association of State Personnel Executives (NASPE)	Non-Governmental Organization	NASPE provides training and information about HR best practices	1
Society of Human Resources Management (SHRM)	Non-Governmental Organization	SHRM provides training and information about HR best practices	1
National Compensation Association of State Governments	Non-Governmental Organization	National Compensation Association of State Governments (NCASG) annually conducts the National Compensation Survey, Benefits Survey and the Executive Survey and prepares reports for member states.	1
Statewide Mediators Pool	State Government	Provide neutral third-party employment dispute resolution.	1 and 2
NeoGov	Private Business Organization	Operates the jobs portal for state government and onboard module	

Various Higher Education Councils (HEEAPA/CHRD)	State Government	Higher Education Councils created to recommend changes to laws, regulations, policies and practices impacting public higher education institutions	1, 2, and 5
College and University Professional Association (CUPA)	Non-Governmental Organization	College and University Professional Association for human resource assistance	1
United States Department of Housing and Urban Development (HUD)	Federal Government	Provides Community Block Grant-Disaster Recovery (CDBG-DR) and Community Block Grant-Mitigation (CDBG-MIT) grants, as well as technical assistance, monitoring and compliance	2, 3, and 4
Federal Emergency Management Agency (FEMA)	Federal Government	Provides Disaster Case Management Program grants as well as post-disaster data	2, 3, and 4
Small Business Administration (SBA)	Federal Government	Provides post-disaster data	2 and 4
South Carolina Emergency Management Division (SCEMD)	State Government		2
South Carolina Department of Natural Resources (DNR)	State Government	Assists in the development and feasibility analysis of mitigation projects	2
South Carolina Department of Health and Environmental Control (DHEC)	State Government	Assists in post-disaster education of mold-mitigation and water analysis	2 and 3
South Carolina State Housing Authority	State Government	Provides funds for disaster housing construction and repair	2
Allendale County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Bamberg County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Barnwell County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Beaufort County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Berkeley County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Calhoun County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Charleston County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Chesterfield County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Clarendon County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Colleton County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Darlington County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Dillon County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Dorchester County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Fairfield County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Florence County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Georgetown County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Greenville County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Greenwood County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Hampton County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Horry County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Jasper County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Kershaw County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Lee County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Marion County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Marlboro County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Newberry County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Orangeburg County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Spartanburg County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Sumter County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Williamsburg County	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
Lexington County	Local Government	Share lessons learned in disaster recovery	2
Richland County	Local Government	Share lessons learned in disaster recovery	2
City of Sumter	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2
City of Charleston	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 3
City of Columbia		Share lessons learned in disaster recovery	2 and 3
AECOM Engineering Company	Private Business Organization	Contracted to conduct watershed study of Santee and PeeDee river basins	2 and 3
Horne, LLP	Private Business Organization	Contracted to execute the 2015 and 2016 disaster recovery programs	2 and 3
South Carolina Voluntary Organizations Active in Disasters	Non-Governmental Organization	Shares information concerning disaster recovery assistance available	3 and 4
St. Bernard Project (SBP)	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4

