

Agency Certification and Transmittal Sheet

Code:

R400

Name:

Department of Motor Vehicles

Mission Statement: The South Carolina Department of Motor Vehicles administers the State's motor vehicle licensing and titling laws by maintaining strict controls to deliver secure and valid identification, licenses, property records, while accurately accounting for the receipt and timely distribution of all revenue collected in order to best serve our citizens. To accomplish this mission, SCDMV will administer South Carolina's motor vehicle laws in an efficient, effective and professional manner in order to deliver accuracy and security in all transaction documents and to provide the highest levels of customer service to the citizens of South Carolina.

To the Office of State Budget

This, and accompanying statements, schedules, and explanatory sheets consisting of 38 pages constitute the operating budget estimates of this agency for all proposed expenditures for the 2012-2013 fiscal year.

All statements and explanations contained in the estimates submitted herewith are true and correct to the best of my knowledge.

Signed:


(Agency Head)

Date:

9/30/11

FISCAL YEAR 2012-13 BUDGET PLAN

I. EXECUTIVE SUMMARY

A. Agency Section/Code/Name:

Section 66 / R400 / Department of Motor Vehicles

B. Summary Description of Strategic or Long-Term Goals:

- (1) Provide secure and valid credentials to South Carolina citizens in an expeditious manner,
- (2) Improve accountability of Titles and Registration through both technological advances and strict internal controls,
- (3) Meeting the professional and personal needs of the Department of Motor Vehicle employees through recognition and education,
- (4) Leverage technology to enhance efficient and effective processes to eliminate internal and external error rates,
- (5) Establish appropriate fiscal controls to ensure accountability of states resources, through auditing and oversight management to ensure compliance and physical and personal stewardship,
- (6) Optimize cost avoidance by sharing best practices gained through cost benefit analysis to optimize the services provided to South Carolina citizens,
- (7) Constantly review law, policies and regulations to improve public safety and consumer protection by ensuring relevance and support of State priorities through effective legislative engagement,
- (8) Build and foster strong and positive working relationships among all Department, Agencies, Commissions, and State entities to create a more effective working environment by mitigating cumbersome bureaucratic processes with effective communications and partnership,
- (9) Leverage Strategic Communications through community partnerships and by developing engagement plans to enhance the services of those we serve,
- (10) Reduce or eliminate critical physical security failures at field operating sites and potential IT catastrophic failures,
- (11) Leverage technology to create a more effective organization,
- (12) Reduce waste, eliminate redundancy, improve customer service and decrease wait times by leveraging technology and best business practices,
- (13) Establish and implement a staff recognition program and strategic communications plan to adequately recognize the undervalued public servants at the SCDMV,
- (14) Implement the "Photo up-front" strategy,
- (15) Achieve "Material Compliance" with Real ID to provide more secure ID without sacrificing any States Rights issues.

C. 2011-2012 Agency Recurring Base Appropriation:

State	\$0
Federal	\$2,000,000
Other	\$83,000,000

D. Number of Budget Categories:

Six; Administration, Customer Service Centers, Customer Service Delivery, Driver Services, Vehicle Services, Information Technology

E. Agency-wide Vacant FTEs

Vacant FTEs as of July 31, 2011: 252

% Vacant 17.8%

F. Efficiency Measures:

Through a comprehensive strategic plan and monitoring of actual results, DMV is constantly striving to provide a quality service to the citizens of this state in an effective, efficient and professional manner. The most recent results can be viewed within Section III: Malcolm Baldrige Criteria, Category 7: Results of our FY2010 - 2011 Accountability Report.

G. Number of Provisos:

DMV requests all current provisos from FY11-12 remain intact for FY12-13. New provisos will not be requested in FY12-13.

IIA. OPERATING BUDGET PROGRAMS

Agency Section/Code/Name: Section 66 / R400 / Department of Motor Vehicles

SUMMARY OF OPERATING BUDGET PROGRAMS FOR FY 2012-13

OPERATING BUDGET PROGRAMS			FUNDING					FTEs			
Title	Activity Name	Activity No.	Non-Recurring State	Recurring State	Federal	Other	Total	State	Federal	Other	Total
Administration	Administration	1400	-	-	1,500,000	4,552,336	6,052,336	-	-	104	104
Customer Service Centers	Customer Service Centers	1401	-	-	-	52,655,557	52,655,557	-	-	905	905
Customer Service Delivery	Alternative Media	1402	-	-	-	2,145,155	2,145,155	-	-	16	16
Customer Service Delivery	Call Center	1405	-	-	-	2,391,512	2,391,512	-	-	32	32
Information Technology	Product Development and Partnerships	1406	-	-	5,000	1,809,419	1,814,419	-	-	52	52
Driver Services	Driver Records & DL Issuance	1407	-	-	-	3,970,493	3,970,493	-	-	78	78
Driver Services	Driver Improvement and Medical Review	1408	-	-	-	979,284	979,284	-	-	16	16
Vehicle Services	Dealer Licensing, Regulation, and Enforcement	1410	-	-	-	1,200,443	1,200,443	-	-	31	31
Vehicle Services	Motor Carrier Services - State Highway Fuel Tax Funding	1411	-	-	-	1,301,592	1,301,592	-	-	20	20
Vehicle Services	Motor Carrier Services - Regulation	1615	-	-	-	2,801,592	2,801,592	-	-	20	20
Driver Services	Commercial Driver's License Regulation	1616	-	-	495,000	707,347	1,202,347	-	-	7	7
Driver Services	Financial Responsibility	1617	-	-	-	4,002,380	4,002,380	-	-	60	60
Administration	Internal Affairs / Document Review and Fraud	1618	-	-	-	709,139	709,139	-	-	19	19
Vehicle Services	Titles & Registration	1891	-	-	-	3,773,751	3,773,751	-	-	55	55
For additional rows, place cursor in this gray box and press "Ctrl" + "b". (You need to start in this gray box for each row needed or the formulas will not copy properly.)											
TOTAL OF ALL OPERATING BUDGET PROGRAMS			0	0	2,000,000	83,000,000	85,000,000	0.00	0.00	1,415.00	1,415.00

IIB. CAPITAL BUDGET/NON-RECURRING REQUESTS FOR FY 2012-13

Agency Section/Code/Name: R400 SC Department of Motor Vehicles

SUMMARY OF CAPITAL BUDGET/NON-RECURRING REQUESTS FOR FY 2012-13

CAPITAL BUDGET/NON-RECURRING REQUESTS				Additional State Funds	Previously Authorized State Funds	Total Other Fund Sources	Project Total	Notes
Project No.*	Project Name	Activity Name	Activity No.					
9564	DMV STATEWIDE OSHA COMPLIANCE	Customer Service Centers	1401	0	0	75,000	75,000	Project has already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.
9565	DMV STATEWIDE ADA COMPLIANCE	Project is scheduled to be closed/ exhausted before FY12-13	N/A	0	0	0	0	Project has already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.
9570	DMV WESTERN DISTRICT DEFERRED MAINTENANCE	Customer Service Centers	1401	0	0	15,000	15,000	Project has already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.
9572	DMV SANDHILLS DISTRICT DEFERRED MAINTENANCE	Customer Service Centers	1401	0	0	15,000	15,000	Project has already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.
9575	DMV COASTAL DISTRICT DEFERRED MAINTENANCE	Customer Service Centers	1401	0	0	40,000	40,000	Project has already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.
9577	DMV PIEDMONT DISTRICT DEFERRED MAINTENANCE	Customer Service Centers	1401	0	0	70,000	70,000	Project has already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.
9578	DMV CENTRAL DISTRICT DEFERRED MAINTENANCE	Customer Service Centers	1401	0	0	45,000	45,000	Project has already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.
9586	DMV STATEWIDE DEFERRED MAINTENANCE	Customer Service Centers	1401	0	0	175,000	175,000	Project has already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.
9587	DMV BEAUFORT FIELD OFFICE RENOVATION	Project is scheduled to be closed/ exhausted before FY12-13	N/A	0	0	0	0	Project has already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.
9594	DMV SUMTER FIELD OFFICE REPLACEMENT	Customer Service Centers	1401	0	0	750,000	750,000	Project has already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.
9595	DMV STATEWIDE CABLING UPGRADES	Customer Service Centers	1401	0	0	55,000	55,000	Project has already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.
9596	DMV STATEWIDE SECURITY SYSTEMS UPGRADES	Project is scheduled to be closed/ exhausted before FY12-13	N/A	0	0	0	0	Project has already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.
9598	DMV BEAUFORT TEMPORARY FIELD OFFICE RENOVATION	Project is scheduled to be closed/ exhausted before FY12-13	N/A	0	0	0	0	Project has already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.
9599	DMV STATEWIDE EQUIPMENT UPGRADES	Customer Service Centers	1401	0	0	160,000	160,000	Project has already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.
9600	DMV LANCASTER FIELD OFFICE UPFIT	Customer Service Centers	1401	0	0	5,000	5,000	Project has already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.

9601	DMV ANDERSON FIELD OFFICE ROOF REPLACEMENT	Customer Service Centers	1401	0	0	100,000	100,000	Project has already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.
9602	DMV STATEWIDE ADA COMPLIANCE UPFITS	Customer Service Centers	1401	0	0	5,000	5,000	Project has already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.
9603	DMV MONCKS CORNER FIELD OFFICE UPFIT	Customer Service Centers	1401	0	0	46,000	46,000	Project has already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.
For additional rows, place cursor in this gray box and press "Ctrl" + "c". (You need to start in this gray box for each row needed or the formulas will not								
TOTAL OF ALL CAPITAL BUDGET/NON-RECURRING REQUESTS				0	0	1,556,000	1,556,000	

*if applicable

Administration

A. Summary description of programs and how they relate to the mission of the agency:

Provide executive leadership, ombudsman, strategic planning, policy, legal and financial services, facilities management, personnel services, communications, procurement, internal auditing and other administrative services for the agency. The Office of Integrity and Accountability (OIA) is responsible for investigating any suspected or alleged acts that involve violations of law or policy committed by customers, employees, or other parties that involve the South Carolina Department of Motor Vehicles.

B. Budget Program Number and Name:

I. 01000000 - Administration

C. Agency Activity Number and Name:

Note: If more than one activity maps to this program; provide all activity numbers, names, and approximate funding amounts.

