

Agency Name: Administrative Law Court  
 Agency Code: C050 Section: 58



Fiscal Year FY 2022-2023

Agency Budget Plan

**FORM A - BUDGET PLAN SUMMARY**

**OPERATING  
 REQUESTS**  
 (FORM B1)

For FY 2022-2023, my agency is (mark "X"):	
<input type="checkbox"/>	Requesting General Fund Appropriations.
<input type="checkbox"/>	Requesting Federal/Other Authorization.
<input checked="" type="checkbox"/>	Not requesting any changes.

**NON-RECURRING  
 REQUESTS**  
 (FORM B2)

For FY 2022-2023, my agency is (mark "X"):	
<input type="checkbox"/>	Requesting Non-Recurring Appropriations.
<input type="checkbox"/>	Requesting Non-Recurring Federal/Other Authorization.
<input checked="" type="checkbox"/>	Not requesting any changes.

**CAPITAL  
 REQUESTS**  
 (FORM C)

For FY 2022-2023, my agency is (mark "X"):	
<input type="checkbox"/>	Requesting funding for Capital Projects.
<input checked="" type="checkbox"/>	Not requesting any changes.

**PROVISOS**  
 (FORM D)

For FY 2022-2023, my agency is (mark "X"):	
<input type="checkbox"/>	Requesting a new proviso and/or substantive changes to existing provisos.
<input type="checkbox"/>	Only requesting technical proviso changes (such as date references).
<input checked="" type="checkbox"/>	Not requesting any proviso changes.

Please identify your agency's preferred contacts for this year's budget process.

**PRIMARY  
 CONTACT:**  
**SECONDARY  
 CONTACT:**

<i>Name</i>	<i>Phone</i>	<i>Email</i>
Jana Shealy	(803) 734-6411	jshealy@scalc.net
Danielle Cox	(803) 734-6414	dc Cox@scalc.net

I have reviewed and approved the enclosed FY 2022-2023 Agency Budget Plan, which is complete and accurate to the extent of my knowledge.

**SIGN/DATE:**  
**TYPE/PRINT  
 NAME:**

<i>Agency Director</i>	<i>Board or Commission Chair</i>
<i>Ralph K. Anderson, III</i> 9/24/21	
Ralph K. Anderson, III	

This form must be signed by the agency head – not a delegate.

Agency Name:	Administrative Law Court		
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**FORM E – AGENCY COST SAVINGS AND GENERAL FUND REDUCTION  
CONTINGENCY PLAN**

<b>TITLE</b>	Agency Cost Savings and General Fund Reduction Contingency Plan
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<b>AMOUNT</b>	\$115,137 <i>What is the General Fund 3% reduction amount? This amount should correspond to the reduction spreadsheet prepared by EBO.</i>
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<b>ASSOCIATED FTE REDUCTIONS</b>	N/A <i>How many FTEs would be reduced in association with this General Fund reduction?</i>
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<b>PROGRAM / ACTIVITY IMPACT</b>	The Administrative Law Court (ALC) is a one program agency, therefore; these funds support the entire Court, including the Office of Motor Vehicle Hearings (OMVH). Our sole mission and program is to conduct contested cases, appellate and injunctive hearings filed by agencies or citizens of the State, as well as to preside over regulation hearings. As a Court, the ALC does not have direct control over how many cases are filed or the extent of the complexity of the cases. Also, the ALC does not have multiple programs or funding options to move around to absorb a general fund reduction; therefore, any reduction in funds has the potential to negatively impact the delivery of due processes to the litigants appearing before the ALC and the OMVH.  <i>What programs or activities are supported by the General Funds identified?</i>
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<b>SUMMARY</b>	As stated above, the ALC is a one program agency and therefore we do not have multiple programs of funding options to move around to absorb a general fund reduction. Furthermore, approximately 89% of our budget goes to salary and fringe benefits. Thus a 3% reduction as requested and calculated by the Budget Office would have a negative impact on the court.
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*Please provide a detailed summary of service delivery impact caused by a reduction in General Fund Appropriations and provide the method of calculation for anticipated reductions. Agencies should prioritize reduction in expenditures that have the least significant impact on service delivery.*

**AGENCY COST  
SAVINGS PLANS**

The remaining 11% of our total budget for operating and administration of the court leaves no room for a reduction of over \$50,000, let alone \$115,000. Operating expenses for the Court include postage, rent, court reporters, computers, IT support, software, copiers, and Westlaw payments which are vital expenses that would prohibit the Court from functioning if they were eliminated or reduced by \$115,137.

*What measures does the agency plan to implement to reduce its costs and operating expenses by more than \$50,000? Provide a summary of the measures taken and the estimated amount of savings. How does the agency plan to repurpose the savings?*