Darlington County Long Term Recovery Group (LTRG)	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Florence County Long Term Recovery Group (LTRG)	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Marion County Long Term Recovery Group (LTRG)	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Tri-County Long Term Recovery Group (LTRG)	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Waccamaw Long Term Recovery Group (LTRG)	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
BCD Long Term Recovery Group (LTRG)	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Edisto Regional Long Term Recovery Group (LTRG)	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Winyah Bay Long Term Recovery Group (LTRG)	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Low Country Long Term Recovery Group (LTRG)	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Lakelands Long Term Recovery Group (LTRG)	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Dillon Long Term Recovery Group (LTRG)	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Feed the Children	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
South Carolina Legal Services	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
American Red Cross	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Samaritan Ministries	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
United Way of South Carolina	Non-Governmental Organization	Assist in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
National Association for the Advancement of Colored People (NAACP)	Non-Governmental Organization	Assists in reaching citizens affected by the 2015, 2016 and 2018 disasters.	3 and 4
South Carolina Habitat for Humanity	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Your Foundation/One SC Fund	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Convoy of Hope	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Mennonite Disaster Services	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
United Methodist Church South Carolina Disaster Services	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Salvation Army	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
United Way of Sumter	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
South Carolina Southern Baptist Disaster Relief	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Harvest Hope Food Bank	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Black River United Way	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Darlington Habitat for Humanity	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Greenwood Habitat for Humanity	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Charleston Catholic Diocese	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Catholic Charities	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
Lutheran Services of South Carolina	Non-Governmental Organization	Assists in the recovery of citizens from the 2015, 2016 and 2018 disasters.	3 and 4
University of South Carolina	Higher Education Institute	Assists in the development of Social Vulnerability Indexes for disasters	3
University of Central Florida	Higher Education Institute	Assists in the development of Social Vulnerability Indexes for disasters	3
Institute of Internal Auditor (IIA)	Professional Association	Assists in the recovery of citizens from disasters and development of potential mitigation projects	4
Association of Certified Fraud Examiners (ACFE)	Professional Association	Assists in the recovery of citizens from disasters and development of potential mitigation projects	4
South Carolina State Internal Auditors Association (SCSIAA)	Professional Association	Assists in the recovery of citizens from disasters and development of potential mitigation projects	4
South Carolina Board of Accountancy for Certified Public Accountants	Professional Association	Assists in the recovery of citizens from disasters and development of potential mitigation projects	4
Waccamaw Regional Council of Governments	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 4
Association of Counties	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 4
Municipal Association	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 4
Santee Lynches Regional Council of Governments	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 4
Berkeley-Charleston-Dorchester Council of Governments	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 4
Pee Dee Regional Council of Governments	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 4
Lower Savannah Regional Council of Governments	Local Government	Assists in the recovery of citizens from disasters and development of potential mitigation projects	2 and 4
Various State Agencies	State Government	South Carolina Continuum of Care	2
Various Medicaid Contracted Care Organizations	Private Business Organization	South Carolina Continuum of Care	2
Various Continuum of Care Qualified Providers	Private Business Organization	South Carolina Continuum of Care	2
University of Maryland	Higher Education Institute	South Carolina Continuum of Care	2
Various Family Organizations	Private Business Organization	South Carolina Continuum of Care	2
Various Federal Agencies	Federal Government	South Carolina Continuum of Care	2

Various State Agencies	State Government	South Carolina Developmental Disabilities Council	1 and 2
Various Local Governments	Local Government	South Carolina Developmental Disabilities Council	1 and 2