Activity Number	Activity Name	State Non-Recurring	State Recurring	Federal	Other	Total
1400	Administration	0	0	1,500,000	4,552,336	6,052,336
1618	Administration - Internal Affairs / Document Review and Fraud	0	0	0	709,139	709,139

D. Performance Measures:

Ombudsman - Track and reconcile all ombudsman calls. Fiscal requirements: Meet all fiscal requirements by expected deadlines. Strategic Planning: Define requirements and project phasing for implementation of a digitized plate production and fulfillment process. Communications: Develop and distribute public awareness materials for driver, vehicle and insurance requirements. Internal Audit: Audit internal operations to ensure compliance with policies and laws. Support Services: Develop and implement facilities, financial, and HR programs and procedures to increase agency efficiency and ensure compliance with legal requirements. Office of Integrity and Accountability: Detect and deter fraudulent activity by analyzing trends and patterns found in OIA cases. Investigate allegations of fraud or misconduct and document these cases.

E. Program Interaction:

DMV's Administration's provides executive leadership, strategic guidance, articulates priorities, integrates and synchronizes all divisions within the agency while providing the citizens of South Carolina with a valid and secure credentialing system. Administration is responsible for creating and implementing strategic plans pertaining to improving the effectiveness and efficiency of departmental programs, processes and systems. As with all programs within the agency, these tasks are accomplished with fewer personnel and monetary resources than previous fiscal years.

F. Change Management:

The agency's mission and focus has remained consistent over the past five years. All agency activity programs provide resources and support as it relates to our agency's mission. The unique challenge during the past five years has been achieving those expectations with fewer resources. Revenue shortfalls, budgetary deficits, and hiring freezes have presented numerous obstacles; however, each department within DMV has overcome these difficulties by reducing waste, eliminating redundancies, and leveraging technology to create a more effective, efficient organization.

G. Detailed Funding Information:

FY 2012-13 Cost Estimates:	State Non-Recurring	State Recurring	Federal	Other	Total
Number of FTEs*		0.00	0.00	123.00	123.00
Personal Service	\$0	\$0	\$0	5,072,205	5,072,205
Employer Contributions	\$0	\$0	\$0	1,840,725	1,840,725
Program/Case Services	\$0	\$0	\$0	\$0	\$ 0

Pass-Through Funds	\$0	\$0	\$0	\$0	\$ 0
Other Operating Expenses	\$0	\$0	1,945,000	3,654,377	5,599,377
Total	\$ 0	\$ 0	1,945,000	10,567,307	12,512,307
* If new FTEs are needed, please complete Section G (Detailed Justification for FTEs) below.					

Is this budget category or program associated with a Capital Budget Priority? **No**
 If yes, state Capital Budget Priority Number and Project Name:

Please List proviso numbers that relate to this budget category or programs funded by this category.

Proviso 66.1, Proviso 66.2, Proviso 66.4, Proviso 66.5

H. Changes to the Appropriation:

Please explain any changes, to include re-alignments and funding or FTE increases requested in this year’s appropriation, as detailed below:

Funding:

Year	State Non-Recurring	State Recurring	Federal	Other (Earmarked or Restricted)
2011-2012 Act	0	0	978,436	6,707,756
2012-2013 Act	0	0	1,945,000	10,567,307
Difference	0	0	966,564	3,859,551
% Difference	0	0	98.8%	57.5%

Explanation of Changes:

Employer contribution budget requirements have been moved from an independent program/category and allocated to those agency departments where the cost resides. Additionally, DMV has set-up agency reserve funds throughout all agency budget programs. These funds have been requested in case of an emergency event (infrastructure failure, unfunded mandates, etc.). Note: currently these emergency funds have been established via the agency’s cash reserve accounts and are not supported through revenue sources.

I. Revenue Estimates:

Please detail Sources of revenue for this program, identified by SAP fund number if a live SCEIS agency or the STARS number if a STARS agency. If several sources remit to a single subfund that cannot be split by source and appropriation or program, provide an estimate of the revenue dedicated to this program.

SAP Fund Number	Source Name	General Fund	Other State	Earmarked	Restricted	Federal
32640000	DMV Other Operating	0	0	8,838,043	0	0
38050000	Misc. Revenue	0	0	512,871	0	0
39580000	Sale of Assets	0	0	83,761	0	0
50550000	Federal	0	0	0	0	1,945,000

If expenditures for this program are greater than known or estimated revenues and the intent is to bridge part of this shortfall by drawing down balances in agency accounts or reserves, indicate the accounts and amount of the current reserve or balance that will likely be used below.

32640000 Reserve Balance = \$1,000,000
 38050000 Reserve Balance = \$58,871
 39580000 Reserve Balance = \$73,761

Please detail the long-term sustainability of this program if cash reserves are needed to operate.

These cash reserve accounts have no impact upon the sustainability of this program. All annual budgetary requirements are supported through current revenue sources. These reserve funds have been established in the event of an agency emergency.

However, please note that these reserve funds must be maintained for DMV to process payroll and invoices during the first and second fiscal months of a new fiscal year.

If there is federal fund or other fund spending authority requested above the revenue streams detailed above, please indicate the amount and explanation for each.

Federal authorization requests in DMV’s Administration program is required for expenditures relating to the agency’s CDLPI (Commercial Driver’s License Program Improvement) and DL (Driver’s License) Security grants. The Office of Integrity and Accountability (OIA) is one of the administrators for the CDLPI grant and works closely with the Driver Services program. All CDL improvement upgrades outside of DMV’s help desk are managed through OIA. Additionally, the DL Security grant is also administered by the Office of Integrity and Accountability. These funds are used to secure our facilities and associated software and hardware systems resulting in a greater degree of security for our state issued credentials.

J. FTE Positions:

Please detail the number of FTE’s filled (F) by the program as of June 30 of each fiscal year, and the number authorized (A) by the Appropriations Act.

Fiscal Year	State	Other-Earmarked or Restricted	Federal	Total	Temporary, Temporary Grant, Time - limited
2012-2013 (A)	0	123	0	123	2
2011-2012 (A)	0	111	0	111	7
2010-2011 (F)	0	115	0	115	2
2010-2011 (A)	0	88	0	88	7
2009-2010 (F)	0	117	0	117	7
2009-2010 (A)	0	88	0	88	11
2008-2009 (F)	0	128	0	128	7
2008-2009 (A)	0	88	0	88	17
2007-2008 (F)	0	120	0	120	11
2007-2008 (A)	0	88	0	88	N/A

Footnote 1: FY08-09 Budget Submission, FTE positions for Administration increased due to Agency-wide vacancies being consolidated and micro-managed to ensure expenditure levels did not exceed revenue expectations. Other program areas resulted in corresponding decreases.

Footnote 2: FY07-08, 09-10, and 10-11 Budget Submissions, FTEs were allocated to the programs they supported and not to the programs in which they actually resided for budgeting purposes.

K. Detailed Justification for FTEs:

(1) Justification for New FTEs

(a) Justification:

DMV is not requesting additional FTE’s in FY12-13. The overall agency total remains unadjusted at 1415 FTEs for the agency. This program increase in FTE positions accounts for any reclassifications completed during the past fiscal year.

(b) Future Impact on Operating Expenses or Facility Requirements: **None**

(2) **Position Details:**

	State	Federal	Earmarked	Restricted	Total
Position Title:					
Number of FTEs	0.00	0.00	0.00	0.00	0.00
Personal Service	\$0	\$0	\$0	\$0	\$ 0
Employer Contributions	\$0	\$0	\$0	\$0	\$ 0

	State	Federal	Earmarked	Restricted	Total
Position Title:					
Number of FTEs	0.00	0.00	0.00	0.00	0.00
Personal Service	\$0	\$0	\$0	\$0	\$ 0
Employer Contributions	\$0	\$0	\$0	\$0	\$ 0

Customer Service Centers

A. Summary description of programs and how they relate to the mission of the agency:

There are 68 customer service centers located throughout the state. Our goal is to provide accurate, efficient service to the thousands of customers who visit our offices while maintaining an average statewide wait time of less than 15 minutes. DMV continues to focus on the quality of service we provide in our offices.

B. Budget Program Number and Name:

II. A. 1. 10102000 - Programs and Services, Customer Service, Customer Service Centers

C. Agency Activity Number and Name:

Note: If more than one activity maps to this program; provide all activity numbers, names, and approximate funding amounts.

Activity Number	Activity Name	State Non-Recurring	State Recurring	Federal	Other	Total
1401	Customer Service Centers	0	0	0	52,655,557	52,655,557

D. Performance Measures:

Office activity - Maintain low customer wait times (15 minutes or less), even if activity and training increases. Due to budgetary constraints, the staffing levels in the field offices have decreased which has resulted in an increase in wait times for field offices. However, the overall average wait times statewide still remains below 15 minutes. Training: Improve new and current employee as well as manager training.

E. Program Interaction:

DMV's Customer Service Centers program is the "face" of our agency. Numerous field office locations provide services for citizens throughout the state of South Carolina. Field Services ensures employees have the knowledge, skills and tools available to provide customers with prompt, efficient and accurate services in a courteous and professional manner. This program encompasses over sixty percent of the agency's personnel and activity allocations. Over fifty percent of the agency's operations budget is dedicated to the Customer Service Center program, with over sixty-five percent of those funds dedicated to personnel. As with the rest of the agency, this department has been significantly impacted from the hiring freezes and reductions in revenue; however, CSC continues to meet the agency's expectations through with efficient staffing and operational strategies.

F. Change Management:

The agency's mission and focus has remained consistent over the past five years. All agency activity programs provide resources and support as it relates to our agency's mission. The unique challenge during the past five years has been achieving those expectations with fewer resources. Revenue shortfalls, budgetary deficits, and hiring freezes have presented numerous obstacles; however, each department within DMV has overcome these difficulties by reducing waste, eliminating redundancies, and leveraging technology to create a more effective, efficient organization.

G. Detailed Funding Information:

FY 2012-13 Cost Estimates:	State Non-Recurring	State Recurring	Federal	Other	Total
Number of FTEs*		0.00	0.00	905.00	905.00
Personal Service	\$0	\$0	\$0	20,614,801	20,614,801
Employer Contributions	\$0	\$0	\$0	7,481,201	7,481,201
Program/Case Services	\$0	\$0	\$0	\$0	\$ 0
Pass-Through Funds	\$0	\$0	\$0	\$0	\$ 0
Other Operating Expenses	\$0	\$0	\$0	13,929,357	13,929,357

Total	\$ 0	\$ 0	\$ 0	42,025,359	42,025,359
* If new FTEs are needed, please complete Section G (Detailed Justification for FTEs) below.					