Various Federal Agencies	Federal Government	South Carolina Developmental Disabilities Council	1 and 2
Various Individuals and their families with disabilities	Individual	South Carolina Developmental Disabilities Council	2
South Carolina Developmental Disabilities Council	Professional Association	South Carolina Developmental Disabilities Council	1 and 2
Community Action Agencies and Emergency Shelters	Non-Governmental Organization	Office of Economic Opportunity (OEO), which administers and distributes funds for local initiatives in collaboration with all of South Carolina's 46 counties.	1 and 2
Various federal agencies including DHHS and HUD	Federal Government	Office of Economic Opportunity (OEO), which administers and distributes funds for local initiatives in collaboration with all of South Carolina's 46 counties.	1 and 2
Various Utility Companies and Cooperatives within South Carolina	Private Business Organization	Office of Economic Opportunity (OEO), which administers and distributes funds for local initiatives in collaboration with all of South Carolina's 46 counties.	1 and 2
Various Local Governments	Local Government	Guardian ad Litem (GAL) Program	3
Various State Agencies	State Government	Guardian ad Litem (GAL) Program	3
Various State Agencies	State Government	Training Resource for Guardian ad Litem (GAL) volunteers and staff.	3
S.C. Department of Social Services	State Government	Title IV-E Funding for training of Guardian ad Litem volunteers and staff.	3
Various South Carolina Based Children's Welfare Programs and Organizations	Non-Governmental Organization	Guardian ad Litem (GAL) Program	3
S.C. Department of Social Services	State Government	IV-E Funding for training of Guardian ad Litem (GAL) volunteers and staff	3
Various State Agencies	Higher Education Institute	Training Resource for Guardian ad Litem (GAL) volunteers and staff	3
Various Local Governments	Local Government	Office of the Ombudsman	2
Various State Agencies	State Government	Office of the Ombudsman	2
Various Federal Agencies	Federal Government	Office of the Ombudsman	2
Various State Agencies	State Government	Small and Minority Business Contracting and Certification (SMBCC)	2
Various Federal Agencies	Federal Government	Small and Minority Business Contracting and Certification (SMBCC)	2
Various, minority owned South Carolina businesses	Private Business Organization	Small and Minority Business Contracting and Certification (SMBCC)	2
U.S. Department of Veterans Affairs (VA)	Federal Government	Division of Veterans' Affairs	2
U.S. Department of Labor	Federal Government	Division of Veterans' Affairs	2
U.S. Department of Defense Employer Support of the Guard and Reserves (ESGR)	Federal Government	Division of Veterans' Affairs	2
Various South Carolina State Veterans Nursing Homes	State Government	Division of Veterans' Affairs	2
Various State Agencies	State Government	Division of Veterans' Affairs	2
County Veterans Affairs Offices	Local Government	Division of Veterans' Affairs	2
Veterans Service Organizations	Professional Association	Division of Veterans' Affairs	2
Executive Branch/State Agencies	State Government	Children's Affairs	2
Various School Districts	Local Government	Children's Affairs	2
Various State Agencies	State Government	The Foster Care Review Board (FCRB) monitors the progress in achieving permanent placements for children in foster care.	2
Various Federal Agencies	Federal Government	The Foster Care Review Board (FCRB) monitors the progress in achieving permanent placements for children in foster care.	2
Various South Carolina based Foster Care Organizations	Non-Governmental Organization	The Foster Care Review Board (FCRB) monitors the progress in achieving permanent placements for children in foster care.	2
Various National Foster Care Organizations	Non-Governmental Organization	The Foster Care Review Board (FCRB) monitors the progress in achieving permanent placements for children in foster care.	2
S.C. Heart Gallery Foundation	Non-Governmental Organization	The Heart Gallery Foundation in South Carolina supports the operation of the S.C. Heart Gallery Program by providing child profile videos for adoption recruitment and through promoting community adoption recruitment activities.	1 and 2
Professional Photographers	Individual	The S.C. Heart Gallery partners with community professional photographers who donate their services and provide photographs for child-specific adoption recruitment.	1 and 2
Various South Carolina based businesses and faith based organizations	Non-Governmental Organization	The S.C. Heart Gallery partners with various organizations to provide adoption recruitment through public photograph exhibits.	1 and 2
Various South Carolina and national Adoption Organizations	Non-Governmental Organization	The S.C. Heart Gallery partners with various Adoption organizations to facilitate adoption recruitment activities.	1 and 2

International Association of Privacy Professionals	Professional Association	The International Association of Privacy Professionals (IAPP) provides a comprehensive body of resources to the global information privacy community, including training and certifications.	2, 3, and 4
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DEPARTMENT OF ADMINISTRATION					Fiscal Year 2018-2019		
					Accountability Report		
D500	Section:	093		Report and External Review Template			
Is this a Report, Review, or both?	Report or Review Name	Name of Entity Requesting the Report or Conducting Review	Type of Entity	Reporting Frequency	Current Fiscal Year: Submission Date or Review Timeline (MM/DD/YYYY)	Summary of Information Requested in the Report or Reviewed	Method to Access the Report or Information from the Review
External Review and Report	Agreed Upon Procedures Audit	Office of the State Auditor (OSA)	State	Annually	6/30/18	Review of financial transactions and procedures	http://osa.sc.gov/
External Review and Report	Single Audit	Office of the State Auditor (OSA)	State	Annually	6/30/18	Review of grant revenues and expenditures	http://osa.sc.gov/
External Review and Report	K-12 Technology Panel	S.C. General Assembly	State	Annually	5/30/18	Directs the K-12 Technology panel to issue a report on the efforts to improve connectivity and bandwidth to schools and libraries throughout the state.	K-12 Technology Committee
External Review and Report	First Responder Interoperability (800MHZ)	S.C. General Assembly	State	Annually	12/19/2018	Directs the Department to prepare an annual report of the integration status of the statewide Palmetto 800 MHz system. Report submitted to the House Ways and Means Committee and the Senate Finance Committee Chairs.	House Ways and Means and Senate Finance
External Review and Report	Safeguards Inspection	S.C. Department of Social Services (DSS) Internal Audit Division	State	Annually	8/8/2018	Compliance review based on IRS Publication 1075	Final copy of report provided to DTO
External Review and Report	Safeguards Inspection	S.C. Department of Revenue (DOR) Internal Audit Division	State	Annually	8/8/2018	Compliance review based on IRS Publication 1075	Final copy of report provided to DTO
External Review and Report	CJIS Inspection	Federal Bureau of Investigation (FBI) and the South Carolina Law Enforcement Division (SLED) Criminal Justice Information Services (CJIS) Office	Federal	Other	3/29/2018	Compliance review based on US DOJ Criminal Justice Information Services Security Policy	Available by request from Bruce Smalley at the South Carolina Law Enforcement Division (SLED) Criminal Justice Information Services (CJIS) Office
External Review and Report	Discrimination Policy	S.C. General Assembly	State	Annually	10/31/2018	Directs each agency to report employment and filled vacancy data by race and sex to the Human Affairs Commission.	State Human Affairs Commission
External Review and Report	Personal Service Reconciliation	S.C. General Assembly	State	Annually	2/1/2019	Directs the Executive Budget Office to report the FTE employee count and unfunded position status. Report submitted to the House Ways and Means Committee and the Senate Finance Committee Chairs.	House Ways and Means and Senate Finance
External Review and Report	Base Budget Analysis	S.C. General Assembly	State	Annually	9/15/2018	Directs each agency to prepare an annual accountability report and submit to the Executive Budget Office.	Executive Budget Office
External Review and Report	Voluntary Separation Incentive Program	S.C. General Assembly	State	Annually	8/15/2018	Directs each agency to prepare a report of its use of the state's Voluntary Separation Incentive program and submit to the Division of State Human Resources. Directs DSHR to provide the report to the House Ways and Means Committee and the Senate Finance Committee upon request.	House Ways and Means and Senate Finance
External Review and Report	Debt Collection Reports	S.C. General Assembly	State	Annually	08/31/18	Directs each agency to provide the House Ways and Means Committee Chair, Senate Finance Committee Chair, and Inspector General a report detailing the amount of its outstanding debt and all methods it has used to collect that debt.	Inspector General, House Ways and Means, and Senate Finance
External Review and Report	Organizational Charts	S.C. General Assembly	State	Annually	9/1/2018	Directs each agency to provide the Human Resources Division an updated organizational chart annually or within 30 days after a change that affects an employee's grievance rights.	Department of Administration's Human Resources Division
External Review and Report	Fees and Fines Report	S.C. General Assembly	State	Annually	08/31/18	Directs each agency to publish a report of all aggregate amounts of fines and fees charged and collected by the agency during the prior fiscal year. Reports should be posted on the agency's website and submitted to the House Ways and Means Committee and the Senate Finance Committee Chairs.	Agency's website

External Review and Report	Bank Account Transparency and Accountability	State Fiscal Accountability Authority (SFAA)	State	Annually	8/1/2018	Requires state agencies, excluding higher education institutions, that have composite reservoir bank accounts or any other accounts containing public funds which are not included in the Comptroller General's STARS system or the SCEIS system to prepare a report for each account disclosing every transaction and submit to the State Fiscal Accountability Authority.	State Fiscal Accountability Authority