Is this budget category or program associated with a Capital Budget Priority?

Yes; however, all projects detailed below have already been established through DMV Other Funds from previous fiscal years. No Previously Authorized and/or Additional State Funds are required.

If yes, state Capital Budget Priority Number and Project Name:

9564 - DMV Statewide OSHA Compliance; 9570 - DMV Western District Deferred Maintenance; 9572 - DMV Sandhills District Deferred Maintenance; 9575 - DMV Coastal District Deferred Maintenance; 9577 - DMV Piedmont District Deferred Maintenance; 9578 - DMV Central District Deferred Maintenance; 9586 - DMV Statewide Deferred Maintenance; 9594 - DMV Sumter Field Office Replacement; 9595 - DMV Statewide Cabling Upgrades; 9599 - DMV Statewide Equipment Upgrades; 9600 - DMV Lancaster Field Office Up-Fit; 9601 - DMV Anderson Field Office Roof Replacement; 9602 - DMV Statewide ADA Compliance Up-Fits; 9603 - DMV Moncks Corner Field Office Up-Fit

Please List proviso numbers that relate to this budget category or programs funded by this category.

Proviso 66.1, Proviso 66.2, Proviso 66.4, Proviso 66.5, Proviso 66.9

H. Changes to the Appropriation:

Please explain any changes, to include re-alignments and funding or FTE increases requested in this year’s appropriation, as detailed below:

Funding:

Year	State Non-Recurring	State Recurring	Federal	Other (Earmarked or Restricted)
2011-2012 Act	0	0	0	34,719,648
2012-2013 Act	0	0	0	42,025,359
Difference	0	0	0	7,305,711
% Difference	0	0	0	21.0%

Explanation of Changes:

Employer contribution budget requirements have been moved from an independent program/category and allocated to those agency departments where the cost resides. Additionally, DMV has set-up agency reserve funds throughout all agency budget programs. These funds have been requested in case of an emergency event (infrastructure failure, unfunded mandates, etc.). Note: currently these emergency funds have been established via the agency’s cash reserve accounts and are not supported through revenue sources.

I. Revenue Estimates:

Please detail Sources of revenue for this program, identified by SAP fund number if a live SCEIS agency or the STARS number if a STARS agency. If several sources remit to a single subfund that cannot be split by source and appropriation or program, provide an estimate of the revenue dedicated to this program.

SAP Fund Number	Source Name	General Fund	Other State	Earmarked	Restricted	Federal
32640000	DMV Other Operating	0	0	17,899,046	0	0
35370000	DUI In-Car Video	0	0	396,000	0	0
35950000	Uninsured Motorist	0	0	19,255,000	0	0
41C50000	Uninsured Enforcement	0	0	0	1,500,000	0

If expenditures for this program are greater than known or estimated revenues and the intent is to bridge part of this shortfall by drawing down balances in agency accounts or reserves, indicate the accounts and amount of the current reserve or balance that will likely be used below.

32640000 Reserve Balance = \$1,172,158
 35370000 Reserve Balance = \$93,178

35950000 Reserve Balance = \$1,709,977

Please detail the long-term sustainability of this program if cash reserves are needed to operate.

These cash reserve accounts have no impact upon the sustainability of this program. All annual budgetary requirements are supported through current revenue sources. These reserve funds have been established in the event of an agency emergency. However, please note that these reserve funds must be maintained for DMV to process payroll and invoices during the first and second fiscal months of a new fiscal year.

If there is federal fund or other fund spending authority requested above the revenue streams detailed above, please indicate the amount and explanation for each.

J. FTE Positions:

Please detail the number of FTE's filled (F) by the program as of June 30 of each fiscal year, and the number authorized (A) by the Appropriations Act.

Fiscal Year	State	Other-Earmarked or Restricted	Federal	Total	Temporary, Temporary Grant, Time - limited
2012-2013 (A)	0	905	0	905	4
2011-2012 (A)	0	922	0	922	43
2010-2011 (F)	0	738	0	738	0
2010-2011 (A)	0	952	0	952	33
2009-2010 (F)	0	716	0	716	34
2009-2010 (A)	0	952	0	952	40
2008-2009 (F)	0	765	0	765	33
2008-2009 (A)	0	952	0	952	59
2007-2008 (F)	0	814	0	814	40
2007-2008 (A)	0	952	0	952	N/A

Footnote 1: FY08-09 Budget Submission, FTE positions for Administration increased due to Agency-wide vacancies being consolidated and micro-managed to ensure expenditure levels did not exceed revenue expectations. Other program areas resulted in corresponding decreases.

Footnote 2: FY07-08, 09-10, and 10-11 Budget Submissions, FTEs were allocated to the programs they supported and not to the programs in which they actually resided for budgeting purposes.

K. Detailed Justification for FTEs:

- (1) Justification for New FTEs
 - (a) Justification:

DMV is not requesting additional FTE's in FY12-13. The overall agency total remains unadjusted at 1415 FTEs for the agency. This program decrease in FTE positions accounts for any reclassifications completed during the past fiscal year.

- (b) Future Impact on Operating Expenses or Facility Requirements: **None**

(2) **Position Details:**

	State	Federal	Earmarked	Restricted	Total
Position Title:					
Number of FTEs	0.00	0.00	0.00	0.00	0.00
Personal Service	\$0	\$0	\$0	\$0	\$ 0
Employer Contributions	\$0	\$0	\$0	\$0	\$ 0

	State	Federal	Earmarked	Restricted	Total
Position Title:					
Number of FTEs	0.00	0.00	0.00	0.00	0.00
Personal Service	\$0	\$0	\$0	\$0	\$ 0
Employer Contributions	\$0	\$0	\$0	\$0	\$ 0

Customer Service Delivery

A. Summary description of programs and how they relate to the mission of the agency:

Alternative Media - This activity describes the delivery of services to customers in ways other than visits to customer service centers. Included in this activity are web transactions, mail-in services for titles, registration and driver's license. Call Center - This activity describes the delivery of services to customers in ways other than visits to customer service centers. Included in this activity are web transactions, mail-in services for titles, registration and driver's license.

B. Budget Program Number and Name:

II. A. 2. 10103000 - Programs and Services, Customer Service, Customer Service Delivery

C. Agency Activity Number and Name:

Note: If more than one activity maps to this program; provide all activity numbers, names, and approximate funding amounts.

Activity Number	Activity Name	State Non-Recurring	State Recurring	Federal	Other	Total
1402	Customer Service Delivery / Alternative Media	0	0	0	2,145,155	2,145,155
1405	Customer Service Delivery / Call Center	0	0	0	2,391,512	2,391,512

D. Performance Measures:

Alternative methods of service delivery provide customers with more options than to just visit customer service centers to complete transactions. Promote use of web and mail-in services going forward. Develop new business transactions to provide information for authorized customers via the web instead of through the phone or in field offices. The mission of the Call Center is to respond to customer inquires by providing accurate information in a professional and timely manner. The Call Center continues to set higher performance standards for each fiscal year. The acceptable service level agreement for this year was to answer eighty percent of the calls in less than two minutes.

E. Program Interaction:

The Alternative Media and Customer Contact Center account for DMV's Customer Service Delivery program. Alternative Media and the Contact Center serve the citizens of South Carolina by responding to customer questions and concerns pertaining to DMV policies and procedures and by offering secure accurate, handling of information in a professional and courteous manner, for the purpose of timely deliverance of DMV issued credentials and placards. The budgetary requirements for CSD are rather small in proportion of the overall budget requests; however, the activity funding increases substantially due to the support these areas receive from other programs. With a newly negotiated contact within the Call Center, DMV has significantly reduced the agency's annual costs while establishing a more stable, permanent workforce.

F. Change Management:

The agency's mission and focus has remained consistent over the past five years. All agency activity programs provide resources and support as it relates to our agency's mission. The unique challenge during the past five years has been achieving those expectations with fewer resources. Revenue shortfalls, budgetary deficits, and hiring freezes have presented numerous obstacles; however, each department within DMV has overcome these difficulties by reducing waste, eliminating redundancies, and leveraging technology to create a more effective, efficient organization.

G. Detailed Funding Information:

FY 2012-13 Cost Estimates:	State Non-Recurring	State Recurring	Federal	Other	Total
Number of FTEs*		0.00	0.00	48.00	48.00
Personal Service	\$0	\$0	\$0	779,867	779,867
Employer Contributions	\$0	\$0	\$0	283,017	283,017
Program/Case Services	\$0	\$0	\$0	\$0	\$ 0

Pass-Through Funds	\$0	\$0	\$0	\$0	\$ 0
Other Operating Expenses	\$0	\$0	\$0	1,673,002	1,673,002
Total	\$ 0	\$ 0	\$ 0	2,735,886	2,735,886
<i>* If new FTEs are needed, please complete Section G (Detailed Justification for FTEs) below.</i>					

Is this budget category or program associated with a Capital Budget Priority? **No**
 If yes, state Capital Budget Priority Number and Project Name:

Please List proviso numbers that relate to this budget category or programs funded by this category.

Proviso 66.1, Proviso 66.2, Proviso 66.4, Proviso 66.5

H. Changes to the Appropriation:

Please explain any changes, to include re-alignments and funding or FTE increases requested in this year’s appropriation, as detailed below:

Funding:

Year	State Non-Recurring	State Recurring	Federal	Other (Earmarked or Restricted)
2011-2012 Act	0	0	0	2,128,996
2012-2013 Act	0	0	0	2,735,886
Difference	0	0	0	606,890
% Difference	0	0	0	28.5%

Explanation of Changes:

Employer contribution budget requirements have been moved from an independent program/category and allocated to those agency departments where the cost resides. Additionally, DMV has set-up agency reserve funds throughout all agency budget programs. These funds have been requested in case of an emergency event (infrastructure failure, unfunded mandates, etc.). Note: currently these emergency funds have been established via the agency’s cash reserve accounts and are not supported through revenue sources.

I. Revenue Estimates:

Please detail Sources of revenue for this program, identified by SAP fund number if a live SCEIS agency or the STARS number if a STARS agency. If several sources remit to a single subfund that cannot be split by source and appropriation or program, provide an estimate of the revenue dedicated to this program.