External Review and Report	IT and INFOSEC Plans	S.C. General Assembly	State	Annually	10/1/2018	Directs all state agencies to submit an information technology and an information security plan to the Department's Division of Technology.	Department of Administration's Division of Technology
External Review and Report	Year-End Expenditures	Office of the Comptroller General (OCG)	State	Annually	7/20/18	Directs all state agencies to submit all current fiscal year input documents and all electronic workflow for accounts payable transactions to the Comptroller General's Office.	Comptroller General's Office and SCEIS
External Review and Report	South Carolina Enterprise Information System (SCEIS) Status Report	S.C. General Assembly	State	Annually	1/31/2018	In cooperation with the Comptroller General and the State CIO, the South Carolina Enterprise Information System Oversight Committee is required to report by January thirty-first 31 of the fiscal year to the Governor, the Chairman of the Senate Finance Committee, and the Chairman of the House Ways and Means Committee the status of the system's implementation and ongoing operations.	Governor, House Ways and Means Committee Chair, and Senate Finance Committee Chair
External Review and Report	Federal Grant Cash Status Reporting	Federal Government	State	Quarterly	07/15/18	Quarterly cash status reports	Grants.Gov
External Review and Report	Schedule of Federal Financial Awards	Federal Government	State	Annually	No date listed	Schedule of Cash, Receipts, Expenditures, etc.	State Auditor' Office
External Review and Report	Small and Minority Business Expenditures	Small and Minority Business Expenditures (OSMB)	State	Quarterly	6/30/19	Expenditures to Certified Small and Minority Vendors	Office of Small and Minority Businesses
External Review and Report	Year-end Reporting Packages	Office of the S.C. Comptroller General (OCG)	State	Annually	July 5 - Oct 22, 2019	Financial information to be used in compilation of Comprehensive Annual Financial Report (CAFR)	Office of the Comptroller General
Internal Review and Report	Annual Service Delivery Evaluation	S.C. General Assembly	State	Annually	No date listed	Evaluation of the delivery of services offered by the Continuum of Care Program Director and make recommendations for improvements.	University of South Carolina System of Care
External Review and Report	Comprehensive Permanent Improvement Plan (CPIP)	S.C. General Assembly	State	Annually	6/30/19	Complete and submit CPIP to Joint Bond Review Committee and State Fiscal Accountability Authority	Joint Bond Review Committee (JBRC) and State Fiscal Accountability Authority (SFAA)
External Review and Report	State House Operation and Maintenance Account Report	S.C. State House Committee	State	Annually	11/5/19	Expenditures for State House maintenance and operations	Submitted to Senator Harvey Peeler, State House Committee Chairman
External Review and Report	Federal Grant Cash Status Reporting	Federal Government	Federal	Other	6/30/19	Cash balances and expenditures	grants.gov
External Review and Report	Schedule of Expenditures of Federal Awards (SEFA)	Office of the State Auditor (OSA)	State	Annually	08/15/18	Grant reporting by CFDA for cash balances, revenues and expenditures and other debits and credits	Office of the State Auditor
External Review and Report	Procurement Sole Source, Emergency and Unauthorized Procurement Reports	Procurement Services (MMO)	State	Quarterly	6/30/19	Summary of procurements for the quarter by type	State Procurement Office (MMO)
External Review and Report	Statewide Cost Allocation schedules (SWCAP)	Executive Budget Office (EBO)	State	Annually	12/31/18	Summary of allocable cost from statewide activities and all internal service funds	Executive Budget Office
Internal Review and Report	Budget Decision Packet	Executive Budget Office (EBO)	State	Annually	09/21/18	New IT Budget Requests - State Agencies	Distributed to EBO
Internal Review and Report	State Fleet Management Annual Review Report	Required by Motor Vehicle Management Act (SC Code §1-1-260)	State	Annually	No date listed	Review of fleet operations for the previous fiscal year.	Hard and electronic copies available.
External Review only	1033 Program Compliance Review	U.S. Defense Logistics Agency	Federal	Other	March 19-23, 2018	Bi-annual review by federal Law Enforcement Support Office staff from the Defense Logistics Agency of the state's 1033 Program to ensure that property accountability records are properly maintained.	U.S. Defense Logistics Agency or SC Surplus Property Office
Internal Review and Report	Motor Vehicle Management Review Report (MVMR)	S.C. General Assembly [SC Code Sec. 1-11-260(A)]	State	Annually	No date listed	Review of statewide fleet performance and operations for the preceding fiscal year.	Hard and electronic copies available upon request
External Review only	Federal General Services Administration (GSA) 3040 Report	U.S. General Services Administration	Federal	Quarterly	No date listed	The Surplus Property Office submits quarterly reports to the GSA listing the amount of property donated to the state, amount of property donated to sub-recipients, and the amount of property sold by GSA that was allocated to the state.	U.S. General Services Administration

External Review only	Federal Sub-recipient Monitoring Report	U.S. General Services Administration	Federal	Annually	No date listed	The Surplus Property Office submits an annual report to GSA of any federal donees that received enough federal property to meet the threshold to require an OMB Circular A-133 Single Audit.	U.S. General Services Administration
External Review only	EPAct 92 Standard Compliance Report	U.S. Department of Energy	Federal	Annually	12/31/18	Annual survey of alternative fuel vehicles (AFVs) purchased during the prior October 1-September 30 federal fiscal year as required by the Energy Policy Act of 1992. The state is required to make at least 75 percent of its eligible light-duty vehicle purchases be classified as AFVs or earn credits through the use of bio-diesel fuel.	U.S. Department of Energy
External Review and Report	Energy Information Administration EIA - Form EIA-886 Annual Survey of Alternative Fuel Vehicles	U.S. Dept. of Energy / U.S. Energy Information Administration	Federal	Annually	7/31/18	Collecting information on the number of alternative fuel vehicles (AFVs) made available, the distribution of AFVs in use, and alternative transportation fuels (ATFs) consumed.	U.S. Energy Information Administration and U.S. Department of Energy
External Review and Report	Energy Conservation Report	S.C. State Energy Office (Statutory - 48-52-820 and 48-52-640)	State	Annually	11/28/18	Energy consumption, energy conservation measures implemented, energy conservation products purchased	Submitted to State Energy Office
External Review and Report	Emissions Inventory Report	S.C. Department of Health and Environmental Control	State	Other	No date listed	Emissions Inventory Report for Energy Facility Building (and the Hayne Laboratory Building) as required by S.C. Reg. 61-62.1 Section III. The 1990 Federal Clean Air Act required any facility which has the potential to emit certain levels of air pollution to submit semi-annual reports after being permitted.	Department of Administration and S.C. Department of Health and Environmental Control
External Review and Report	Continuum of Care Annual Cost Report	S.C. Department of Health and Human Services	State	Annually	2/27/2019	Reports for FY 2018 concerning Targeted Case Management.	S.C. Department of Health and Human Services
External Review and Report	Consolidated Annual Performance Evaluation Report	S.C. Department of Commerce	State	Annually	6/25/2019	Environmental, Social, and Governance (ESG) Grant	Integrated Disbursement and Information System (IDIS) of the U.S. Department of Housing and Urban Development
External Review only	Community Services Block Grant (CSBG) Annual Report (formerly the Information Survey (IS) Report)	National Association for State Community Service Programs (NASCSPP)	Federal	Annually	4/30/2019	Community Services Block Grant (CSBG) subgrantee report compilation	U.S. Department of Health and Human Services NASCSPP Database/OEO file - copy
External Review only	Low Income Home Energy Assistance Program (LIHEAP) Grantee Survey	U.S. Department of Health and Human Services	Federal	Annually	1/29/2019	Low Income Home Energy Assistance Program (LIHEAP) Grant	U.S. Department of Health and Human Services OLDC Database/OEO File Copy
External Review only	Low Income Home Energy Assistance Program (LIHEAP) Household Report	U.S. Department of Health and Human Services	Federal	Annually	2/15/2019	Low Income Home Energy Assistance Program (LIHEAP) Grant	U.S. Department of Health and Human Services OLDC Database/OEO File Copy
External Review only	Annual Historic Preservation Report	U.S. Department of Energy	Federal	Annually	Reporting period 9/1/18 – 8/31/19; due 9/13/19	Weatherization Assistance Program (WAP) Identifies the number of activities exempt from further historic preservation review	U.S. Department of Energy Performance and Accountability for Grants in Energy website
External Review only	Quarterly Performance Reports	U.S. Department of Energy	Federal	Quarterly	10/26/2018, 1/25/2019, 4/24/2019, and 7/30/2019	Weatherization Assistance Program (WAP) Grants, dwellings weatherized, and people served	U.S. Department of Energy
External Review only	Annual Training, Technical Assistance, Monitoring, and Leveraging Report	U.S. Department of Energy	Federal	Annually	4/30/2019	Weatherization Assistance Program (WAP) Grants, summary of trainings, and monitoring visits	U.S. Department of Energy
External Review only	Federal Financial Report LIHEAP	U.S. Department of Health and Human Services	Federal	Annually	12/28/2018	Annual financial data to include cash disbursements and obligations	OLDC (Online data collection)
External Review only	Federal Financial Report CSBG	U.S. Department of Health and Human Services	Federal	Annually	12/28/2018	Financial data to include cash receipts, disbursement, unliquidated obligations, cash on hand, and year-end balances	OLDC (Online data collection)
External Review only	Quarterly Federal Financial Report Weatherization	U.S. Department of Energy	Federal	Quarterly	10/26/2018, 1/25/2019, 4/24/2019, and 7/30/2019	Fiscal year cash disbursements, cash receipts, cash on hand, obligations, IDC, unliquidated obligations, and budget activity	IDOE website
External Review only	Carryover and Re-allotment Report	U.S. Department of Health and Human Services	Federal	Annually	8/10/18	Total award allocation for LIHEAP program only and projected carry forward balance for upcoming year	OLDC (Online data collection)