SAP Fund Number	Source Name	General Fund	Other State	Earmarked	Restricted	Federal
32640000		0	0	2,235,886	0	0

If expenditures for this program are greater than known or estimated revenues and the intent is to bridge part of this shortfall by drawing down balances in agency accounts or reserves, indicate the accounts and amount of the current reserve or balance that will likely be used below.

32640000 Reserve Balance = \$500,000

Please detail the long-term sustainability of this program if cash reserves are needed to operate.

These cash reserve accounts have no impact upon the sustainability of this program. All annual budgetary requirements are supported through current revenue sources. These reserve funds have been established in the event of an agency emergency. However, please note that these reserve funds must be maintained for DMV to process payroll and invoices during the first and second fiscal months of a new fiscal year.

If there is federal fund or other fund spending authority requested above the revenue streams detailed above, please indicate the amount and explanation for each.

J. FTE Positions:

Please detail the number of FTE's filled (F) by the program as of June 30 of each fiscal year, and the number authorized (A) by the Appropriations Act.

Fiscal Year	State	Other-Earmarked or Restricted	Federal	Total	Temporary, Temporary Grant, Time - limited
2012-2013 (A)	0	48	0	48	0
2011-2012 (A)	0	51	0	51	1
2010-2011 (F)	0	27	0	27	0
2010-2011 (A)	0	109	0	109	2
2009-2010 (F)	0	31	0	31	1
2009-2010 (A)	0	109	0	109	10
2008-2009 (F)	0	32	0	32	2
2008-2009 (A)	0	109	0	109	22
2007-2008 (F)	0	44	0	44	10
2007-2008 (A)	0	109	0	109	N/A

Footnote 1: FY08-09 Budget Submission, FTE positions for Administration increased due to Agency-wide vacancies being consolidated and micro-managed to ensure expenditure levels did not exceed revenue expectations. Other program areas resulted in corresponding decreases.

Footnote 2: FY07-08, 09-10, and 10-11 Budget Submissions, FTEs were allocated to the programs they supported and not to the programs in which they actually resided for budgeting purposes.

K. Detailed Justification for FTEs:

- (1) Justification for New FTEs
 - (a) Justification:

DMV is not requesting additional FTE's in FY12-13. The overall agency total remains unadjusted at 1415 FTEs for the agency. This program decrease in FTE positions accounts for any reclassifications completed during the past fiscal year.

- (b) Future Impact on Operating Expenses or Facility Requirements: **None**

(2) **Position Details:**

	State	Federal	Earmarked	Restricted	Total
Position Title:					
Number of FTEs	0.00	0.00	0.00	0.00	0.00
Personal Service	\$0	\$0	\$0	\$0	\$ 0
Employer Contributions	\$0	\$0	\$0	\$0	\$ 0

	State	Federal	Earmarked	Restricted	Total
Position Title:					
Number of FTEs	0.00	0.00	0.00	0.00	0.00
Personal Service	\$0	\$0	\$0	\$0	\$ 0
Employer Contributions	\$0	\$0	\$0	\$0	\$ 0

	State	Federal	Earmarked	Restricted	Total
Position Title:					
Number of FTEs	0.00	0.00	0.00	0.00	0.00
Personal Service	\$0	\$0	\$0	\$0	\$ 0
Employer Contributions	\$0	\$0	\$0	\$0	\$ 0

Driver Services

A. Summary description of programs and how they relate to the mission of the agency:

Driver Records and Driver License Issuance - Administer laws, policies and procedures as they relate to SC motor vehicle/driver license laws. Responsible for posting violations and suspensions to driver files, correcting information on driver files and maintaining inventory of uniform traffic tickets for State. Process changes to driver record through court orders. Process requests for special licenses and processes suspension compliance. Develop and implement programs to improve communication with international customers; oversee DL issuance documentation for international customers. Develop and establish standards for driver license and identification cards. Ensure state laws and federal regulations are administered.

Driver Improvement and Medical Review - Responsible for developing/monitoring program that allows DMV to administer knowledge tests at high schools. Conduct driver record and accident reviews. Regulate/monitor driving schools (non-CDL) processes. Maintain and forward for medical board review medical records related to a person's ability to safely operate an automobile; identify and retest drivers who need to be re-examined.

Commercial Driver's License Regulations - Establish standards for issuance of commercial driver's license. Ensures state is in compliance with state laws and federal regulations for licensing and testing commercial driver license holders. Coordinates and monitors updates to the CDLIS/MCSIA component of the system on an on-going basis and in response to regularly scheduled audits conducted by FMCSA.

Financial Responsibility - Responsible for administering and enforcing laws relating to the Financial Responsibility Act, Uninsured Motorist Act, Registration and Financial Security Act and the Uninsured Motorist Database Act. Suspend drivers and/or owners for operating vehicles uninsured and for non-compliance of accidents and judgments. Provide enhancements to ALIR system to improve detection of uninsured motorists and ease of reporting for insurers and customers on financial responsibility suspensions.

B. Budget Program Number and Name:

II. B. 10200000 - Programs and Services, Driver Services

C. Agency Activity Number and Name:

Note: If more than one activity maps to this program; provide all activity numbers, names, and approximate funding amounts.

Activity Number	Activity Name	State Non-Recurring	State Recurring	Federal	Other	Total
1407	Driver Services - Driver Records & DL Issuance	0	0	0	3,970,493	3,970,493
1408	Driver Services - Driver Improvement and Medical Review	0	0	0	979,284	979,284
1616	Driver Services - Commercial Driver's License Regulation	0	0	495,000	707,347	1,202,347
1617	Driver Services - Financial Responsibility	0	0	0	4,002,380	4,002,380

D. Performance Measures:

Driver Records and Driver License Issuance - The electronic transmission of citation data from the courts to DMV has been deferred until the SCCATTS (South Carolina Collision and Ticket Tracking System) Project is implemented. DPS is the lead agency. DMV has partnered with DPS, DOT and Court Administration to develop and implement a statewide system to electronically transmit collision reports and citations. DMV has developed a Credential Upgrade Project and part of the project will involve implementing a state-wide Security Plan that will improve the integrity of our Driver License and Identification card issuance system. Validate USCIS documents for all Non-US Citizens through SAVE (Systematic Alien Verification Entitlement) system.

Driver Improvement and Medical Review - Develop curriculum that can be used as model for schools. Establish regulation standards and processes for Automobile Driver Training Schools. Review and develop standards for medically at-risk drivers. Increase awareness of DOE high school program and increase number of students tested w/o increasing number of schools.

Commercial Driver’s License Regulations - CDL Helpdesk: Increase functionality and effectiveness of unit. CDLIS (Commercial Driver License Information System) Modernization Project: Develop/revise current policies, procedures, business rules, system changes. Replace current knowledge testing system with web-based automated knowledge testing system.

ALIR System: Increase functionality of system to allow for electronic reporting of additional transactions, working towards paperless insurance tracking system. Accident suspensions: Reduce backlog for accident suspensions through more efficient processing.

E. Program Interaction:

The Driver Services Division of the SC Department of Motor Vehicles supports the agency’s mission by maintaining the accuracy, integrity and security of customer driver records and files. This division also provides driver/identification certification (standards) to ensure credentials are issued in an accurate, secure, and efficient manner. Driver Services provides certification, inspection and oversight of driver training schools and driving instructors as well as promotes security, safety, and service through the administration of motor vehicle and insurance laws. As with the rest of the agency, this department has been significantly impacted from the hiring freezes and reductions in revenue; however, this division continues to meet the agency’s expectations through with efficient staffing and operational strategies.

F. Change Management:

The agency’s mission and focus has remained consistent over the past five years. All agency activity programs provide resources and support as it relates to our agency’s mission. The unique challenge during the past five years has been achieving those expectations with fewer resources. Revenue shortfalls, budgetary deficits, and hiring freezes have presented numerous obstacles; however, each department within DMV has overcome these difficulties by reducing waste, eliminating redundancies, and leveraging technology to create a more effective, efficient organization.

G. Detailed Funding Information:

FY 2012-13 Cost Estimates:	State Non-Recurring	State Recurring	Federal	Other	Total
Number of FTEs*		0.00	0.00	161.00	161.00
Personal Service	\$0	\$0	\$0	3,932,299	3,932,299
Employer Contributions	\$0	\$0	\$0	1,427,048	1,427,048
Program/Case Services	\$0	\$0	\$0	\$0	\$ 0
Pass-Through Funds	\$0	\$0	\$0	\$0	\$ 0
Other Operating Expenses	\$0	\$0	20,000	3,285,057	3,305,057
Total	\$ 0	\$ 0	20,000	8,644,404	8,664,404
* If new FTEs are needed, please complete Section G (Detailed Justification for FTEs) below.					

Is this budget category or program associated with a Capital Budget Priority? **No**

If yes, state Capital Budget Priority Number and Project Name:

Please List proviso numbers that relate to this budget category or programs funded by this category.

Proviso 66.1, Proviso 66.2, Proviso 66.4, Proviso 66.5

H. Changes to the Appropriation:

Please explain any changes, to include re-alignments and funding or FTE increases requested in this year’s appropriation, as detailed below:

Funding:

Year	State Non-Recurring	State Recurring	Federal	Other (Earmarked or Restricted)
------	---------------------	-----------------	---------	---------------------------------

2011-2012 Act	0	0	321,564	8,088,403
2012-2013 Act	0	0	20,000	8,644,404
Difference	0	0	301,564	556,001
% Difference	0	0	93.8%	6.9%

Explanation of Changes:

Employer contribution budget requirements have been moved from an independent program/category and allocated to those agency departments where the cost resides. Additionally, DMV has set-up agency reserve funds throughout all agency budget programs. These funds have been requested in case of an emergency event (infrastructure failure, unfunded mandates, etc.). Note: currently these emergency funds have been established via the agency's cash reserve accounts and are not supported through revenue sources.

I. Revenue Estimates:

Please detail Sources of revenue for this program, identified by SAP fund number if a live SCEIS agency or the STARS number if a STARS agency. If several sources remit to a single subfund that cannot be split by source and appropriation or program, provide an estimate of the revenue dedicated to this program.

SAP Fund Number	Source Name	General Fund	Other State	Earmarked	Restricted	Federal
32640000	DMV Other Operating	0	0	4,543,237	0	0
41C50000	Uninsured Enforcement	0	0	0	3,322,000	0
43D20000	G/S DUI Auto	0	0	0	40,600	0
50550000	Federal	0	0	0	0	20,000

If expenditures for this program are greater than known or estimated revenues and the intent is to bridge part of this shortfall by drawing down balances in agency accounts or reserves, indicate the accounts and amount of the current reserve or balance that will likely be used below.