External Review only	S.C. Developmental Disabilities Council (DDC) Program Performance Report	U.S. Administration on Intellectual and Developmental Disabilities (AIDD)	Federal	Annually	12/31/18	The work of council--specific template	Submitted in on-line reporting system
External Review only	S.C. Developmental Disabilities Council (DDC) State Plan Amendment	U.S. Administration on Intellectual and Developmental Disabilities (AIDD)	Federal	Annually	12/31/18	Update the S.C. Developmental Disabilities Council 5-year state plan	Submitted in on-line reporting system

Internal Review and Report	Foster Care Review Board (FCRB) 2017-2018 Annual Report and Recommendations	Governor's Office, State FCRB Board Members, and State FCRB Director	State	Annually	9/15/18	Reviews activities of the program, shares transitional data for children in foster care, and makes recommendations for improvement in child advocacy and permanency.	Foster Care Review Board (FCRB) website
External Review and Report	U.S. Department of Housing and Urban Development (HUD) Technical Inspections	U.S. Department of Housing and Urban Development	Federal	Annually	8/1/18	All program information concerning intake process, eligibility, performance, finances, financial controls, environmental compliance, auditing and monitoring.	Available from DRO or HUD upon request
External Review and Report	2015 Disaster Recovery Quarterly Progress Report (QPR)	U.S. Department of Housing and Urban Development (HUD)	Federal	Quarterly	07/30/2018,09/30/2018, 01/30/2019, and 04/30/2019	All program information concerning activities, performance, and finances.	HUD Website
External Review and Report	2016 Disaster Recovery Quarterly Progress Report (QPR)	U.S. Department of Housing and Urban Development (HUD)	Federal	Quarterly	07/30/2018,09/30/2018, 01/30/2019, and 04/30/2019	All program information concerning activities, performance, and finances.	HUD Website
External Review and Report	2016 Disaster Case Management Program Monitoring Report	Federal Emergency Management Agency (FEMA)	Federal	Other	Provided at end of FEMA program monitoring review	Summary of FEMA program compliance monitoring	Available from Palmetto Disaster Recovery (PDR) upon request
External Review and Report	2016 Disaster Case Management Program Financial Report	Federal Emergency Management Agency (FEMA)	Federal	Quarterly	Due 30 days after the end of the quarter	Update on grant budget and financial data	Available from Palmetto Disaster Recovery (PDR) upon request
External Review and Report	2016 Disaster Case Management Program Financial Closeout Report	Federal Emergency Management Agency (FEMA)	Federal	Other	Due 90 days after the end of the grant performance period	Final report of grant budget and financial data	Available from Palmetto Disaster Recovery (PDR) upon request
External Review and Report	2016 Disaster Case Management Program Data Closeout Report	Federal Emergency Management Agency (FEMA)	Federal	Other	Due 90 days after the end of the grant performance period	Report on the closeout of the grant program data and activities	Available from Palmetto Disaster Recovery (PDR) upon request
External Review and Report	2016 Disaster Case Management Program Data Report	Federal Emergency Management Agency (FEMA)	Federal	Quarterly	Due 30 days after the end of the quarter	Update on grant program data and activities	Available from Palmetto Disaster Recovery (PDR) upon request
External Review and Report	2016 Disaster Case Management Program Data Report	Federal Emergency Management Agency (FEMA)	Federal	Monthly	Due by 15th day of the month	Monthly and total to date grant program data	Available from Palmetto Disaster Recovery (PDR) upon request
Internal Review and Report	2015 and 2016 Disaster Recovery Program Assessment	S.C. Disaster Recovery Office (DRO)	State	Quarterly	07/18/2018,11/27/2018, 01/15/2019, 04/16/2019	Review of quarterly performance of contractor and SCDRO.	Available from DRO upon request
Internal Review and Report	SCDRO Audit Report	CDBG-DR Steering Committee	State	Twice a year	8/30/2018 and 1/3/2019	Report of Audit Findings and Concerns for the past 6 months.	Emailed to Steering Committee members and available upon request from SCDRO Audit Internal team
External Review and Report	Interagency Stakeholders Coordination Briefing	Various stakeholder partners involved in disaster recovery	Outside Organization	Monthly	4th Thursday of every month	Update of the disaster recovery and disaster case management programs	Slides are sent to all participants before and after the briefing
External Review and Report	Historical Preservation Annual Report for 2015 and 2016 Disaster Recovery Programs	HUD and State Historical and Preservation Office (SHPO)	Federal	Annually	7/10/18	A list of disaster recipients, by disaster, by county, by construction type, and Tier 2 allowance used.	Available on the DRO website and from SHPO upon request
External Review and Report	Member Management Replacement System ADP Assessment	S.C. Department of Health and Human Services (HHS) and U.S. Department of Health and Human Services	Federal	Other	10/21/18	Compliance review based on MARS-E security controls framework.	SCDHHS MMRS office has the final report. DTO was notified of any findings.