32640000 Reserve Balance = \$500,000
 41C50000 Reserve Balance = \$221,680
 43D20000 Reserve Balance = \$16,887

Please detail the long-term sustainability of this program if cash reserves are needed to operate.

These cash reserve accounts have no impact upon the sustainability of this program. All annual budgetary requirements are supported through current revenue sources. These reserve funds have been established in the event of an agency emergency. However, please note that these reserve funds must be maintained for DMV to process payroll and invoices during the first and second fiscal months of a new fiscal year.

If there is federal fund or other fund spending authority requested above the revenue streams detailed above, please indicate the amount and explanation for each.

The small portion of Federal authorization in this program relates to DMV's CDLPI (Commercial Driver's License Program Improvement) grant. These funds account for upgrades to the agency's CDL help desk department.

J. FTE Positions:

Please detail the number of FTE's filled (F) by the program as of June 30 of each fiscal year, and the number authorized (A) by the Appropriations Act.

Fiscal Year	State	Other-Earmarked or Restricted	Federal	Total	Temporary, Temporary Grant, Time - limited
2012-2013 (A)	0	161	0	161	4
2011-2012 (A)	0	157	0	157	10
2010-2011 (F)	0	130	0	130	2
2010-2011 (A)	0	151	0	151	9
2009-2010 (F)	0	131	0	131	9
2009-2010 (A)	0	151	0	151	12

2008-2009 (F)	0	137	0	137	8
2008-2009 (A)	0	151	0	151	20
2007-2008 (F)	0	157	0	157	12
2007-2008 (A)	0	151	0	151	N/A

Footnote 1: FY08-09 Budget Submission, FTE positions for Administration increased due to Agency-wide vacancies being consolidated and micro-managed to ensure expenditure levels did not exceed revenue expectations. Other program areas resulted in corresponding decreases.

Footnote 2: FY07-08, 09-10, and 10-11 Budget Submissions, FTEs were allocated to the programs they supported and not to the programs in which they actually resided for budgeting purposes.

K. Detailed Justification for FTEs:

- (1) Justification for New FTEs
 - (a) Justification:

DMV is not requesting additional FTE's in FY12-13. The overall agency total remains unadjusted at 1415 FTEs for the agency. This program increase in FTE positions accounts for any reclassifications completed during the past fiscal year.

- (b) Future Impact on Operating Expenses or Facility Requirements: **None**

(2) **Position Details:**

	State	Federal	Earmarked	Restricted	Total
Position Title:					
Number of FTEs	0.00	0.00	0.00	0.00	0.00
Personal Service	\$0	\$0	\$0	\$0	\$ 0
Employer Contributions	\$0	\$0	\$0	\$0	\$ 0

	State	Federal	Earmarked	Restricted	Total
Position Title:					
Number of FTEs	0.00	0.00	0.00	0.00	0.00
Personal Service	\$0	\$0	\$0	\$0	\$ 0
Employer Contributions	\$0	\$0	\$0	\$0	\$ 0

	State	Federal	Earmarked	Restricted	Total
Position Title:					
Number of FTEs	0.00	0.00	0.00	0.00	0.00
Personal Service	\$0	\$0	\$0	\$0	\$ 0
Employer Contributions	\$0	\$0	\$0	\$0	\$ 0

Vehicle Services

A. Summary description of programs and how they relate to the mission of the agency:

Dealer Licensing, Regulation and Enforcement - Enforce all laws pertaining to the buying, selling and exchanging of motor vehicles in the State. Responsible for licensing, inspecting and monitoring the operations of all SC motor vehicle dealers and wholesalers. Investigate all offenses and complaints related to dealer motor vehicle laws and conduct periodic audits of dealers.

MCS State Highway Fuel Tax Funding - The International Fuel Tax Agreement (IFTA) is a base state fuel tax agreement. Persons based in a member jurisdiction operating a qualified motor vehicle(s) in two or more member jurisdictions must license under this agreement or purchase fuel trip permits to travel in member jurisdictions. IFTA requires persons to have an IFTA license and decal on their vehicle if they are traveling into other states transporting property or persons and meet certain weight or axle requirements. Upon receipt of a completed application, DMV issues the license and decals to the applicant. DMV then collects fuel taxes from applicants and disburses them to the SCDOT or to other jurisdictions. DMV also receives fuel taxes due to SC from other states and disburses them to SCDOT.

MCS Regulation - International Registration Plan (IRP): Issues registrations for apportioned vehicles, defined as any vehicle primarily used for the transportation of property and with a GVW over 26,000 lbs. Unified Carrier Registration (*UCR): Required for "for-hire" carriers with interstate authority, allowing them to haul for-hire commodities regulated by FMCSA. Administer the program for "for-hire" carriers who haul exempt commodities. Performance and Registration Information Systems Management (PRISM): National program allowing states to verify safety rating prior to registration or renewal of motor carrier credentials.

Titles and Registration - This activity includes all headquarters-based titling and registration activities. Included are services for mail in title and registration activities, personalized license plates, fleet and permanent vehicles, and vehicle history documentation and issuance. Includes Vehicle Compliance area that deals with exception processing of biennial registrations and suspension of tags, and Titles and Registration Help Desk, that assists field offices in processing of title and registration transactions. Also includes Special Plate Review program, through which all license plates issued by the agency are subjected to a design review panel before production and distribution. This area is also responsible for general plate reissues.

B. Budget Program Number and Name:

II. C. 10300000 - Programs and Services, Vehicle Services

C. Agency Activity Number and Name:

Note: If more than one activity maps to this program; provide all activity numbers, names, and approximate funding amounts.

Activity Number	Activity Name	State Non-Recurring	State Recurring	Federal	Other	Total
1410	Vehicle Services - Dealer Licensing, Regulation, and Enforcement	0	0	0	1,200,443	1,200,443
1411	Vehicle Services - Motor Carrier Services - State Highway Fuel Tax Funding	0	0	0	1,301,592	1,301,592
1615	Vehicle Services - Motor Carrier Services - Regulation	0	0	0	2,801,592	2,801,592
1891	Vehicle Services - Titles & Registration	0	0	0	3,773,751	3,773,751

D. Performance Measures:

Implemented Dealer Sanction Policy effective 8/1/09. Implemented Immigration Law requiring dealers obtaining first time license after July 1, 2008 to certify lawful presence. Implemented program for scheduled VIN inspections for customers obtaining title only transactions.

Issue licenses for all IFTA applicants, monitor tax disbursements and collections; current transaction system needed to be replaced by December 2010. Successfully implemented system to integrate with title and registration application in May 2010. Secured application: \$900,000 in federal grants to support redesign.

IRP: Current transaction system needed to be replaced by December 2010. Successfully implemented system to integrate with title and registration application in May 2010. Secured application: \$900,000 in federal grants to support redesign. New

Entrant Program: Successfully transferred program to DPS, where the program nicely dovetails with existing DPS safety compliance program.

Implementation of National Motor Vehicle Titling Information System (NMVTIS), an electronic exchange of titling information among states. Implementation of NMVTIS will increase the security and titling of SC motor vehicles through the interchange of title VIN and brand information among states.

E. Program Interaction:

The Vehicle Services Division of the SC Department of Motor Vehicles supports the agency’s mission by providing the most efficient and professional service to customers seeking specialized title, registration and motor carrier products and services, as well as by regulating and overseeing activities of motor vehicle dealers and third party service providers. Vehicle Services is responsible for setting policy on issuing vehicle titles and registrations; licensing South Carolina vehicle dealers; maintaining and providing consistent and accurate motor vehicle and dealer records; administering titling, registration and dealer laws; overseeing titling, registration and program compliance of motor carriers, and issuing customer vehicle products like handicapped placards, temporary tags and golf permits. Vehicle Services also oversees the design, ordering and distribution of plates issued by the DMV. As with all programs within the agency, these tasks are accomplished with fewer personnel and monetary resources than previous fiscal years.

F. Change Management:

The agency’s mission and focus has remained consistent over the past five years. All agency activity programs provide resources and support as it relates to our agency’s mission. The unique challenge during the past five years has been achieving those expectations with fewer resources. Revenue shortfalls, budgetary deficits, and hiring freezes have presented numerous obstacles; however, each department within DMV has overcome these difficulties by reducing waste, eliminating redundancies, and leveraging technology to create a more effective, efficient organization.

G. Detailed Funding Information:

FY 2012-13 Cost Estimates:	State Non-Recurring	State Recurring	Federal	Other	Total
Number of FTEs*		0.00	0.00	126.00	126.00
Personal Service	\$0	\$0	\$0	3,244,596	3,244,596
Employer Contributions	\$0	\$0	\$0	1,177,478	1,177,478
Program/Case Services	\$0	\$0	\$0	\$0	\$ 0
Pass-Through Funds	\$0	\$0	\$0	\$0	\$ 0
Other Operating Expenses	\$0	\$0	\$0	5,325,765	5,325,765
Total	\$ 0	\$ 0	\$ 0	9,747,839	9,747,839

* If new FTEs are needed, please complete Section G (Detailed Justification for FTEs) below.

Is this budget category or program associated with a Capital Budget Priority? **No**

If yes, state Capital Budget Priority Number and Project Name:

Please List proviso numbers that relate to this budget category or programs funded by this category.

Proviso 66.1, Proviso 66.2, Proviso 66.4, Proviso 66.5, Proviso 66.8

H. Changes to the Appropriation:

Please explain any changes, to include re-alignments and funding or FTE increases requested in this year’s appropriation, as detailed below:

Funding:

Year	State Non-Recurring	State Recurring	Federal	Other (Earmarked or Restricted)
------	---------------------	-----------------	---------	---------------------------------

2011-2012 Act	0	0	100,000	10,562,516
2012-2013 Act	0	0	0	9,747,839
Difference	0	0	100,000	814,677
% Difference	0	0	100.0%	7.7%

Explanation of Changes:

This agency program encompasses DMV's plate replacement requirements. Due to recent expenditure trends over the past couple of fiscal years, DMV reduced the FY12-13 plate replacement requests (from \$4 million to \$3.35 million). Employer contribution budget requirements have been moved from an independent program/category and allocated to those agency departments where the cost resides. Additionally, DMV has set-up agency reserve funds throughout all agency budget programs. These funds have been requested in case of an emergency event (infrastructure failure, unfunded mandates, etc.). Note: currently these emergency funds have been established via the agency's cash reserve accounts and are not supported through revenue sources.