External Review and Report	South Carolina SNAP-NDNH Review	S.C. Department of Social Services (DSS) and U.S. Office of Child Support Enforcement	Federal	Other	3/14/19	Review of physical, technical, and management security as they related to the protection of information systems and sensitive data under the purview of the Office of Child Support Enforcement, Division of Federal Systems.	SCDSS Child Enforcement Office has the final report. There were no findings against DTO.
External Review and Report	Statewide Real Estate Plan Implementation	S.C. General Assembly	State	Annually	12/30/18	State agency compliance with site selection and space standards, use of the real estate chart of accounts, M&O contract consolidation, deferred maintenance plans, and real property inventory reporting	Senator Hugh Leatherman, Chairman of Senate Finance Committee and Representative Murrell Smith, Chairman of House Ways and Means Committee
External Review only	GSA Review of Federal Surplus Program Operations	U.S. General Services Administration	Federal	Other	3/18-21/19	Quadrennial review by the U.S. General Services Administration of the operations of the state's Federal Surplus Program to determine if it was operating in accordance with federal law and regulations and the state's plan of operation	U.S. General Services Administration or SC Surplus Property Office
Internal Review and Report	Small and Minority Business Contracting and Certification Annual State Minority Report	Governor's Office and the S.C. General Assembly	State	Annually	9/15/18	Reviews activities of the program, shares transitional data for children in foster care, and makes recommendations for improvement in child advocacy and permanency.	Hard copies are available in the SMBCC office; electronically available on the SMBCC website
Internal Review and Report	Executive Planning Portfolio Dashboard	Admin Leadership	State	Other	Every 2 weeks	Goals/Objectives/Projects Reports to Legislature	Available printed as well as online
Internal Review and Report	IT Shared Services Report on Agency Compliance	Admin Leadership and S.C. General Assembly	State	Annually	12/20/18	The state of Shared Services to the S.C. General Assembly	Available printed as well as online
Internal Review and Report	Small and Minority Business Contracting and Certification Annual Utilization Plan Report	S.C. Governor's Office	State	Annually	10/1/18	Bids awarded to small and minority businesses to include dollar amount	Supplied upon request

Internal Review and Report	Minority Business Enterprise Utilization Plan	Small and Minority Business Contracting and Certification (SMBCC)	State	Annually	7/30/18	Outlines agency minority business enterprise expenditure goal for the upcoming fiscal year	email, mail, and hand-delivered to stakeholders
Internal Review and Report	MBE Quarterly Progress Report	Small and Minority Business Contracting and Certification (SMBCC)	State	Quarterly	Due 30 days after the end of the quarter	Agency's quarterly progress report against established goal in the Minority Business Enterprise Utilization Plan	email, mail, and hand-delivered to stakeholders
Internal Review and Report	Agency Quarterly Progress Spreadsheet	Small and Minority Business Contracting and Certification (SMBCC)	State	Quarterly	Due 30 days after the end of the quarter	Internal monitoring of goal progression by SMBCC office	Excel spreadsheet available upon request