I. Revenue Estimates:

Please detail Sources of revenue for this program, identified by SAP fund number if a live SCEIS agency or the STARS number if a STARS agency. If several sources remit to a single subfund that cannot be split by source and appropriation or program, provide an estimate of the revenue dedicated to this program.

SAP Fund Number	Source Name	General Fund	Other State	Earmarked	Restricted	Federal
31980000	MCS Other Operating	0	0	1,100,000	0	0
32640000	DMV Other Operating	0	0	3,179,593	0	0
33460000	IFTA Operating	0	0	700,000	0	0
35C60000	Plate Replacement	0	0	3,350,000	0	0

If expenditures for this program are greater than known or estimated revenues and the intent is to bridge part of this shortfall by drawing down balances in agency accounts or reserves, indicate the accounts and amount of the current reserve or balance that will likely be used below.

31980000 Reserve Balance = \$767,290
 32640000 Reserve Balance = \$500,000
 33460000 Reserve Balance = \$150,956

Please detail the long-term sustainability of this program if cash reserves are needed to operate.

These cash reserve accounts have no impact upon the sustainability of this program. All annual budgetary requirements are supported through current revenue sources. These reserve funds have been established in the event of an agency emergency. However, please note that these reserve funds must be maintained for DMV to process payroll and invoices during the first and second fiscal months of a new fiscal year.

If there is federal fund or other fund spending authority requested above the revenue streams detailed above, please indicate the amount and explanation for each.

J. FTE Positions:

Please detail the number of FTE's filled (F) by the program as of June 30 of each fiscal year, and the number authorized (A) by the Appropriations Act.

Fiscal Year	State	Other-Earmarked or Restricted	Federal	Total	Temporary, Temporary Grant, Time - limited
2012-2013 (A)	0	126	0	126	5
2011-2012 (A)	0	121	0	121	10
2010-2011 (F)	0	103	0	103	5
2010-2011 (A)	0	49	1	50	17
2009-2010 (F)	0	101	0	101	9
2009-2010 (A)	0	49	1	50	14
2008-2009 (F)	0	104	1	105	17

2008-2009 (A)	0	49	1	50	20
2007-2008 (F)	0	97	1	98	14
2007-2008 (A)	0	49	1	50	N/A

Footnote 1: FY08-09 Budget Submission, FTE positions for Administration increased due to Agency-wide vacancies being consolidated and micro-managed to ensure expenditure levels did not exceed revenue expectations. Other program areas resulted in corresponding decreases.

Footnote 2: FY07-08, 09-10, and 10-11 Budget Submissions, FTEs were allocated to the programs they supported and not to the programs in which they actually resided for budgeting purposes.

K. Detailed Justification for FTEs:

(1) Justification for New FTEs

(a) Justification:

DMV is not requesting additional FTE's in FY12-13. The overall agency total remains unadjusted at 1415 FTEs for the agency. This program increase in FTE positions accounts for any reclassifications completed during the past fiscal year.

(b) Future Impact on Operating Expenses or Facility Requirements: **None**

(2) **Position Details:**

	State	Federal	Earmarked	Restricted	Total
Position Title:					
Number of FTEs	0.00	0.00	0.00	0.00	0.00
Personal Service	\$0	\$0	\$0	\$0	\$ 0
Employer Contributions	\$0	\$0	\$0	\$0	\$ 0

	State	Federal	Earmarked	Restricted	Total
Position Title:					
Number of FTEs	0.00	0.00	0.00	0.00	0.00
Personal Service	\$0	\$0	\$0	\$0	\$ 0
Employer Contributions	\$0	\$0	\$0	\$0	\$ 0

	State	Federal	Earmarked	Restricted	Total
Position Title:					
Number of FTEs	0.00	0.00	0.00	0.00	0.00
Personal Service	\$0	\$0	\$0	\$0	\$ 0
Employer Contributions	\$0	\$0	\$0	\$0	\$ 0

Information Technology

A. Summary description of programs and how they relate to the mission of the agency:

This activity includes the development, enhancement and maintenance of new DMV products and systems used for DMV partnerships with other entities to provide services. New and emerging channels of service delivery at DMV include: on-line web transactions, internet-based solutions for service delivery (web services). This activity also includes the development of new technologies and system interfaces to provide DMV data/services to major stakeholders such as the insurance industry, financial industry, automotive dealers, law enforcement, county government, etc. This activity also includes partnerships with other entities to provide DMV services.

B. Budget Program Number and Name:

II. C. 10400000 - Programs and Services, Technology and Program Development

C. Agency Activity Number and Name:

Note: If more than one activity maps to this program; provide all activity numbers, names, and approximate funding amounts.

Activity Number	Activity Name	State Non-Recurring	State Recurring	Federal	Other	Total
1406	Product Development and Partnerships	0	0	5,000	1,809,419	1,814,419

D. Performance Measures:

Partnerships developed for alternative service delivery: EVR (Electronic Vehicle Registration) allowing dealers to issue titles and registrations; CIDR (County Issuance of Decals and Registrations) allowing counties to renew registrations on DMV's behalf; ELT (Electronic Liens and Titling), allowing the banking industry to add and remove liens from vehicle titles electronically. Expand Information services to commercial customers: develop web services business-to-business data interchange capability to migrate existing customers from outdated mainframe operations to business-to-business web services. Includes state portal customers, insurers, counties, magistrate courts. Improved service for law enforcement and other government entities. Improve real time access to DMV information by law enforcement through use of web-browser based technology.

E. Program Interaction:

The Information Technology Division administers the agency's information technology resources in an effective, efficient and professional manner in order to provide accurate and secure transaction processing, maintain customer data securely and to provide the highest level of service to our internal and external customers. The program consists of Network Operations Center (NOC), Server Team, Desktop Support Team, Configuration Management, Help Desk, and Systems Development departments. Each of these support teams provides unique and specific support functions throughout all programs in the agency. IT Activity costs have been allocated to other activities within DMV; however, budgetary requirements remain in one location per fiscal year ACTs. As revenue/budgetary deficits continue, DMV will strive to improve our effectiveness and efficiency through technology in efforts of reducing agency overhead costs.

F. Change Management:

The agency's mission and focus has remained consistent over the past five years. All agency activity programs provide resources and support as it relates to our agency's mission. The unique challenge during the past five years has been achieving those expectations with fewer resources. Revenue shortfalls, budgetary deficits, and hiring freezes have presented numerous obstacles; however, each department within DMV has overcome these difficulties by reducing waste, eliminating redundancies, and leveraging technology to create a more effective, efficient organization.

G. Detailed Funding Information:

FY 2012-13 Cost Estimates:	State Non-Recurring	State Recurring	Federal	Other	Total
Number of FTEs*		0.00	0.00	52.00	52.00
Personal Service	\$0	\$0	\$0	2,461,967	2,461,967

Employer Contributions	\$0	\$0	\$0	893,458	893,458
Program/Case Services	\$0	\$0	\$0	\$0	\$ 0
Pass-Through Funds	\$0	\$0	\$0	\$0	\$ 0
Other Operating Expenses	\$0	\$0	35,000	5,923,780	5,958,780
Total	\$ 0	\$ 0	35,000	9,279,205	9,314,205

* If new FTEs are needed, please complete Section G (Detailed Justification for FTEs) below.

Is this budget category or program associated with a Capital Budget Priority? **No**

If yes, state Capital Budget Priority Number and Project Name:

Please List proviso numbers that relate to this budget category or programs funded by this category.

Proviso 66.1, Proviso 66.2, Proviso 66.4, Proviso 66.5

H. Changes to the Appropriation:

Please explain any changes, to include re-alignments and funding or FTE increases requested in this year's appropriation, as detailed below:

Funding:

Year	State Non-Recurring	State Recurring	Federal	Other (Earmarked or Restricted)
2011-2012 Act	0	0	50,000	7,504,334
2012-2013 Act	0	0	35,000	9,279,205
Difference	0	0	15,000	1,774,871
% Difference	0	0	30.0%	23.7%

Explanation of Changes:

Employer contribution budget requirements have been moved from an independent program/category and allocated to those agency departments where the cost resides. Additionally, DMV has set-up agency reserve funds throughout all agency budget programs. These funds have been requested in case of an emergency event (infrastructure failure, unfunded mandates, etc.). Note: currently these emergency funds have been established via the agency's cash reserve accounts and are not supported through revenue sources.

I. Revenue Estimates:

Please detail Sources of revenue for this program, identified by SAP fund number if a live SCEIS agency or the STARS number if a STARS agency. If several sources remit to a single subfund that cannot be split by source and appropriation or program, provide an estimate of the revenue dedicated to this program.

SAP Fund Number	Source Name	General Fund	Other State	Earmarked	Restricted	Federal
32640000	DMV Other Operating	0	0	6,779,205	0	0
41C50000	Uninsured Enforcement	0	0	0	500,000	0
50550000	Federal	0	0	0	0	35,000

If expenditures for this program are greater than known or estimated revenues and the intent is to bridge part of this shortfall by drawing down balances in agency accounts or reserves, indicate the accounts and amount of the current reserve or balance that will likely be used below.

32640000 Reserve Balance = \$2,000,000

Please detail the long-term sustainability of this program if cash reserves are needed to operate.

These cash reserve accounts have no impact upon the sustainability of this program. All annual budgetary requirements are supported through current revenue sources. These reserve funds have been established in the event of an agency emergency. However, please note that these reserve funds must be maintained for DMV to process payroll and invoices during the first and second fiscal months of a new fiscal year.

If there is federal fund or other fund spending authority requested above the revenue streams detailed above, please indicate the amount and explanation for each.

The small portion of Federal authorization in this program relates to DMV's CDLPI (Commercial Driver's License Program Improvement) and CDLIS (Commercial Driver's License Information System) grants. These funds account for programming updates to the agency's Driver Improvement/Medical Review and CDL related systems.

J. FTE Positions:

Please detail the number of FTE's filled (F) by the program as of June 30 of each fiscal year, and the number authorized (A) by the Appropriations Act.

Fiscal Year	State	Other-Earmarked or Restricted	Federal	Total	Temporary, Temporary Grant, Time - limited
2012-2013 (A)	0	52	0	52	0
2011-2012 (A)	0	53	0	53	0
2010-2011 (F)	0	45	0	45	0
2010-2011 (A)	0	65	0	65	2
2009-2010 (F)	0	46	0	46	0
2009-2010 (A)	0	65	0	65	0
2008-2009 (F)	0	47	0	47	2
2008-2009 (A)	0	65	0	65	0
2007-2008 (F)	0	47	0	47	0
2007-2008 (A)	0	65	0	65	N/A

Footnote 1: FY08-09 Budget Submission, FTE positions for Administration increased due to Agency-wide vacancies being consolidated and micro-managed to ensure expenditure levels did not exceed revenue expectations. Other program areas resulted in corresponding decreases.

Footnote 2: FY07-08, 09-10, and 10-11 Budget Submissions, FTEs were allocated to the programs they supported and not to the programs in which they actually resided for budgeting purposes.

K. Detailed Justification for FTEs:

- (1) Justification for New FTEs
 - (a) Justification:

DMV is not requesting additional FTE's in FY12-13. The overall agency total remains unadjusted at 1415 FTEs for the agency. This program decrease in FTE positions accounts for any reclassifications completed during the past fiscal year.

- (b) Future Impact on Operating Expenses or Facility Requirements: **None**

(2) **Position Details:**

	State	Federal	Earmarked	Restricted	Total
Position Title:					
Number of FTEs	0.00	0.00	0.00	0.00	0.00
Personal Service	\$0	\$0	\$0	\$0	\$ 0
Employer Contributions	\$0	\$0	\$0	\$0	\$ 0

	State	Federal	Earmarked	Restricted	Total
Position Title:					
Number of FTEs	0.00	0.00	0.00	0.00	0.00
Personal Service	\$0	\$0	\$0	\$0	\$ 0
Employer Contributions	\$0	\$0	\$0	\$0	\$ 0

	State	Federal	Earmarked	Restricted	Total
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Position Title:					
Number of FTEs	0.00	0.00	0.00	0.00	0.00
Personal Service	\$0	\$0	\$0	\$0	\$ 0
Employer Contributions	\$0	\$0	\$0	\$0	\$ 0

IV. Capital/Non-Recurring Appropriations Request

R400

DEPARTMENT OF MOTOR
VEHICLES

A. Proviso Number

Using the renumbered 2012-13 proviso base provided on the OSB website indicate the proviso number (*If new indicate "New #1", "New #2", etc.*):

Proviso 66.1

B. Appropriation

Related budget category, program, or non-recurring request (*Leave blank if not associated with funding priority*):

Attributes to ALL DMV budget programs

C. Agency Interest

Is this proviso agency-specific, a general proviso that affects the agency, or a proviso from another agency's section that has had consequences?

Proviso is Agency-specific

D. Action

(Indicate Keep, Amend, Delete, or Add): **Keep**

E. Title

Descriptive Proviso Title: **DMV: Miscellaneous Revenue**

F. Summary

Summary of Existing or New Proviso:

Proviso allows DMV to charge for various types of miscellaneous items (i.e., sale of manuals and handbooks, FOIA requests, sale of miscellaneous refuse and recyclable materials, etc.). Funds received from this proviso support DMV programs Agency-wide.

G. Explanation of Amendment to/or Deletion of Existing Proviso

(If request to delete proviso is due to codification, note the section of the Code of Laws where the language has been codified): **N/A**

H. Explanation of how this proviso directs the expenditure or appropriation of funds, and why this direction is necessary

Proviso allows the funds received to be retained by the department and expended in budgeted operations and other related services or programs as the Director may deem necessary. Proviso is necessary because DMV receives no State Appropriated dollars and relies solely on revenues received and year-end cash carried forward to complete its mission.

I. Justification

Refer to the instructions for the correct question to answer in this space, based on the action you selected

Attempts have not been made to codify this proviso in the past. DMV will pursue codification of this proviso during the next legislative session. However, if codification is not possible, proviso needs to remain in place.

J. Fiscal Impact (Include impact on each source of funds – state, federal, and other)

Impacts Other Funds.

K. Text of New Proviso with Underline or Entire Existing Proviso Text with Strikeover and Underline

N/A

(INSERT PROVISO FROM FY 2012-13 RENUMBERED PROVISO BASE HERE)

A. Proviso Number

Using the renumbered 2012-13 proviso base provided on the OSB website indicate the proviso number (*If new indicate "New #1", "New #2", etc.*):

Proviso 66.2

B. Appropriation

Related budget category, program, or non-recurring request (*Leave blank if not associated with funding priority*):

Attributes to ALL DMV budget programs

C. Agency Interest

Is this proviso agency-specific, a general proviso that affects the agency, or a proviso from another agency's section that has had consequences?

Proviso is Agency-specific

D. Action

(Indicate Keep, Amend, Delete, or Add): **Keep**

E. Title

Descriptive Proviso Title: **DMV: Federal, Other Flow Through Funds**

F. Summary

Summary of Existing or New Proviso:

Proviso allows DMV to expend federal and earmarked funds in the current fiscal year for expenditures incurred in the prior fiscal year.

G. Explanation of Amendment to/or Deletion of Existing Proviso

(If request to delete proviso is due to codification, note the section of the Code of Laws where the language has been codified): **N/A**

H. Explanation of how this proviso directs the expenditure or appropriation of funds, and why this direction is necessary

Proviso allows the funds from one fiscal year to be carried forward and expended in the next fiscal year for expenditures incurred in the prior fiscal year. Proviso is necessary because DMV receives no State Appropriated dollars and relies solely on revenues received and year-end cash carried forward to complete its mission.

I. Justification

Refer to the instructions for the correct question to answer in this space, based on the action you selected

Attempts have not been made to codify this proviso in the past. DMV will pursue codification of this proviso during the next legislative session. However, if codification is not possible, proviso needs to remain in place.

J. Fiscal Impact (Include impact on each source of funds – state, federal, and other)

Impacts Federal and Other Funds.

K. Text of New Proviso with Underline or Entire Existing Proviso Text with Strikeover and Underline

N/A

(INSERT PROVISO FROM FY 2012-13 RENUMBERED PROVISO BASE HERE)

A. Proviso Number

Using the renumbered 2012-13 proviso base provided on the OSB website indicate the proviso number (*If new indicate "New #1", "New #2", etc.*):

Proviso 66.3

B. Appropriation

Related budget category, program, or non-recurring request (*Leave blank if not associated with funding priority*):

C. Agency Interest

Is this proviso agency-specific, a general proviso that affects the agency, or a proviso from another agency's section that has had consequences?

Proviso is Agency-specific

D. Action

(Indicate Keep, Amend, Delete, or Add): **Keep**

E. Title

Descriptive Proviso Title: **DMV: Publish County DMV Local Telephone Number**

F. Summary

Summary of Existing or New Proviso:

Proviso requires DMV to publish a local telephone number for each county.

G. Explanation of Amendment to/or Deletion of Existing Proviso

(If request to delete proviso is due to codification, note the section of the Code of Laws where the language has been codified): **N/A**

H. Explanation of how this proviso directs the expenditure or appropriation of funds, and why this direction is necessary

N/A

I. Justification

Refer to the instructions for the correct question to answer in this space, based on the action you selected

DMV does not feel that codification of this proviso is necessary as it does not impact revenues.

J. Fiscal Impact (Include impact on each source of funds – state, federal, and other)

N/A.

K. Text of New Proviso with Underline or Entire Existing Proviso Text with Strikeover and Underline

N/A

(INSERT PROVISO FROM FY 2012-13 RENUMBERED PROVISO BASE HERE)

A. Proviso Number

Using the renumbered 2012-13 proviso base provided on the OSB website indicate the proviso number (*If new indicate "New #1", "New #2", etc.*):

Proviso 66.4

B. Appropriation

Related budget category, program, or non-recurring request (*Leave blank if not associated with funding priority*):

Attributes to ALL DMV budget programs

C. Agency Interest

Is this proviso agency-specific, a general proviso that affects the agency, or a proviso from another agency's section that has had consequences?

Proviso is Agency-specific

D. Action

(Indicate Keep, Amend, Delete, or Add): **Keep**

E. Title

Descriptive Proviso Title: **DMV: Cost Recovery Fee/Sale of Photos or Digitized Images**

F. Summary

Summary of Existing or New Proviso:

Proviso allows DMV to retain funds derived from the collection of processing fees and fees to recover the costs of the production, purchase, handling and mailing of documents, publications, records and data sets (i.e., Sale of Information).

G. Explanation of Amendment to/or Deletion of Existing Proviso

(If request to delete proviso is due to codification, note the section of the Code of Laws where the language has been codified): **N/A**

H. Explanation of how this proviso directs the expenditure or appropriation of funds, and why this direction is necessary

Proviso is necessary because DMV receives no State Appropriated dollars and relies solely on revenues received and year-end cash carried forward to complete its mission. Loss of revenue received from this funding source would have a detrimental impact on DMV's ability to operate.

I. Justification

Refer to the instructions for the correct question to answer in this space, based on the action you selected

Attempts have not been made to codify this proviso in the past. DMV is pursuing codification of this proviso during the next legislative session. However, if codification is not possible, it is imperative to DMV's mission that the proviso remains in place.

J. Fiscal Impact (Include impact on each source of funds – state, federal, and other)

Impacts Other Funds.

K. Text of New Proviso with Underline or Entire Existing Proviso Text with Strikeover and Underline

N/A

(INSERT PROVISO FROM FY 2012-13 RENUMBERED PROVISO BASE HERE)

A. Proviso Number

Using the renumbered 2012-13 proviso base provided on the OSB website indicate the proviso number (*If new indicate "New #1", "New #2", etc.*):

Proviso 66.5

B. Appropriation

Related budget category, program, or non-recurring request (*Leave blank if not associated with funding priority*):

Attributes to ALL DMV budget programs

C. Agency Interest

Is this proviso agency-specific, a general proviso that affects the agency, or a proviso from another agency's section that has had consequences?

Proviso is Agency-specific

D. Action

(Indicate Keep, Amend, Delete, or Add): **Keep**

E. Title

Descriptive Proviso Title: **DMV: DPPA Compliance Audit**

F. Summary

Summary of Existing or New Proviso:

Proviso allows DMV to recoup costs associated with Compliance Audits of customers, other than State Agencies, who purchase information.

G. Explanation of Amendment to/or Deletion of Existing Proviso

(If request to delete proviso is due to codification, note the section of the Code of Laws where the language has been codified): **N/A**

H. Explanation of how this proviso directs the expenditure or appropriation of funds, and why this direction is necessary

Proviso is necessary because DMV receives no State Appropriated dollars and relies solely on revenues received and year-end cash that is carried forward to complete its mission. Use of this proviso allows DMV the ability to recoup costs associated with Compliance Audits and is necessary because all current revenues must be used for mission critical activities/functions.

I. Justification

Refer to the instructions for the correct question to answer in this space, based on the action you selected

Attempts have not been made to codify this proviso in the past. DMV will pursue codification of this proviso during the next legislative session. However, if codification is not possible, it is necessary to DMV's mission that the proviso remains in place.

J. Fiscal Impact (Include impact on each source of funds – state, federal, and other)

Impacts Other Funds.

K. Text of New Proviso with Underline or Entire Existing Proviso Text with Strikeover and Underline

N/A

(INSERT PROVISO FROM FY 2012-13 RENUMBERED PROVISO BASE HERE)

A. Proviso Number

Using the renumbered 2012-13 proviso base provided on the OSB website indicate the proviso number (*If new indicate "New #1", "New #2", etc.*):

Proviso 66.8 – SHOULD BE RENUMBERED TO 66.6 as previous 66.6 has been deleted.

B. Appropriation

Related budget category, program, or non-recurring request (*Leave blank if not associated with funding priority*):

C. Agency Interest

Is this proviso agency-specific, a general proviso that affects the agency, or a proviso from another agency's section that has had consequences?

Proviso is Agency-specific

D. Action

(Indicate Keep, Amend, Delete, or Add): **Keep (or Delete)**

E. Title

Descriptive Proviso Title: **DMV: Motor Carrier Advisory Committee**

F. Summary

Summary of Existing or New Proviso:

Proviso directs DMV to establish a Motor Carrier Advisory Committee to solicit input from the Trucking Industry and other interested parties in developing policies and procedures for the regulation of this industry.

G. Explanation of Amendment to/or Deletion of Existing Proviso

(If request to delete proviso is due to codification, note the section of the Code of Laws where the language has been codified): **N/A**

H. Explanation of how this proviso directs the expenditure or appropriation of funds, and why this direction is necessary

N/A

I. Justification

Refer to the instructions for the correct question to answer in this space, based on the action you selected

Codification is not necessary as this proviso does not impact revenue collections.

J. Fiscal Impact (Include impact on each source of funds – state, federal, and other)

N/A.

K. Text of New Proviso with Underline or Entire Existing Proviso Text with Strikeover and Underline

N/A

(INSERT PROVISO FROM FY 2012-13 RENUMBERED PROVISO BASE HERE)

A. Proviso Number

Using the renumbered 2012-13 proviso base provided on the OSB website indicate the proviso number (*If new indicate "New #1", "New #2", etc.*):

Proviso 66.9 – SHOULD BE RENUMBERED TO 66.7 as previous 66.7 has been deleted.

B. Appropriation

Related budget category, program, or non-recurring request (*Leave blank if not associated with funding priority*):

C. Agency Interest

Is this proviso agency-specific, a general proviso that affects the agency, or a proviso from another agency's section that has had consequences?

Proviso is Agency-specific

D. Action

(Indicate Keep, Amend, Delete, or Add): **Keep**

E. Title

Descriptive Proviso Title: **DMV: Underutilized Offices**

F. Summary

Summary of Existing or New Proviso:

Proviso allows the Director of the DMV to develop and implement a plan to reduce the hours of operation in underutilized DMV Field Offices.

G. Explanation of Amendment to/or Deletion of Existing Proviso

(If request to delete proviso is due to codification, note the section of the Code of Laws where the language has been codified): **N/A**

H. Explanation of how this proviso directs the expenditure or appropriation of funds, and why this direction is necessary

N/A

I. Justification

Refer to the instructions for the correct question to answer in this space, based on the action you selected

Attempts have not been made to codify this proviso in the past. DMV will pursue codification of this proviso during the next legislative session. However, if codification is not possible, proviso needs to remain in place.

J. Fiscal Impact (Include impact on each source of funds – state, federal, and other)

Impacts Other Funds by eliminating costs associated with underutilized DMV Field Offices.

K. Text of New Proviso with Underline or Entire Existing Proviso Text with Strikeover and Underline

N/A

(INSERT PROVISOR FROM FY 2012-13 RENUMBERED PROVISOR BASE HERE)

Federal Aid Justification

CD094510000000, CD104510000000, FM-CDL-0016-11-01-01

Summary

Award Title	Commercial Driver License Program Improvement (CDLPI) Strategies Grant		
CFDA Number/Title	(XX.XXX) Other CFDA	→ If "Other", identify:	(20.232) CDL Program Improvement
Award Number (Federal)	CD094510000000, CD104510000000, FM-CDL- 0016-11-01-01	Start Date	04/01/10 Federal Agency Department of Transportation (69)
Award Number (State)	N/A	End Date	9/30/2012 & 6/28/2013 Federal Subagency Federal Motor Carrier Safety Administration (6953)
Award Period	Continuing	→ If "Other", explain:	

Financial

Total Award Amount	\$ 1,761,905.00	Amount Available in FY 2012-13	\$ 495,000.00
State Match Required?	No	If "Yes", describe, and provide SAP Fund Number(s) of funding sources	
Local Match Required?	No	If "Yes", describe	
Assistance Type	Cooperative Agreement	If "Other", explain	
Is administrative and/or indirect cost recovery permitted? If so, explain:	Permitted, indirect cost rate is in place but no personnel costs are incurred on this grant so no indirect costs are recovered.		
Will funds be passed-through to other entities? If so, what types of entities, and how will funds be distributed?	No.		

Federal Aid Justification

CD094510000000, CD104510000000, FM-CDL-0016-11-01-01

Questions

How is the use of these funds essential to your agency's mission?

These funds are used to improve our Commercial Drivers License program above the level funded by earmarked funds.

What budgetary, compliance, and programmatic obligations will the state incur (now or in the future) through the receipt of these funds?

No additional obligations will be incurred through the receipt of these funds.

What outcome and/or performance measures will you track and/or report on in association with this award?

Number of Examiner, 3rd Party, and Refresher Classes, Number of Audits, Random Recalls, SPE's, QAO operations, and Fraud Training Classes; Deployment of Knowledge and Skills Testing system.

What is the name and title of the individual in your agency who is responsible for the success of this program?

Annie Phelps, 803-896-9675

Federal Aid Justification

CM10451000000

Summary

Award Title	Commercial Driver License Information System (CDLIS) Modernization Grant		
CFDA Number/Title	(XX.XXX) Other CFDA	→ If "Other", identify:	(20.238) CDLIS Modernization
Award Number (Federal)	CM10451000000	Start Date	04/01/10
		Federal Agency	Department of Transportation (69)
Award Number (State)	N/A	End Date	07/31/12
		Federal Subagency	Federal Motor Carrier Safety Administration (6953)
Award Period	Other	→ If "Other", explain:	CDLIS program is incorporated with the CDL Program Improvement Grant as of FFY2011.

Financial

Total Award Amount	\$ 375,000.00	Amount Available in FY 2012-13	\$ 5,000.00
State Match Required?	Yes	If "Yes", describe, and provide SAP Fund Number(s) of funding sources	63 % of AMMVA Net fees are allowed for our State match; 32640000
Local Match Required?	No	If "Yes", describe	
Assistance Type	Cooperative Agreement	If "Other", explain	
Is administrative and/or indirect cost recovery permitted? If so, explain:	Yes; Indirect Cost Rate is in effect and is collected on personnel and fringe benefit costs.		
Will funds be passed-through to other entities? If so, what types of entities, and how will funds be distributed?	No.		

Federal Aid Justification

CM104510000000

Questions

How is the use of these funds essential to your agency's mission?

These funds are used to insert medical certificate information into the driver record history, improve Central Site data quality and implement an expanded name field in our system.

What budgetary, compliance, and programmatic obligations will the state incur (now or in the future) through the receipt of these funds?

No additional obligations will be incurred through the receipt of these funds. We will incur our match costs regardless of the receipt of these funds.

What outcome and/or performance measures will you track and/or report on in association with this award?

Progress of data capture btoh medical certificate and name expansion and implementation progress.

What is the name and title of the individual in your agency who is responsible for the success of this program?

Annie Phelps, 803-896-9675

Federal Aid Justification

2010DLT00038A; EMW-2011-DL-00011-S01

Summary

Award Title	Driver License Security Grant		
CFDA Number/Title	(XX.XXX) Other CFDA	→ If "Other", identify:	(97.089) Driver License Security Grant
Award Number (Federal)	2010DLT00038A; EMW-2011-DL-00011-S01	Start Date	06/01/10
		Federal Agency	Department of Homeland Security (70)
Award Number (State)	N/A	End Date	08/31/14
		Federal Subagency	Federal Emergency Management Agency (7022)
Award Period	Continuing	→ If "Other", explain:	

Financial

Total Award Amount	\$ 1,630,151.00	Amount Available in FY 2012-13	\$ 1,500,000.00
State Match Required?	No	If "Yes", describe, and provide SAP Fund Number(s) of funding sources	
Local Match Required?	No	If "Yes", describe	
Assistance Type	Cooperative Agreement	If "Other", explain	
Is administrative and/or indirect cost recovery permitted? If so, explain:	Permitted, indirect cost rate is in place but no personnel costs are incurred on this grant so no indirect costs are recovered.		
Will funds be passed-through to other entities? If so, what types of entities, and how will funds be distributed?	No.		

Federal Aid Justification

2010DLT00038A; EMW-2011-DL-00011-S01

Questions

How is the use of these funds essential to your agency's mission?

These funds are used to secure our facilities and associated software and hardware systems resulting in a greater degree of security for our state issued credentials.

What budgetary, compliance, and programmatic obligations will the state incur (now or in the future) through the receipt of these funds?

No additional obligations will be incurred through the receipt of the se funds.

What outcome and/or performance measures will you track and/or report on in association with this award?

Replacement of DL Issuance Application and interfaces with Core DL Application and queing system and enhancements to physical security

What is the name and title of the individual in your agency who is responsible for the success of this program?

Annie Phelps, 803-896-9675